

STATUTORY DECLARATION

CANADA)	In the Matter of an Arbitration before
)	Arbitrator Deborah Howes, between the
PROVINCE OF ALBERTA)	Town of Whitecourt and Woodlands
)	County regarding an Intermunicipal
TO WIT:)	Collaboration Framework

I Jennine Scheck Loberg, of Woodlands County, DO SOLEMNLY DECLARE THAT:


1. I am the Director of Planning & Development, employed by the Town of Whitecourt.
2. Attached as **Exhibit A** is my sworn statement of evidence with respect to the the Ecole St. Joseph School site, for use in the arbitration between the Town of Whitecourt and Woodlands County regarding an Intermunicipal Collaboration Framework between those parties. I solemnly declare that, to the best of my knowledge, the information contained in Exhibit A is true and accurate.

I MAKE this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me
at Whitecourt,
in the Province of Alberta
this 30 day of June, 2021



Jennine Scheck Loberg



A Commissioner for Oaths in and for
Alberta

W.K. Grimstad-Davidson
Commissioner for Oaths - Alberta
Expiry Date: April 18, 2023

This is Exhibit "A" referred to in the affidavit of Jennine Scheck Loberg sworn before me this 30 day of June A.D. 2021

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[Signature]
A Commissioner for Oaths in and for
the Province of Alberta

W.K. Grimstad-Davidson
Commissioner for Oaths - Alberta
Expiry Date: April 18, 2023

1. The Town provides school sites to the school districts on request from land dedications by developers at the time of subdivision. The provincial regulations allow the Town to require a developer to provide 10% of the land being subdivided or an equivalent amount of money for parks and school purposes. Under our current practice, a developer is responsible to provide the land to the Town, with roads and services, for a school site as part of the reserve dedication in residential areas. In commercial/industrial subdivisions, the Town receives money-in-lieu in the amount of 10% of the raw land value.
2. Public and Separate schools located in the Town service the County, and students who reside in the County commute to schools located in the Town. Only one public school is located within the County (a K-9 public school located in Fort Assiniboine). A map of all Public and Separate schools, excepting outreach schools, located in the Town of Whitecourt is attached at **Appendix 1: Whitecourt School Map.**
3. Living Waters Separate Schools, which operates public funded Catholic schools in the Town, determined that there was a need for further capacity at a new school facility located in the Town to meet educational requirements for grades 4-12. This led to the construction of the Ecole St. Joseph School on the eastern border of the Town. The land on which St. Joseph's School was constructed was given to the Living Waters school district by the Town, and the Town assumed debt to construct necessary capital and infrastructure improvements (including roads and utilities) to service the site. The site is located in an area that is owned by the Town and identified as the Town's next growth area, however, future improvements are development driven and there are no immediate plans to develop the site.
4. The Town's understanding was that the County would share in the costs to construct necessary infrastructure improvements to service the site St. Joseph's School now sits on. The Living Waters school district comprises both the Town and County, and the vast majority of students residing in the County attend schools located in the Town, including St. Joseph's.
5. In 2005, Living Waters wrote to the Town advising that it was likely that Living Waters would require a school to be constructed in the planned Athabasca Flats development. See attached **Appendix 2: September 27, 2005 Letter from Living Waters Catholic Regional Division No.42.**
6. In 2006, the Town initiated discussion with the County regarding participation in sharing costs associated with future schools to ensure that adequate sites were provided and contributions were shared by all who benefit from them. See attached **Appendix 3: October 19, 2006 Letter Re: Visionary Land Use Request** wherein the County expressed support for partnering with the Town on land for future joint projects.

7. On October 25, 2006, a Preliminary Discussion Paper pertaining to the Area Structure Plan for the Athabasca Flats development was prepared by the Town and circulated to interested stakeholders, including the County. See attached **Appendix 4: October 25, 2006 Preliminary Discussion Paper Athabasca Flats Area Structure Plan**. The Discussion Paper confirmed that a school would likely need to be constructed as part of this development.
8. The Area Structure Plan for the Athabasca Flats development was passed by Town Council on February 26, 2007. See attached **Appendix 5: Bylaw 1409**.
9. In November 2012, representatives from the Town and County participated in a Value Scoping Workshop with Living Waters, Alberta Education, and Alberta Infrastructure to discuss options for constructing a new school in the Town (which eventually led to the decision to construct the St. Joseph's School). See attached **Appendix 6: November 8/9, 2012 Value Scoping Workshop Agenda**.
10. In January 2014, the Province announced funding for a new replacement school for the St. Joseph School in Whitecourt. On January 6, 2014, the Town wrote to Living Waters setting out the various infrastructure improvements which would be required in the Athabasca Flats subdivision to allow for the construction of a school to proceed. See attached **Appendix 7: January 6, 2014 Letter Re: Athabasca Flats School Site**.
11. On January 24, 2014, the Town wrote to Alberta Education advising that it had identified a future school site (which eventually became the St. Joseph's School), and that the Town would commit to providing access and services to the future school site by the May 2015 date as requested, pending negotiations with Living Waters, the County and all other partners. See attached **Appendix 8: January 24, 2014 Letter Re: Whitecourt Future School Site**.
12. In 2014, the Community Learning Campus Partnership (CLCP) Committee, which is comprised of representatives from the Town, the County, Living Waters, and Norquest College, met to plan the future of the site where St. Joseph's school is now located. Originally, the plan was to construct a Performing Arts Centre, a satellite branch of Norquest College, and the school for Living Waters as part of the same complex. Later, the project was reduced to only encompass the St. Joseph's School, while the Performing Arts Centre was incorporated into the new Municipal Centre to be constructed downtown.
13. Also in September 2014, representatives from the Town, the County, Alberta Education, Alberta Infrastructure, and Living Waters met to discuss the construction of the St. Joseph's School. The meeting minutes confirmed that both the Town and County were committed to constructing a Performing Arts Centre in the Town, and the parties also agreed to a number of action items to allow for construction of the St. Joseph's School to proceed. See attached **Appendix 9: September 17, 2014 Meeting Notes from Meeting with the Province**.
14. On May 23, 2014, the Town's Administration issued a Request for Decision regarding whether the Town should contribute to paying a Project Coordinator to manage the St.

Joseph's School project. See attached **Appendix 10: May 26, 2014 RFD Re: Community Learning Campus – Project Coordinator** and **Appendix 11: Living Waters Invoice #840 Re: Cost Sharing – Community Learning Campus Partnership**. The RFD notes that the County agreed to cover a portion of the Project Coordinator's costs, and it recommended that the Town agree to this framework and pay its proposed share of the Project Coordinator's costs. This RFD was ultimately approved, and the Town and County both contributed to covering costs associated with the Project Coordinator for the St. Joseph's School project.

15. On November 10, 2014, the mayors of the Town and County wrote a joint letter to the Minister of Education confirming that both municipalities "are committed to a 'community learning campus' concept", which includes facilities "associated with the Living Water Catholic Regional Division No. 42 new school construction in Whitecourt." See attached **Appendix 12: November 10, 2014 Joint Letter to Minister of Education**. The letter expressed that both municipalities fully supported this new school construction, and their joint intention to be involved in the architectural and planning process.
16. Further, the CLCP Committee prepared a Business Case report in 2014 which was sent to the Town, the County, Living Waters and Norquest College, which stated: "over the course of the project, partnership, funding, operating, and other agreements will be formalized as required" (clause 12), and that "the sub-committee will also solicit additional government support for the project to assist the Town with development costs as the project is advancing on a timetable earlier than expected by the Town" (clause 12.2). The report also clearly identifies both the Town and County as being partners "to advance the project", along with Living Waters and Norquest College. A number of planning sub-committees were established to advance the project, and the County had representation on all of them. See attached **Appendix 13: CLCP Business Case**.
17. The CLCP Committee met numerous times to discuss the development and construction of the St. Joseph's School site. On several instances, the Town expressed concerns regarding costs and noting that its obligations were understood to be the provision of raw land only. The County participated in these meetings, and at all times was supportive of the development of the site to benefit residents in both the Town and County. Further, the minutes from these meetings demonstrate that the County represented and understood that it would contribute to the financing and construction of this project. For example, in the meeting minutes dated March 11, 2015, the minutes indicate that the County advised that "[r]esidential tax impacts should be small as the County has the ability to use a larger industrial tax base to help support their share of the project" (page 2 of 5). See attached **Appendix 14: CLCP Committee Minutes from June 17, 2014 through March 11, 2015**.
18. On March 24, 2015, the County passed a motion to support the Town's application for a Build Canada Grant with respect to the Athabasca Flats East project, which comprised infrastructure necessary for the St. Joseph's School project. See attached **Appendix 15: March 27, 2015 Woodlands County Build Canada Support Letter**. On February 2, 2016, Woodlands County also passed a motion to support the Town of Whitecourt's application for an Alberta Community Partnership (ACP) Grant for the Athabasca Flats

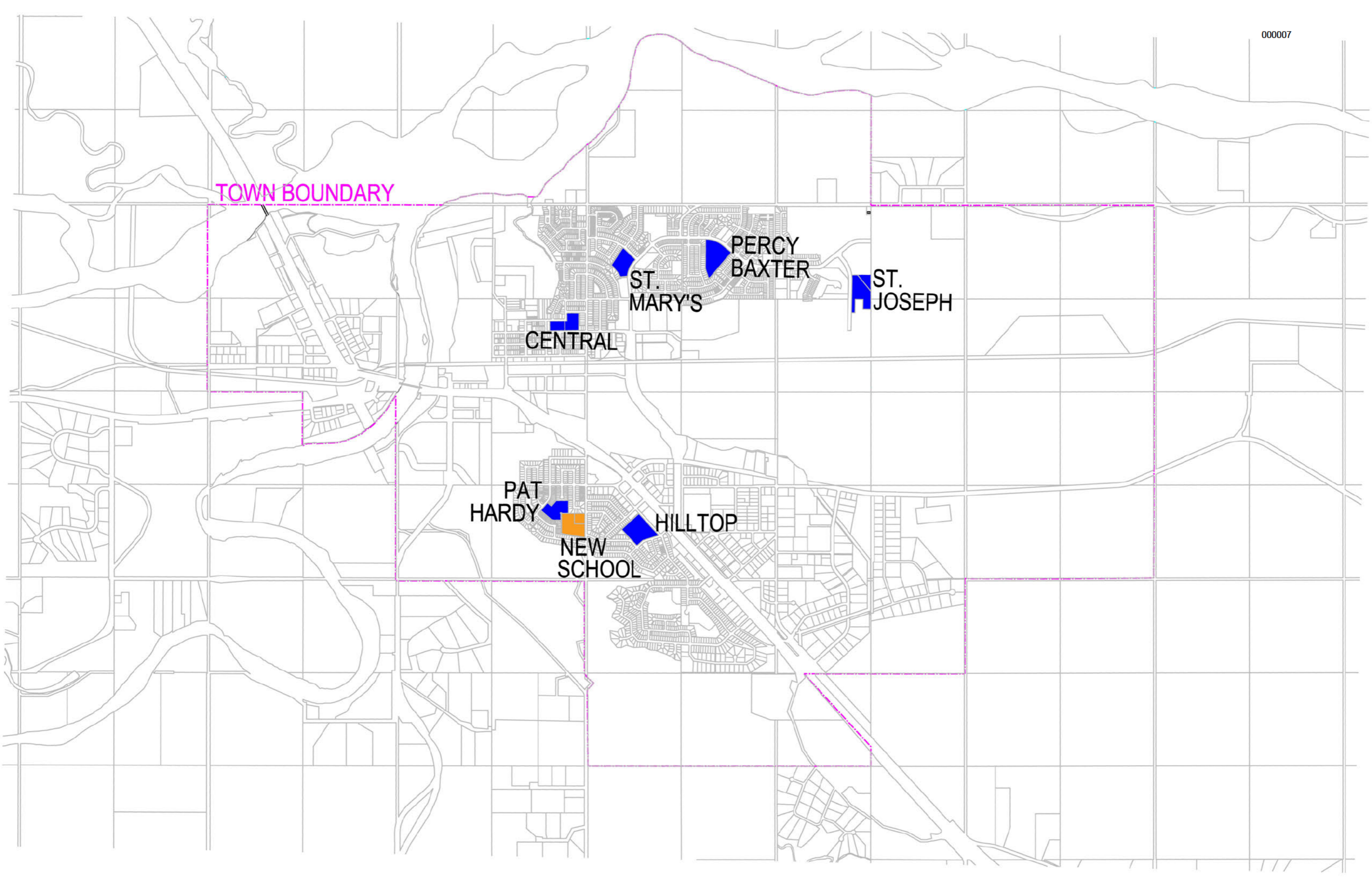
East Development Project. See attached **Appendix 16: February 2, 2016 Woodlands County Council Minutes** (Motion C-15-085-16).

19. On May 8, 2015, the Town sent correspondence to Pedro Mendonca, the Project Manager for the St. Joseph's School project, confirming that the Town would proceed with construction of temporary and permanent infrastructure and improvements to facilitate construction of the St. Joseph's school. Luc Mercier, the CAO of Woodlands County, was copied on this correspondence. See attached **Appendix 17: May 8, 2015 Letter Re: St. Joseph School Construction**.
20. In 2018, representatives from the Town and County toured the Athabasca Flats East subdivision, and the site of the St. Joseph's School. The Town prepared an information package and map which were provided to the Town and County representatives who attended that tour. See attached **Appendix 18: Athabasca Flats East Development Information Package for 2018 Joint Tour**.
21. Numerous articles published by media sources prior to and during the construction of the St. Joseph's School quote officials from the County as confirming the County is a "partner" in constructing the school. **Appendix 19: February 4, 2013 Whitecourt Star Article "Living Waters School Board to meet with education minister"**; **Appendix 20: February 3, 2014 Whitecourt Star Article "Province announces funding for new high school"**; **Appendix 21: March 29, 2014 Whitecourt Star Article "Whitecourt St. Joseph School project moving too fast"** and **Appendix 22: October 8, 2015 Whitecourt Star Article "New St. Joseph School still on track"**.
22. Ultimately, the Town provided Living Waters with a 8.9 acre site in the future Athabasca Flats subdivision on the Town's east border for the construction of the St. Joseph's School. In addition, the Town granted another 0.9 acres of land for a playground area at the school.
23. In order to provide a fully-serviced site for the St. Joseph's School, the Town undertook design and construction work on the following necessary infrastructure improvements:
 - The extension of Mink Creek Road from the Meadows Land Lease Community to the McIlwaine Drive intersection (approximately 225m of arterial roadway)
 - Construction of McIlwaine Drive to the new school site (approximately 560m of arterial roadway)
 - Pathways, landscaping, power, and lighting along both of these roadways
 - Sanitary Lift Station and forcemain from lift station to wastewater treatment plant (lift station and force main sized and designed to handle flows from the adjacent ¼ section as well)
 - Water, sewer, and storm mains within both of the newly constructed roadways
 - Sewer trunk main to the new lift station
 - Storm Pond tie-in for new storm system, including outlet pipe and grading of drainage channel
 - Services and approaches to the new school site
 - Clearing and filling for the new school site and adjacent sportsfield campus area, as well as fencing around the pond

24. An excerpt from the Engineering drawings showing these improvements are attached at **Appendix 23: Engineering Drawings.**
25. The Town of Whitecourt, together with Woodlands County, worked with the Minister to have Alberta Education reallocate surplus funds from another school project to the new Ecole St. Joseph school project in Whitecourt to help provide additional fill required for the site. See attached **Appendix 24: Email Correspondence Re: Whitecourt 4-12 Replacement School – Site Fill.**
26. The Town has incurred significant expenses to service the Athabasca Flats East Lands. See **Appendix 25: Summary of Actual Costs and Estimated Future Costs.** The Town hopes to recover some of these expenses through future development and land sales. **Appendix 26: Distribution of Costs** provides a breakdown that the Town prepared, which allocates these costs over the land areas based on anticipated density and intensity of use. These calculations illustrate the minimum revenues the Town would be required to recover in order to break-even on the land and servicing expenditures if all the land could be sold. Costs were allocated to the institutional lands in anticipation of partnership on these amounts.
27. To finance the cost of the necessary improvements to service the St. Joseph's School site, the Town took out three debentures, with current debenture payments totaling \$627,000/year. Two of these debentures will be paid off in 2035, and the third will be paid off in 2036. Copies of these debentures and their associated loan repayment schedules are attached at **Appendix 27: Debenture Borrowings for Athabasca Flats.**
28. Currently, the Town bears 100% of the costs associated with these debentures.

TOWN BOUNDARY

PAT HARDY
ST. MARY'S
CENTRAL
PERCY BAXTER
ST. JOSEPH
NEW SCHOOL
HILLTOP





LIVING WATERS CATHOLIC REGIONAL DIVISION NO. 42

Box 1949, 4204 Kepler Street, Whitecourt, AB T7S 1P6
Phone: (780) 778-5666 Fax: (780) 778-2727 Toll Free: 1-888-434-7348
Website: www.livingwaters.ab.ca
with Schools in Edson, Slave Lake & Whitecourt

September 27, 2005

The Town of Whitecourt
P.O. Box 509
5004-52nd Street
Whitecourt, AB
T7S 1N6

COPY

TOWN OF WHITECOURT
RECEIVED
SEP 27 2005
PER _____

Attention: Peter Yackulic – Director of Planning and Works

Dear Mr. Yackulic;

Peter

Re: Notice of Plan Preparation – Athabasca Flats East

The Board of Trustees for Living Waters Catholic Regional Division No. 42 is very interested in any future development in the Town of Whitecourt and as such appreciates your offer to include our school Division in the initial planning phase.

Our Division would like to be included in this development as we are anticipating some future growth in Whitecourt. Our expectations for this specific development would be for a minimum of 6 acres with a preference for an 8 acre site to allow for sporting facilities and play areas more suitable for a Junior/Senior High School setting. The current time-frame for this type of development within our Division would be in the 5 to 10 year timeframe depending of course on the population growth in the Town of Whitecourt.

Please contact our office when a date is set for any future planning sessions where you feel our input would be of value for this new structure plan. Should you require any further information, please feel free to contact either myself or Michael La Framboise our Director of Facilities.

Yours truly,
Living Waters Catholic Regional Division No. 42

Nieta World

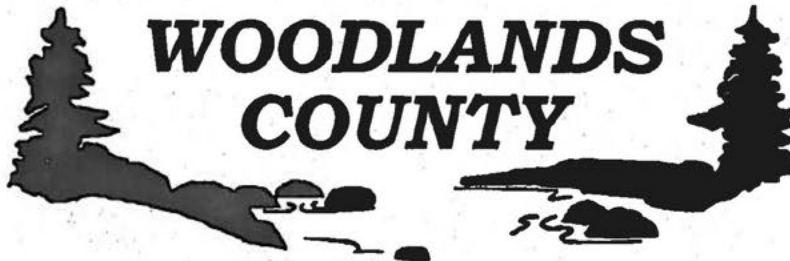
Nieta World
Associate Superintendent

Previously Circulated Material

Cc: The Board of Trustees, Living Waters Catholic Regional Division No. 42
Carol Lemay –Superintendent, Living Waters Catholic Regional Division No. 42
Michael La Framboise –Director of Facilities, Living Waters Catholic Regional Division No. 42

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Municipal Office
Box 60, #1 Woodlands Lane
Whitecourt, AB T7S 1N3
Telephone: (780) 778-8400
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Toll Free: 1-888-870-6315
E-mail: admin@woodlands.ab.ca
Website: www.woodlands.ab.ca



Regional Municipal Office
00000 RD. Box 33
Fort Assiniboine, AB T0G 1A0
Telephone: (780) 584-3866
Facsimile: (780) 584-3988
Toll Free: 1-866-584-3866
E-mail: admin@woodlands.ab.ca
Website: www.woodlands.ab.ca

7C.

October 19, 2006

TOWN OF WHITECOURT
RECEIVED

OCT 23 2006

Town of Whitecourt
Box 509
Whitecourt AB T7S 1N6

PER _____

Dear Mayor & Council:

RE: VISIONARY LAND USE REQUEST

In reference to our conversation in July at the Joint Liaison meeting, we wish to follow-up with respect to the Town's commitment to obtaining land for long-term municipal use located in a location bordering both the Town of Whitecourt and Woodlands County.

Our Council believes this venture is extremely important as a means of ensuring adequate space is available for expansion to allow for future joint projects and to avoid any potential land restraint issues.

Our MLA, Mr. VanderBurg has advised that it may be prudent to apply for five (5) quarter sections of land as past decisions have reflected an allocation less than what has been applied for.

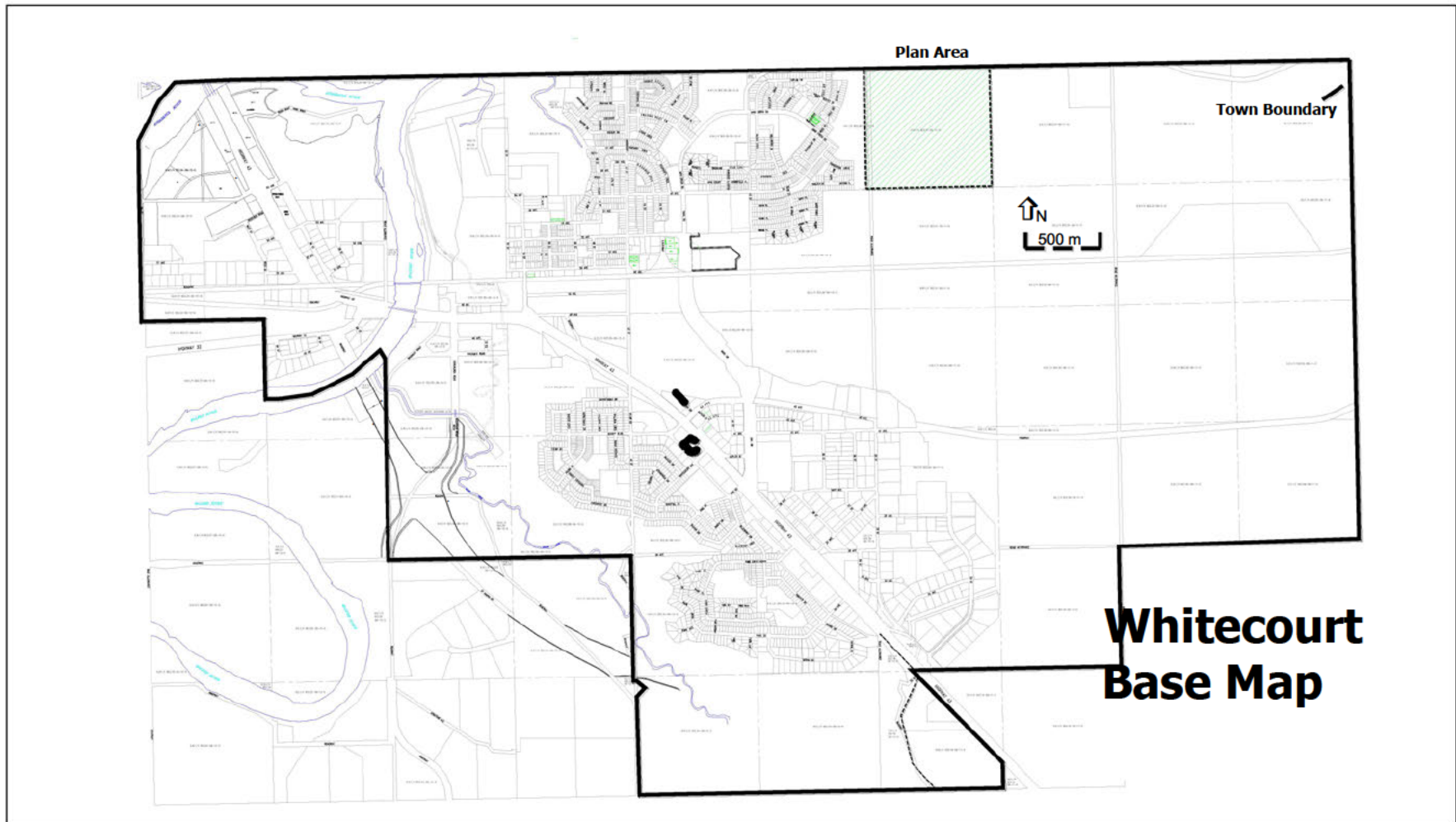
As was discussed previously, Woodlands County is willing to accept responsibility for the completion and filing of the initial paperwork, however, we would require the Town's formal commitment prior to proceeding with that step.

I look forward to further conversation with you with respect to this very important project.

Sincerely,

Jim Rennie
Reeve

Preliminary Discussion Paper
Athabasca Flats East Area Structure Plan
October 25, 2006



Introduction

The Athabasca Flats East Area Structure Plan describes potential development of the NW 31 58 11 w 5th. This parcel of land is a quarter section in the north east area of Whitecourt. It is bounded on the west by existing urban residential development, on the north and east by agricultural use, and on the south by forested land. It is entirely within the Town, however the land (and road) on the north boundary lies within Woodlands County. Though adjacent undeveloped parcels are not included in this plan, the plan identifies potential development in these areas to allow coordination of land uses, roads, and utilities.

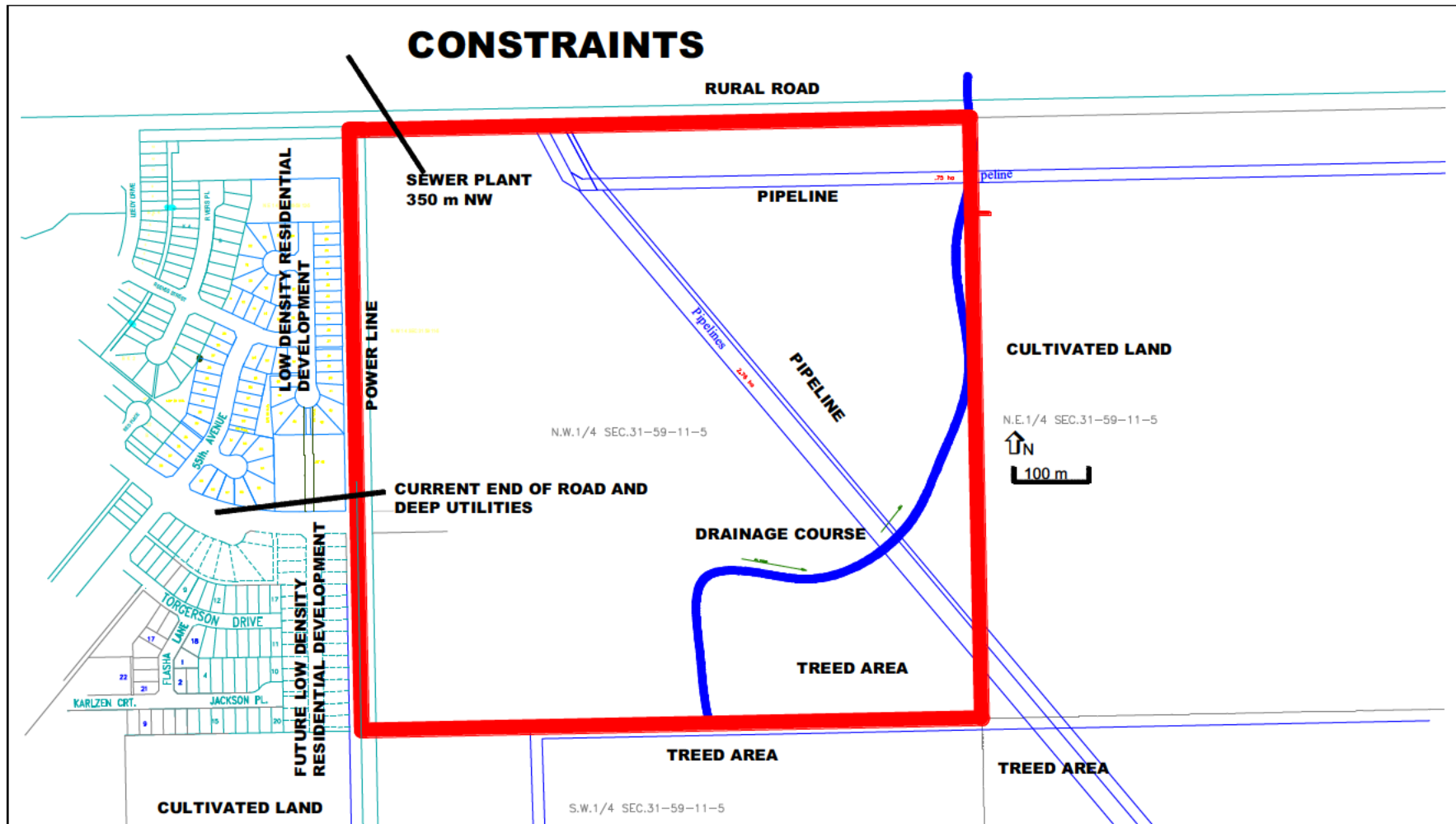
Notices of Plan Preparation were advertised in the Whitecourt Star, mailed to adjacent land owners, utility companies, school districts and Woodlands County. Information and input has been provided from several parties. The draft plan reflects the Town's intention to continue residential development in the valley area and meet the requirements identified by interested parties.

Existing Situation

The land west of the area has been developed for urban residential uses, including low density, medium density, high density, and manufactured housing. Non residential uses include schools, churches, and a neighborhood commercial site. Gross residential density on the quarter section to the west is xx dwelling units per acre. The Town's wastewater treatment plant and major sports fields are north west of the site, while agricultural uses lie to the north, north east, and east. Minor rural residential development exists further east, as does a site reserved for a heavy industrial development. Land south of the site is native forest, which is broken by the CN Rail Line running east/west about 500m south of the site. Land south west of the site is designated for residential use.

The existing road network includes an arterial road (Mink Creek Road) which connects the existing residential development to the downtown core. It is designed to enter this parcel on the west side, about 250m north of the south boundary. Mink Creek Road has sufficient capacity to support additional residential development of over 2500 dwelling units. Increased traffic on this road will require eventual installation of traffic signals at the intersection of Mink Creek Road/Dahl Drive/55th Avenue, as identified in the Athabasca Flats Area Structure Plan. Flats Road, which lies north of this parcel, is a rural road which services the agricultural and country residential activities in Woodlands County, north and east of the area. An undeveloped road allowance lies on the west boundary of the property. This road allowance is occupied by an informal trail and a Fortis electrical power line.

The parcel is a relatively level area, with a slight slope (less than 0.1%) from the south west down towards the north east. Surface drainage is to the north east in prominent drainage courses that are about one metre deep and up to 70 metres wide. The site



drainage continues north to the Athabasca River, about 1000m north of the property. The primary surface elevation ranges from a high of 687.4 metres to a low of 686.0 metres. The river surface elevation at the natural drainage course discharge is below 682.0m except during peak flows.

The design flood level (100 year) is 686.0 at the sites west end and 685.0m at the east end (Alberta Environment Flood Hazard Study 1989). The entire parcel is above the 100 year flood level.

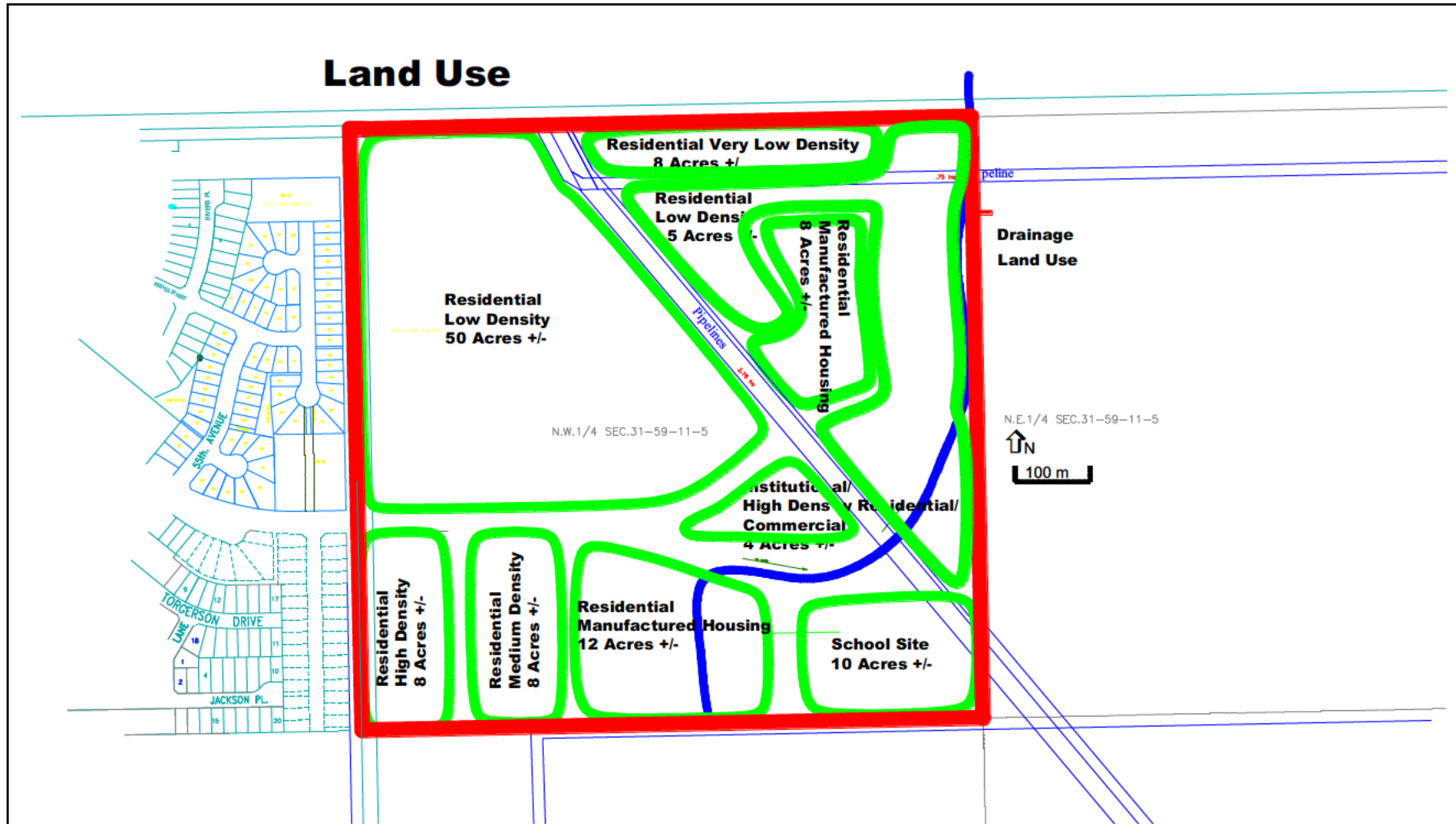
Most of the parcel has been cleared for cultivation. Some of the clearing debris has been deposited in the drainage courses, and must be removed if these are to be used for storm water drainage. The west boundary of the site is a tree line of poplar and willow. Portions of this may be retained, however as the trees are mature, some will be lost due to nearby ground disturbance during development, while others will be failing due to advanced age. Approximately 15 acres of a mature mixed wood forest remains in the south east corner. This area is contiguous with the forested crown land to the south and south east. It provides a large expanse of natural habitat, with a moderate deer population. Urban development would require removal of this tree cover.

The geotechnical study of the site indicate that there is a thin layer of topsoil (0.15 to 0.25m), a layer of highly plastic clays (between 0.5 and 3.0m), followed by gravel deposits to nine metres in depth. The water table lies within 2.0m of the surface. Residential development will prevent later access to the gravel deposit. Residential development will likely cause a lowering of the water table.

The Whitecourt Wastewater Treatment Plant (sanitary sewer) is north west of the site. The nearest surface area affecting development is 350m from the parcel, which is beyond the 300m limiting distance for development. The site is not affected by regulatory setbacks from the sewer plant, however plant upsets may result in odors being generated which may be carried by the prevailing winds into the area.

Two natural gas pipeline corridors cross the parcel. One right of way parallels the north boundary, seventy metres south of Flats Road. The other corridor of two ROWs crosses the site diagonally, from the south east to the north west. These corridors cannot be built upon, but do not pose any restrictions to use outside of the right of way boundaries. They are obstacles to road and utility development.

Water and sanitary sewer lines terminate in Mink Creek Road, west of the site. A trunk sewer, running south to north, lies 60m west of the parcel boundary. The Town's servicing study identified a need for a sewer lift station in the north east portion of the area, or in the land further east, to serve this site and future developments.



PROPOSED DEVELOPMENT

Land Use

The plan provides for the extension of the urban residential development that lies to the west of the area. It includes low, medium, and high density residential sites, sites for manufactured homes, institutional sites, and a commercial site.

Very Low Density

The area designated for this use lies between the pipeline ROW and Flats Road. It is approximately seventy metres in depth, which precludes having two rows of lots. Large lot development can make use of the excess depth and offer urban serviced large residential properties. The area is west of the north south pipeline, which will delay development until utilities are extended to serve other land uses in this area. The large lot development could potentially compliment rural residential development north of Flats Road, and share the cost of utility and road improvements. Access to this area would initially be via Flats Road, however this road could be terminated at the pipeline crossing after a road connection to Mink Creek Road is developed to the east. This would reduce traffic in this area, and enhance the properties, while reducing rural traffic on the existing Flats Road further west.

Low Density

The greatest amount of area is designated for low density residential development. This is intended for single family and duplex dwellings. Land designated for this use will accommodate about five dwelling units per acre. The largest low density site lies north of the arterial road and west of the diagonal pipeline ROW. It is separated from the other land uses by these features, while it abuts existing low density residential development to the west. This area is readily developable with the initial extension of Mink Creek Road and utilities. It is not intended to provide road access to Flats Road from this area as this might result in rural traffic shortcutting through the neighborhood. The area will have a small neighborhood park on the west boundary, and open space for recreation use on the pipeline ROW.

The second low density area lies east of the diagonal pipeline ROW, adjacent to the east boundary of the plan area. This area is distant from existing utilities and roadways, which will delay its development to a later stage. As well, a lift station will be required for the sanitary sewer system to serve this area, the very low density area, and the land further east. The exact location and service area of the lift station will depend on the development of plans for the land to the east. A collector roadway will connect Flats Road to Mink Creek Road through this site, and serve as an interim major access to Flats Road until the land to the east and required arterial roads are built. The north part of the area will have a drainage swale on the east side, which will separate it from development further east and provides open space. The south portion of this area will have open space provided on the pipeline ROW. Depending on the timing

of development of the parcel to the east, the minor street network and utility system may be developed to connect these areas seamlessly.

Medium Density

The medium density area is intended to accommodate multi family dwellings where each unit has direct access to the outside, including duplexes, fourplexes, row houses, and town houses. The site is south of Mink Creek Road, across a collector roadway from the high density site.

High Density

High density residential developments (apartments) require direct access to major roads and should be buffered from lower density uses. These are the same attributes for commercial and institutional uses. The proposed area is south of Mink Creek Road, at the western edge of the parcel. This site is separated from the low density area to the north by Mink Creek Road, and from the low density area to the west by a pipeline ROW with potential trail development. A collector roadway is proposed to separate it from medium density development to the east, and provide access to the eventual extension of 52nd Avenue. A high level of interest was expressed during plan preparation in having apartment sites available at an early stage of development. This area is developable upon extension of Mink Creek Road into the area. Development of the site for apartments should be initiated prior to allowing low density development on the land to the west to minimize opposition.

Manufactured Housing

Two sites are designated for manufactured housing. Manufactured housing can be developed as individual freehold lots, condominium lots, or leasehold (park) lots. Manufacture housing units do not require basements, which potentially allows slightly shallower sewer lines to be installed. With reduced sewer depth, the area east of the pipeline ROW may be serviceable without the lift station required for the low density development further east.

Table 1 Residential Uses

Residential (includes 4.5 acres of parks)	134 Acres
School	10 Acres
Inst/Comm/ High Density	4 Acres
Pipeline	9 Acres
Drainage	7 Acres
Total	164

Table 2
 Land Uses

Residential Land Use	Area	Density	Dwelling Units
Very Low Density	8 Acres	2.5/ Acre	16- 24
Low Density	75 Acres	5/ Acre	300- 400
Medium Density	8 Acres	14/ Acre	90- 120
High Density	8 Acres	35/ Acre	240- 320
Manufactured Housing	20 Acres	7/ Acre	100-140
Total	129	5.5 to 8 per acre	746- 1004

Institutional/High Density Residential/Commercial Use

The intersection of the two arterial roads provides a site that has excellent access from the neighborhood and areas outside of the neighborhood. This location is well suited to institutional, high density residential, or commercial uses. The site is bounded on the north by Mink Creek Road and on the south and west by the natural drainage course. It is bisected by the second arterial route. Approximately one acre is available on the west, and three on the east. Additional land for parking may be available for the eastern site on the pipeline right of way. The site could support neighborhood commercial activity, such as a personal service establishment, restaurant, small retail, convenience store, service station, or child care. Institutional uses could include a church or other similar use that generates a large volume of traffic in a relatively short interval. High density residential development could provide up to one hundred dwelling units.

Specific designation of the site should await proposals from developers, with expectations that any of these uses could be accommodated.

School Use

Both school districts have expressed an interest in having a site in this area. Northern Gateway requires a site for a 650 student high school between 2008 and 2010, while Living Water require a site for a 350 student high school before 2015. The anticipated total school area required is between 15 and 20 acres. To accommodate the districts' future needs would require dedication of all available park and school reserves to one location, eliminating the provision of any neighborhood park space in this quarter section. We have attempted to meet the future school site needs by placing the site at the juncture of other properties, in anticipation that reserves will be provided from these properties to supplement the site size. Alternatively, if reserves are not provided in the time frame required, the adjacent land could be purchased to provide the required additional space. This site is intended for a school that will have students arriving from throughout the community, not a neighborhood level facility. It is located adjacent to the north/south arterial road to provide ease of access from the rest of town, and traffic circulation on two major routes (Mink Creek Road and 52nd Avenue). It is a potential site for a high school. Locating both school facilities at the same site allows sharing of sports fields and coordination of transportation. The site is south of the natural drainage course, and west of the diagonal pipeline ROW. The ROW may be useable for sport field use, increasing the effective area of the site. As the buildings on the site will occupy less than 20% of the total area, the remainder of the site could be used as storm water storage for major events (dry pond), providing a source of fill material for roads. With extension into adjacent quarter sections, a total site of up to 40 acres may be available in this location. A large site of this nature could be a new sport field, recreation, or education campus, anchored by the two high school developments.



SCHOOL YARD AND SPORTS FIELD AS DRY POND STORM WATER STORAGE



Parks

Ten percent of developable land is available for dedication to park and school uses. With the removal of the pipeline right of ways and natural drainage areas from the total area, approximately 145 acres of developable land lies in the plan area, leaving park and school dedication at 14.5 acres. With a school site of 10 acres, 4.5 acres is provided for neighborhood park sites. Additional open space may be available with leveling and grassing of the pipeline ROWs. Neighborhood park sites should be provided such that all residents are within a three minute walk of a park, without having to cross a collector or arterial road. With the exception of the easterly low density area, this criteria can be met. Park sizes of 0.4 to 0.8 acres have proven adequate in other areas of Whitecourt. Neighborhood parks will generally be located away from roads, with walkway access. Park site designation will be part of detail subdivision design. The school site will serve as the major neighborhood park area, with sport field development and other facilities (skating rink, hard surface play area) dependant on school and community involvement. The storm water drainage ponds and channels will be passive open space, providing visual relief. They are not intended for active recreation use, but may be used for trails.

Roads

The plan provides the approximate alignment of major roads through the area. Arterial and collector roads are shown. Access from arterial roads may be provided to high density residential, commercial, or institutional lots, or to major access points to the medium density and manufactured housing sites. Fencing will be required between arterial roads and adjacent low density, medium density, and manufactured housing sites. Mink Creek Road will be the initial connection to the rest of the community, and extend through the site to the property to the east. It will be a residential arterial road. The second arterial road will connect Mink Creek Road with the future extension of 52nd Avenue south of the site. It will provide access to the school site, and offer alternative access to downtown and the future east industrial site from this area. The intersection of the two arterials will provide easy access to a high traffic and visibility site, suitable for commercial, high density residential, or institutional uses. The configuration of this intersection is shown as a "T", however alternatives such as speed curves or roundabouts will be evaluated at the detail design stage. Alternative treatments may replace the need for traffic signals that could arise if the school site generates a high traffic load.

There will be approximately 1200m of arterial road in the plan area, which is similar to the amount shown in the future development of each quarter section to the to the south and east. Arterial road right of ways will be 30m wide, with road surface of 15m. Separate (boulevarded) asphalt pathways will be provided on one side.

Collector roads are provided for local circulation and to direct traffic to the arterial network. They receive medium priority for snow and ice control and are used as school bus routes. The arterial and collector routes shown place all properties within 400m of a main road. The collector road that lies east of the high density site south of Mink Creek Road connects to the future 52nd Avenue, to allow

direct access to the downtown area for the high volume of traffic expected from the high and medium density sites. This road is set east of the residential collector road north of Mink Creek Road to limit shortcutting of traffic from the low density residential area through the high density site. The collector road in the east low density area will be an interim access to Flats Road until the arterial road network extends further east. In addition to serving the immediate neighborhood, it will carry some rural traffic. Collector road right of ways will be 24m wide with 12.5m wide road surface. Sidewalks will be required on each side, while boulevards may be provided.

Local and minor local roads provide direct property access. They are not shown on the plan, but left to the detail neighborhood design level.

The existing undeveloped road allowance on the east boundary of the parcel is not required for road development. It contains an above ground power line that should be rerouted and buried. Closure of this road allowance, with the land to be included in the low and high density sites will be required.

Flats Road is not identified in the plan as a feature of this area. It is not required as an arterial, collector, or local road for this site. It may be required as a future route to a new crossing of the Athabasca River, linking the east industrial area, the hilltop industrial area, and this part of Whitecourt with a bridge north of the golf course. Widening of the right of way to 30m to protect the potential future use will be required during development of the very low density residential site. Closure of Flats Road between the wastewater treatment plant access and the pipeline crossing will direct rural traffic to the internal arterial road system, reducing traffic through Graham Acres sport field area, while not interfering with the potential for a future river crossing connection

Walkways

The major walkway and trail network in this area will include routes adjacent to arterial roadways and on the east boundary and diagonal pipeline right of ways if approval can be obtained. If Flats Road is closed east of the wastewater plant, a walkway could be placed on that closed portion of road to connect to the pipe line pathway. Minor walkway development may make use of the drainage course. The Town's current practice of allowing winter ATV traffic on designated routes could present an opportunity for this site, or a potential nuisance. If the diagonal pipeline ROW is designated as a route, it could form part of the trail network, provide access to land east of Town, and be signed and controlled at crossings as part of the development. However, if it is not an approved route, use of it will likely occur anyway, resulting in ongoing conflict adjacent owners expecting a quiet environment. Prior to designation of the

ROW as a route, the eventual trail network and connections should be identified to ensure the designation does not result in directing ATV traffic where it is not welcome. Proper road crossings should be provided for pedestrian and ATVs at arterial roads.

Utilities

The geotechnical study for the site shows the water table to be within 2.0m of the surface. With a standard depth of cover for water and sewer lines of three metres, this requires placing utilities in the water zone, or raising the ground level. If fill is available, raising the ground level is preferred to de-watering and having a flooded pipe zone. Placing all deep utilities above the water table will require filling of roadways and portions of most sites. The material required for road work can be obtained on site, by overexcavating the drainage courses to serve as wet ponds. The site can be developed with conventional urban servicing, including franchise utilities, water, and sanitary sewer systems. To maximize the access to existing systems, the utility systems will initially extend in Mink Creek Road. This will allow development of the High Density, Medium Density, and a portion of the westerly Low Density sites. A second water and sewer connection will be required at the north west end of the site, to provide water system looping and maximize gravity flow of sanitary sewer. The water connection would bring a line from the land to the west in, parallel to Flats Road. The sewer line would cross Flats Road to connect to the system upstream of the treatment plant. This line would then extend roughly parallel to the diagonal pipeline crossing, through the site, with eventual extension (and service) to the land south of the plan area.

The area east of the diagonal pipeline may not be serviceable by gravity sewer to the proposed line. The manufactured housing area has the potential for gravity service as lines will not require depth to go under deep footings, however the Low Density site will require a lift station. This lift station will benefit the land to the east, and would be a joint project. The very low density development could potentially be served with low pressure sewer systems, pumping into the force main that will ultimately serve the lift station.

Public Transit Accomodation

Though Whitecourt is not currently served by public transit, future growth may result in a bus system being established. Transit routes will follow arterial and possibly collector roadways. The road network provides a circulation pattern for a bus route, with reasonable walking distances from all sites to the major roads. Bus stops on collector roadways do not require special treatment, however on arterial roads, pull outs improve safety and traffic flow. A pullout can also provide a location for community mail boxes. It is premature to identify locations for transit pullouts at the Area Structure Plan stage. Public transit requirements should be evaluated at the time of each subdivision approval.

Drainage

Storm water drainage on the site poses some challenges due to the high water table. A conventional underground piped system would be below ground water, and partially below river discharge level at times of the year. Maximizing the existing natural drainage courses and surface drainage will be pursued. The storm drainage system will be designed to accommodate 50% site coverage of buildings and hard surfaced areas in low density residential areas, and higher levels on other sites. On site storage of storm water will be accommodated by overexcavating the existing drainage course to develop wet ponds, with sufficient freeboard for storm events. Discharge will be through existing channels, at or near the current discharge rates. Where underground piped systems are required, they will flow to the wet ponds with submerged outfalls. Wet ponds will be excavated to a depth of three to four metres below the existing ground level, to ensure they are continually full of water. Bank slopes will be prepared as landscaped areas to offer some visual amenity, however the water areas will not be intended for contact recreation.

Additional storm water storage will be provided on the school site, which will be excavated to form a dry pond. The site will be excavated about one meter below existing ground level. It will be partially flooded during major storm events. Except for major events and the immediate aftermath of heavy rains, the site will be dry and useable for sport fields.



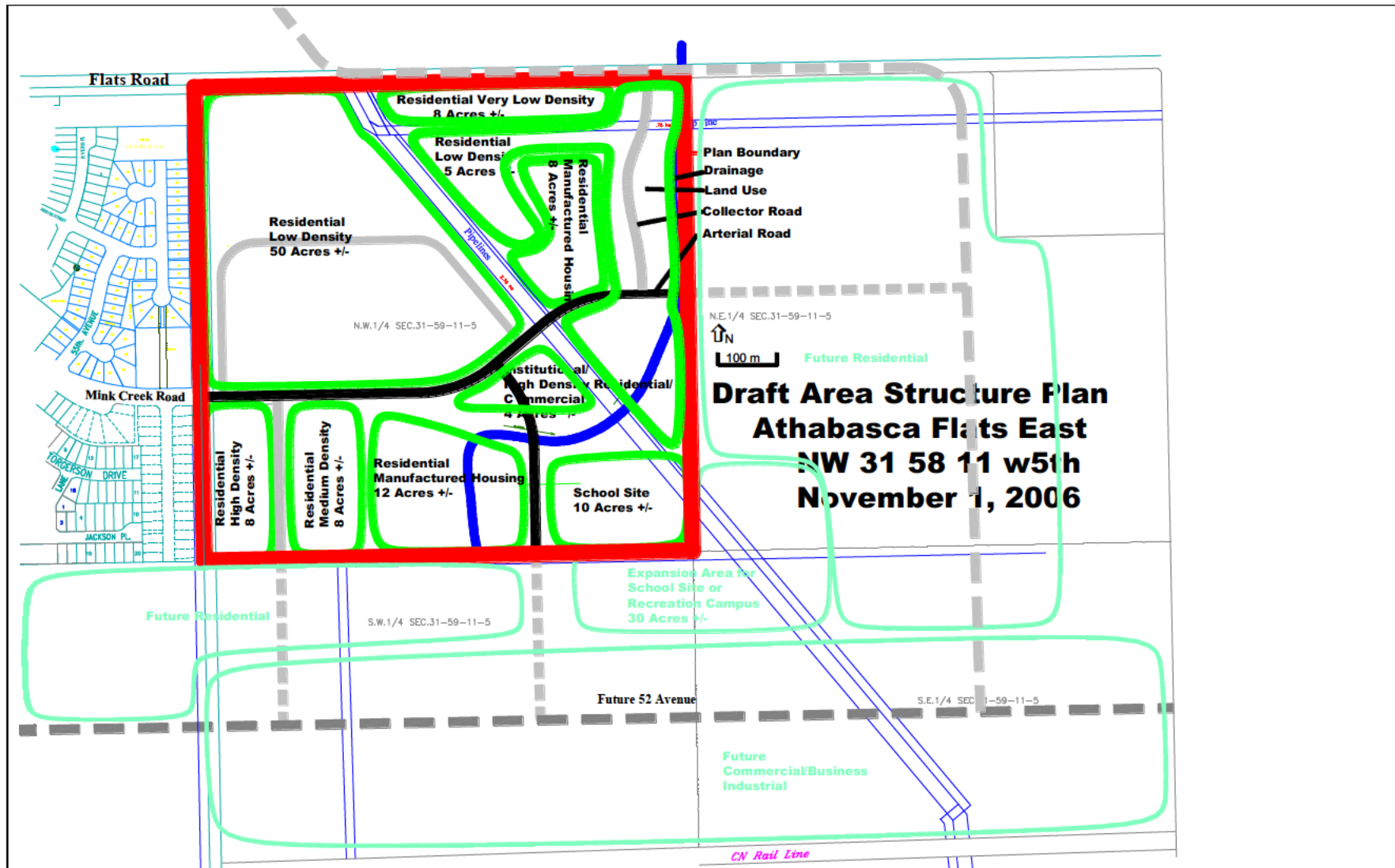
Pipeline ROWs

Pipeline ROWs occupy about nine acres of the plan area, which is near the amount of land dedicated to the school site. The ROWs restrict road and utility placement, present odd parcel configurations, cannot be built upon, and pose ongoing maintenance of open space issues. Incorporating them within private property lessens the burden on the Town, but may result in uncontrolled encroachment and increases the required vigilance of the pipeline operators. Alberta Municipal Affairs publication of Advisory Land Use Planning Notes on the Pipeline Urban Encroachment Problem states that right of way use for active open space such as playfields or trails, or parking is acceptable. We propose that the ROWs be utilized for trail development, included in the school site for sport field development, and partially included in the Institutional/High Density Residential/Commercial site for parking. There has been interest in the past in making land available for community gardens, as partment and even small lot residents do not have land available for gardening. The diagonal ROW might prove a suitable site for this. Community gardens contribute to the sustainability of the development, reduce municipal maintenance requirements of the land, and contribute to neighborhood ownership. The level of

finished landscape must be established in advance of development to ensure adjacent owners are aware of the condition that the ROWs will be left. A high level of finish will require considerable ongoing maintenance by the Town, while rough finish and naturalization may not be acceptable to urban residents. Leveling and establishing lawn grass on the ROWs would be a responsibility of the Town during trail development that coincides with residential development. Uniform fencing of the ROWs is required in advance of residential development to prevent construction activity over the lines. Contribution to the fencing by the pipeline operators should be pursued. Pending confirmation of pipe depths, no surface grade changes on the right of ways are anticipated except where road or utility work is required. Two road crossings, two drainage crossings, and three deep utility crossings are expected.

Site Grading

Major grading changes will be the excavation of the wet ponds and school site, and raising of the road right of ways. Lot grading to drain to existing grades will be encouraged to minimize import of fill. With the raising of roads ways, and of the road side of building sites, all footing levels will be above the water table. The pipeline ROW grades will not have major alterations, except where utility, road, or drainage requires. The existing topsoil layer should be stripped, and retained on site for landscape purposes. Where possible, the underlying gravel layer should be excavated and used on site to maximize the use of this resource before losing access.



Schedule

- | | |
|---|---|
| 1. Circulate Draft Area Structure Plan | October-November 2006 |
| 2. Amend Municipal Development Plan | December 2006 |
| 3. Revise Draft ASP | December 2006 |
| 4. Adopt ASP | February 2007 |
| 5. Initiate Land Sales | March 2007 |
| 6. Construct Mink Creek Road to east side of High Density | June-July 2007 |
| 7. Low Density site available | June 2007 |
| 8. High and Medium Density site available | June 2007 |
| 9. Manufactured Housing Site available | if 7 and 8 proceed in June 2007, then September 2007 |
| 10. School Site | if required, utilities and temporary access to site could be provided in 2008 |

BYLAW NO. 1409
OF THE TOWN OF WHITECOURT
PROVINCE OF ALBERTA
TO ADOPT AN AREA STRUCTURE PLAN FOR
ATHABASCA FLATS EAST

WHEREAS, Council deems it expedient and proper to adopt an Area Structure Plan to provide a framework for subsequent subdivision and development of land contained within the municipal boundaries and legally described as the North West Quarter of Section 31 Township 59 Range 11 West of the 5th Meridian.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Municipal Council of the Town of Whitecourt, duly assembled, enacts as follows:

1. That for the purpose hereof, the land being the subject of this Bylaw is the NW 31 59 11 w 5th.
2. That the Council of the Town of Whitecourt hereby adopts the Area Structure Plan, being Schedule "A", attached to and forming part of this Bylaw.
3. That this Bylaw shall take effect upon the date of final passing thereof.

READ a first time this 26th day of February, 2007.

READ a second time this 26th day of February, 2007.

READ a third and final time this 26th day of February, 2007.



Mayor



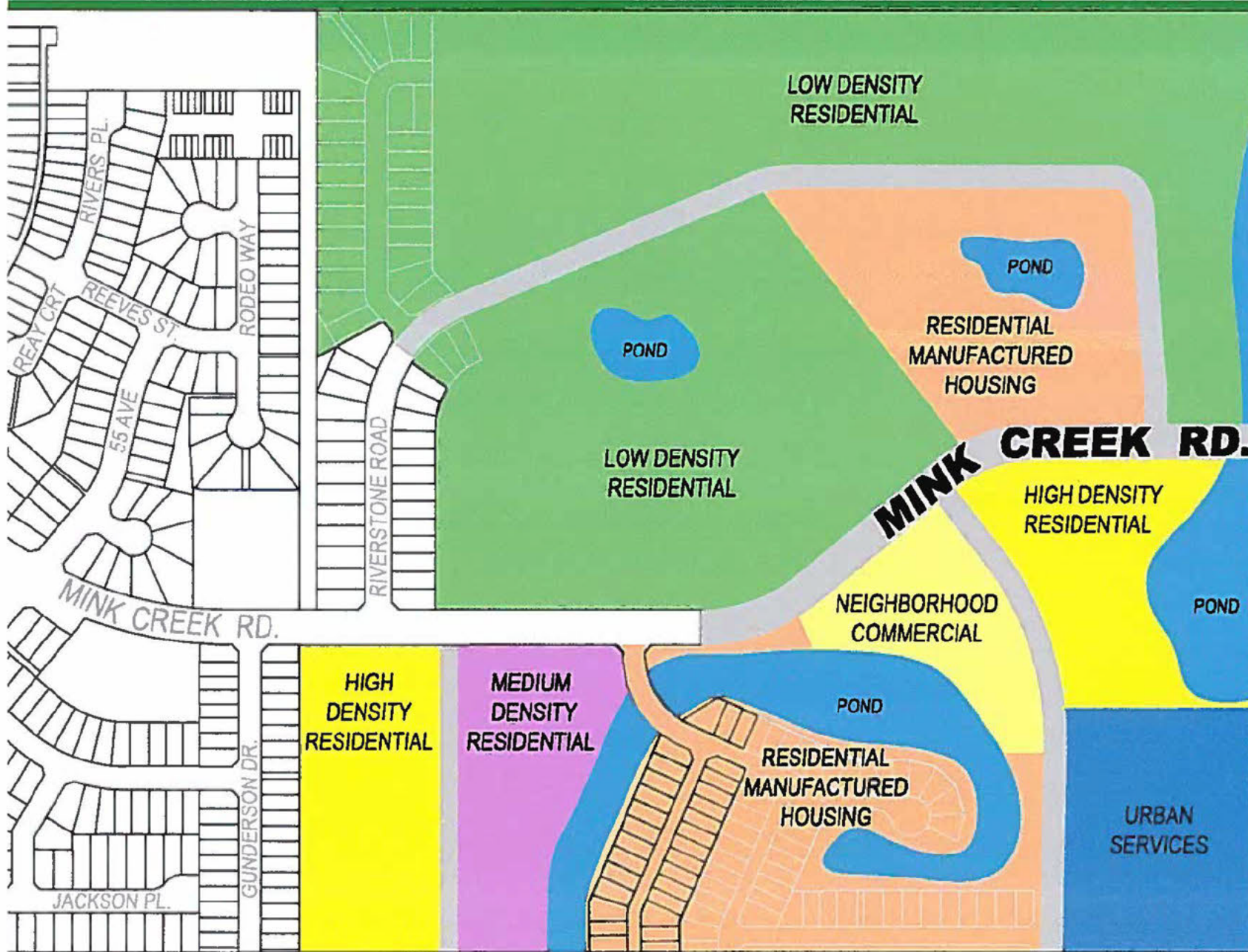
CAO

Signed by the Mayor and CAO this 7th day of March, 2007

TOWN BOUNDARY

**ATHABASCA FLATS EAST
AREA STRUCTURE PLAN**

LAND USE



-  LOW DENSITY RESIDENTIAL
-  URBAN SERVICES
-  RESIDENTIAL MANUFACTURED HOUSING
-  MEDIUM DENSITY RESIDENTIAL
-  HIGH DENSITY RESIDENTIAL
-  NEIGHBOURHOOD COMMERCIAL
-  STORMWATER MANAGEMENT POND

PARTICIPANTS:**Living Waters Catholic Regional Division No 42**

Carol Lemay
Dan Fuoco
Ashley Floyd
Doug MacAuley

Other Stakeholders

Peter Smyl, Town of Whitecourt
Luc Mercier, Woodlands County

Alberta Education (AE)

Michael Ediger

Alberta Infrastructure (AI)

Mark Latimer
Estella Tong
Kenneth Wong

Facilitation Team (VMI, Group2 & TCCL)

Chris Baker – Workshop Facilitator
Debbie Macdonald – Workshop Administrator
Doug Ramsay – Architect
Joylyn Teskey – Architect
Curtis Cameron – Cost Consultant

PROCESS:

The review will be carried out in two half-day interactive workshops on the afternoon of Thursday, November 8, 2012 and the morning of Friday, November 9, 2012 in Whitecourt.

Information Stage

A brief overview of the development options, together with a synopsis of stakeholder issues.

Creative Session

This step in the workshop primarily involves brainstorming the options to determine the best value solution. All ideas generated will be listed, regardless of their ultimate viability or acceptability. Following the creative session, any options or alternatives that the group considers worthy of further evaluation will be tabulated to be further developed off-line by AI to a proof-of-concept level.

WORKSHOP AGENDA

LOCATION:

St. Joseph School
3804 - 47 Street
Whitecourt, Alberta

OBJECTIVE:

- To bring together the stakeholders to review the re-development options, to identify advantages, disadvantages and the cost benefit of each option, in order to achieve consensus on the best value solution.

Thursday, November 8, 2012

INFORMATION STAGE

TIME: 12:00 – 14:00 (approximately)

- | | |
|---|-----------|
| ○ Overview of the workshop process | VMI |
| ○ Alberta Education and Infrastructure overview | GoA |
| ○ Regional Division goals and objectives | RD No. 42 |
| ○ Questions & answers | All |
| ○ Area comparator | Group2 |

Working Lunch – 12:00 (approximately)

SCHOOL TOUR

TIME: 14:00 – 17:00 (approximately)

Friday, November 9, 2012

CREATIVE SESSION

TIME: 08:00 – 12:00 (approximately)

- Develop planning options
- Cost benefit evaluation of options
- Review and rank planning options
- Next steps

Living Waters CRD No. 42
4204 Kepler Street, Box 1949
Whitecourt, Alberta
T7S 1P6

January 6, 2014

RE: Athabasca Flats East School Site

Mr. Doug MacAulay, Director of Facilities and Technology;

The Athabasca Flats East Area Structure Plan adopted by Council in 2006 identifies a school site of approximately 8-10 acres in the southeast corner of the NW ¼ SEC 31-59-11-5. Also identified is the potential to expand this school area to the south and east to facilitate a community campus project totaling up to 40 acres. The Town of Whitecourt owns the available land within this quarter section as well the land immediately south. The land to the east is held by a private landowner and the land to the southeast is held by the Province of Alberta. Please refer to the attached location map.

The proposed school site has been placed at the junction of three future arterial roadways which will allow students to access the school at a community level rather than a neighborhood level. It is bounded to the north by the extension of Mink Creek Road and to the south by the extension of 52nd Avenue. To the west, a future arterial road will connect Mink Creek Road to 52nd Avenue. Current Arterial Road standards for the Town of Whitecourt include a 4-lane (15m) carriageway with straight face curb and gutter, and sidewalks separated by a 1.5m to 4m boulevard. Arterial Roads are given first priority in the Town of Whitecourt's snow clearing routes. A proposed neighborhood commercial site is also identified immediately northwest of the proposed school area.

The entire Athabasca Flats East area is relatively level with a very small slope from the southwest towards the northeast, draining to the Athabasca River. According to the Alberta Environment Flood Hazard Study (1989) the entire parcel is above the 100 year flood elevation. Geotechnical analysis has not yet been carried out within the school site, however a geotechnical report from 2006 indicates that there is a thin layer of topsoil (0.15m to 0.25m), a layer of highly plastic clays (0.5m to 3.0m), followed by gravel deposits to 9m deep. Groundwater in 2006 was also estimated within 2m of the existing ground surface.

A mature mixed wood forest covers the proposed school site with a 40m wide cleared pipeline corridor crossing the site diagonally at the northeast corner. The corridor contains oil and natural gas pipelines and is intended for open space development such as a sports field and/or dry pond to serve the future school. Current development setbacks are at the boundary of the utility right of way. The drainage concept for the Athabasca Flats East Area is to utilize overland drainage wherever possible and drain into wet ponds with a controlled outlet into the natural oxbow that flows into the Athabasca River. As the building site will occupy less than 20% of the total land, it is anticipated that the remainder of the school site could be used as a dry pond to store major stormwater events. Dry ponds within the school site can also be used as sports fields during dry periods.

A servicing study completed in 2013 identified the need for a lift station in the northeast corner of the quarter section in order to service the proposed school site and surrounding area. Currently, detailed design is being done on this lift station as well as on the stormwater management pond(s) required to service the next phases of development which include the residential development in the northwest portion of the quarter section up to the pipeline right of way as well as the proposed school site. Detailed design is anticipated to be complete in early 2014 so that the construction of the lift station and storm pond(s) can be tendered out and completed by the end of 2014. The servicing study also estimated that an average of 0.75m of fill would be required for development in the Athabasca Flats East Area. The Town has since identified an available fill source within the Town of Whitecourt to help address this issue.

Roads and utilities have not yet been extended to the proposed school site as development has not yet warranted them. Preliminary design of the required road and utilities is being completed as part of the detailed design for the lift station and stormwater management ponds. Therefore, if the construction of a new school is confirmed and services needed to the site, the Town could work with the School Board to complete the detailed design and construction of the road and utilities to the proposed school site within a relatively short timeframe. It is anticipated that the design and construction should be able to be completed within a single construction season.

Services to the school will be provided off of the north-south arterial road that connects the extension of Mink Creek Road to the extension of 52nd Avenue immediately west of the proposed school site. The 2013 servicing study identifies a 250mm diameter watermain and a 300mm diameter gravity sanitary main within this arterial roadway that will be available to tie in services to the school. The study indicates that there are no issues with the supply of water to the site and as mentioned above, a lift station is currently under design to provide capacity for sanitary sewage.

The Town of Whitecourt does not foresee any issues with subdivision or development approvals and will assist the school with all required applications for subdivision and rezoning. Detailed site evaluation and facility design will be the responsibility of the school district, and the Town will grant access to the proposed site upon request.

If you require any additional information or clarification please contact the undersigned.

Sincerely,

Jennine Loberg

Director of Planning and Development

E-Mail: jenninescheck@whitecourt.ca

Ph: (780)778-2273 ext#112

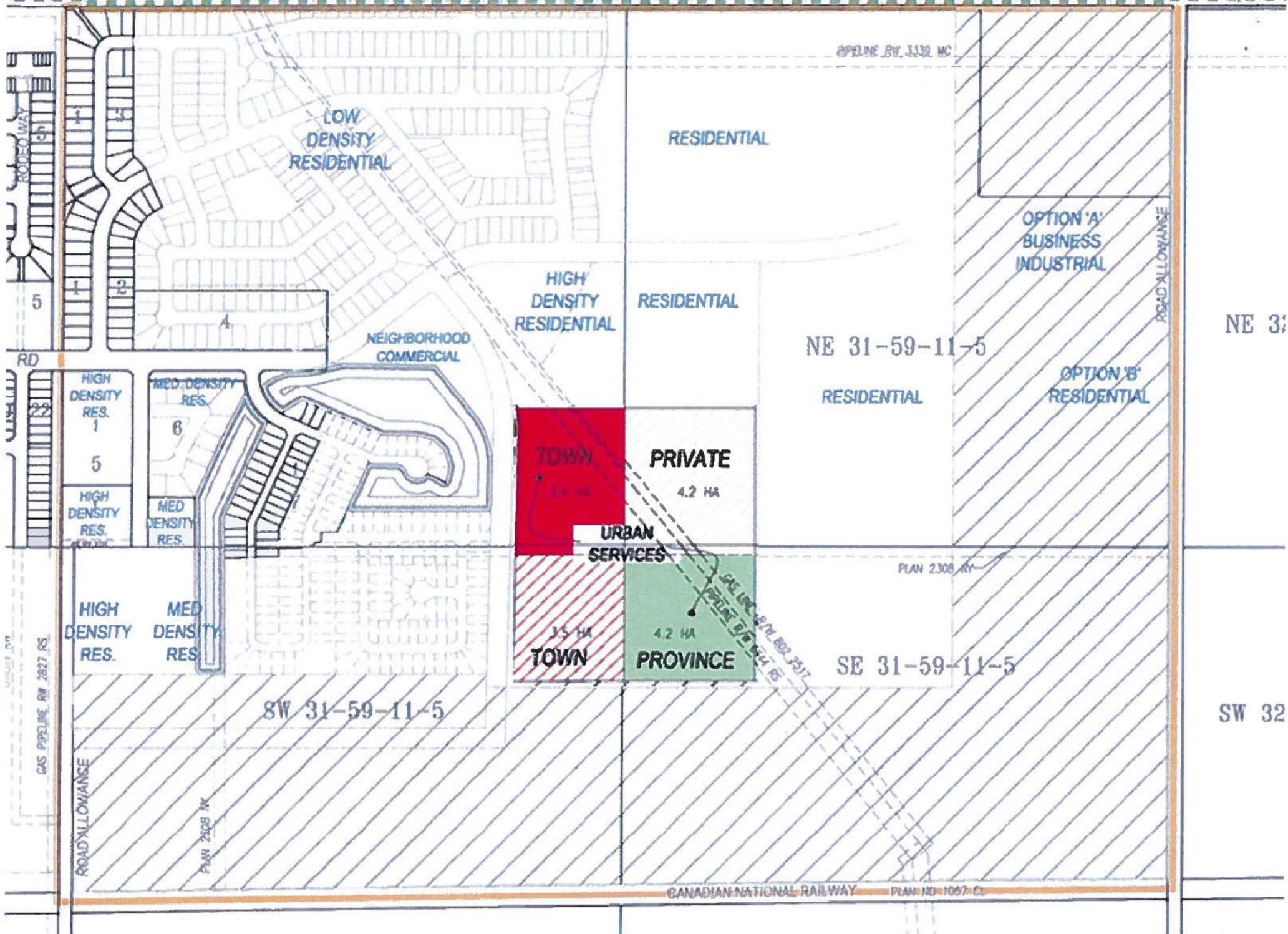
Attachment – Proposed School Site Location Map



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone /780.778.2273 Fax /780.778.4166

www.whitecourt.ca



NE 31

SW 32

Alberta Education Learning Supports Division
Mr. Robert Craig, Senior Manager Capital Planning Branch North
2nd Floor, 44 Capital Boulevard
1004 – 108 Street
Edmonton, AB T5J 5E6

COPY

January 24, 2014

RE: Whitecourt Future School Site

Dear Mr. Craig,

Further to our meeting of January 14, 2014 with yourself and Living Waters CRD No. 42, the Town of Whitecourt has identified a future school site of approximately 8-10 acres in the southeast corner of the NW ¼ SEC 31-59-11-5. The area structure plan for this site also identifies the potential to expand this school area to the south and east to facilitate a community campus project totaling up to 40 acres.

A servicing study completed in 2013 identified the need for a lift station in the northeast corner of the quarter section in order to service the proposed school site and surrounding area. Currently, detailed design is being done on this lift station as well as on the stormwater management pond(s) required to service the next phases of development which include the residential development in the northwest portion of the quarter section up to the pipeline right of way as well as the proposed school site. Detailed design is anticipated to be complete in early 2014 so that the construction of the lift station and storm pond(s) can be tendered out and completed by the end of 2014. The servicing study also estimated that an average of 0.75m of fill would be required for development in the Athabasca Flats East Area. The Town has since identified an available fill source within the Town of Whitecourt to help address this issue.

Roads and utilities have not yet been extended to the proposed school site as development has not yet warranted them. The servicing study also indicates that there are no issues with the supply of water to the site. Preliminary design of the required road and utilities is being completed as part of the detailed design for the lift station and stormwater management ponds. Therefore, it is anticipated that the design and construction, when required, should be able to be completed within a single construction season.

Once negotiations with Living Waters CRD No. 42, Woodlands County, and all other partners are finalized, the Town of Whitecourt will commit to providing access and services to the future school site by the May 2015 date as requested.

If you require any additional information or clarification please contact the undersigned.

Sincerely,



Peter Smyl, Chief Administrative Officer
email: petersmyl@whitecourt.ca


Whitecourt

5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone / 780.778.2273 Fax / 780.778.4166

www.whitecourt.ca

Highlights of Meeting
 AB Education, AB Infrastructure, Living Waters, Town of Whitecourt, Woodlands County
 September 17, 2014
 44 Capital Boulevard, Room 1227

In Attendance:

Carol Lemay, Living Waters	Joe Shelast, AB Ed	John Lovell, AB Infrass
Doug MacAulay, Living Waters	Michael Ediger, AB Ed	Tony Hodge, AB Infrass
Peter Smyl, Town of Whitecourt	Robert Craig, AB Ed	
Luc Mercier, Woodlands County		
Nieta World, WCS		

- Peter S. gave an update on the history of the previous land allocated to schools and the new Area Structure Plan which was approved a few years ago where the land for schools was designated in the Athabasca Flats area. Both school boards were in favour of the site for new schools in the future.
- The Town of Whitecourt is “leap frogging” development as the site for a new school would not be developed for another 3 – 4 years. However, Living Waters advised them in February 2014 that a new replacement school for St. Joseph had been announced and the AB Gov’t advised they wanted it open by September 2016. The school division received an extension letter from both AB Ed and AB Infrass. to a completion date in the 2016/2017 school year.
- Peter S. distributed a handout which shows the cost to the town in developing this site earlier than expected would be approximately \$1,000,000 (\$95,000 per acre).
- Robert C. advised that 10 acres is not big enough for a high school – that is the size of land required for an elementary school.
- The town has 40 acres available around the site for expansion if required.
- N. World indicated that Living Waters had completed the school in Slave Lake under budget by approximately \$1.2 million. AB Ed had taken back the \$1.2 million. N. World asked if this money could be reallocated to the new St. Joseph School. **C. Lemay to write a letter to Deputy Minister of Education requesting that the \$1.2 million be given back to Living Waters to use towards the capital cost of the new school.**
- The Town of Whitecourt/Woodlands County indicated that both Councils have committed to a new Performing Arts Centre; however, formal motions have not been made as they are waiting for the architect to confirm the right size and cost. **P. Smyl to email AB Infrass. and AB Ed as soon as the Town and County have determined the size and cost of the Performing Arts Centre.**
- **N. World to email Karen Link at NorQuest for the size of space they require in the new building. N. World will email AB Ed. And AB Infrass the size as soon as the information is available.**
- **D. MacAulay to email AB Ed and AB Infrass the size of the space required for the new Board Office.**



REQUEST FOR DECISION

Date: May 23, 2014
Meeting: Whitecourt Town Council May 26, 2014 Regular Meeting
Originated by: Jay Granley, Director, Community Services
Title: COMMUNITY LEARNING CAMPUS – PROJECT COORDINATOR

PROPOSAL AND BACKGROUND:

As previously reported to Council, the Community Learning Campus Committee is making steady progress towards the development of a performing arts centre and community campus in conjunction with a new Living Waters School Division School. To date, the Committee consists of representatives from the Town, Woodlands County, Living Waters School Division, and NorQuest College.

Given the complexities and short timelines for the project, the Committee had determined that a key strategy for project development is the contracting of consulting services to act as a Project Coordinator. A Request For Proposals process was initiated and the Committee is now proposing to employ a consultant as soon as possible to move the project forward.

REFERENCES:

N/A

BENEFITS/DISADVANTAGES AND OPTIONS:

The project is complex, involving the Town, Woodlands County, Living Waters, NorQuest College, the Province, future business and industry representatives, and future community organizations working together to achieve the Learning Campus concept. A Project Coordinator will be essential to the success, with involvement in all aspects, including funding strategies, agreements and governance items, coordination between the various partners, coordination of sub-committees, and administrative and accounting support. The Coordinator will work with Living Waters to develop the school portion of the project as well as with the Committee and partners to develop the community portion.

A consultant has been selected, World Consulting Services, who is able to start work immediately.

COST AND SOURCE OF FUNDING:

Consulting services have an estimated cost of \$120,000 for the first year; with anticipation that hours and costs will significantly decrease for subsequent years and until opening. On May 23, Town administration and Mayor Chichak had an opportunity to meet with administration and Mayor from Woodlands County and Living Waters School Division administration to discuss cost sharing for the consulting work. The group proposed that the cost be shared on the basis that Living Waters will pay for 60% of the costs and the two municipalities pay 40%. This split was determined on an estimate of time that will be required for new school development and time for the community portion; plus factoring a very preliminary capital cost split for the entire project.

It was further proposed that the municipal portion will be split with the Town covering 67% and Woodlands County at 33%. This figure was proposed with the acknowledgement that Woodlands

County is currently undertaking a census and it is anticipated that the current cost sharing percentages may change.

The Town's share of the consulting services will therefore equal \$32,160. The 2014 Budget includes an expenditure of \$10,000 for project development; and it is proposed that the remaining amount of \$22,160 be transferred from the Future Community Project Reserve.

COMMENTS:

RECOMMENDATION:

That Council cost share in the costs of the Community Learning Campus Project Coordinator at a cost of \$32,160, with funding to come from the 2014 Budget and Future Community Project Reserve.

APPROVAL:

Department Director:

CAO:



Living Waters Catholic Schools

REGIONAL DIVISION No.42

000041

Box 1949, 4204 Kepler Street
Whitecourt, AB T7S 1P6
Tel (780) 778-5666
Fax (780) 778-2727
Toll Free 1-888-434-7348
www.livingwaters.ab.ca

Fr: Living Waters CRD #42 Box 1949, 4204 Kepler Street Whitecourt, Alberta T7S 1P6	Date: August 31, 2014
To: Town of Whitecourt 5004 52 Avenue, Box 509 Whitecourt AB T7S 1N6	Invoice #: 840
Cost Sharing - Community Learning Campus Partnership May to August 2014 (see attachment for details)	\$ 17,283.16
	GST \$ <u>864.03</u>
TOTAL INVOICE AMOUNT:	\$ <u><u>18,147.19</u></u>

Please make cheque payable to Living Waters CRD #42.
If you have any questions regarding this invoice
please call me at (780) 778 - 5666.

Thank you.

Vicki Clay
Corporate Treasurer

Ecole St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership
Cost Sharing Details - May to August 2014
 Town of Whitecourt

Month	Date	Vendor	Sub Total	GST	Total Amount	Billing	Category	Expense Type	Description	Town of Whitecourt Cost Share		
										Sub Total	GST	Total Amount
May 2014	10/05/2014	Sun Media Corporation	\$ 549.00	\$ 27.45	\$ 576.45	Partnership	Consultation	Operating	Advertising - Initial Community Learning Campus	\$ 146.40	\$ 7.32	\$ 153.72
	30/05/2014	Workun Garrick Partnership	\$ 18,229.50	\$ 911.48	\$ 19,140.98	Partnership	Consultation	Operating	Campus Design / Presentation Boards	\$ 4,861.20	\$ 243.06	\$ 5,104.26
June 2014	07/06/2014	Sun Media Corporation	\$ 222.00	\$ 11.10	\$ 233.10	Partnership	Consultation	Operating	Advertising - Save the Date for June 11 Public Forum	\$ 59.20	\$ 2.96	\$ 62.16
	09/06/2014	Metasoft Systems Inc.	\$ 8,995.00	\$ 449.75	\$ 9,444.75	Partnership	Fundraising	Operating	Big Foundation Database/Training - 5 years	\$ 2,398.67	\$ 119.93	\$ 2,518.60
	11/06/2014	Abbies Catering Ltd.	\$ 1,076.90	\$ 53.85	\$ 1,130.75	Partnership	Consultation	Operating	Food/Beverages - June 11th Public Meeting	\$ 287.17	\$ 14.36	\$ 301.53
	14/06/2014	Sun Media Corporation	\$ 1,389.60	\$ 69.48	\$ 1,459.08	Partnership	Consultation	Operating	Advertising - Two page Centre Spread - Public Forum	\$ 370.56	\$ 18.53	\$ 389.09
	25/06/2014	1793116 Alberta Inc.	\$ 2,500.00	\$ 125.00	\$ 2,625.00	Partnership	Administration	Operating	May Contract - Project Coordinator	\$ 666.67	\$ 33.33	\$ 700.00
	25/06/2014	1793116 Alberta Inc.	\$ 200.88	\$ 10.04	\$ 210.92	Partnership	Administration	Operating	May Mileage - Project Coordinator	\$ 53.57	\$ 2.68	\$ 56.25
	25/06/2014	1793116 Alberta Inc.	\$ 10,000.00	\$ 500.00	\$ 10,500.00	Partnership	Administration	Operating	June Contract - Project Coordinator	\$ 2,666.67	\$ 133.33	\$ 2,800.00
	25/06/2014	1793116 Alberta Inc.	\$ 584.28	\$ 29.21	\$ 613.48	Partnership	Administration	Operating	June Mileage - Project Coordinator	\$ 155.81	\$ 7.79	\$ 163.60
	25/06/2014	1793116 Alberta Inc.	\$ 70.96	\$ 3.15	\$ 74.11	Partnership	Administration	Operating	June Meals - Project Coordinator	\$ 18.92	\$ 0.84	\$ 19.76
	30/06/2014	Impact Video Boards	\$ 500.00	\$ 25.00	\$ 525.00	Partnership	Consultation	Operating	Advertising - June 11th Public Meeting	\$ 133.33	\$ 6.67	\$ 140.00
July 2014	29/07/2014	1793116 Alberta Inc.	\$ 10,000.00	\$ 500.00	\$ 10,500.00	Partnership	Administration	Operating	July Contract - Project Coordinator	\$ 2,666.67	\$ 133.33	\$ 2,800.00
	29/07/2014	1793116 Alberta Inc.	\$ 193.86	\$ 9.69	\$ 203.55	Partnership	Administration	Operating	July Mileage - Project Coordinator	\$ 51.70	\$ 2.58	\$ 54.28
	29/07/2014	1793116 Alberta Inc.	\$ 9.56	\$ 0.48	\$ 10.04	Partnership	Administration	Operating	July Meals - Project Coordinator	\$ 2.55	\$ 0.13	\$ 2.68
August 2014	28/08/2014	1793116 Alberta Inc.	\$ 10,000.00	\$ 500.00	\$ 10,500.00	Partnership	Administration	Operating	August Contract - Project Coordinator	\$ 2,666.67	\$ 133.33	\$ 2,800.00
	28/08/2014	1793116 Alberta Inc.	\$ 193.86	\$ 9.69	\$ 203.55	Partnership	Administration	Operating	August Mileage - Project Coordinator	\$ 51.70	\$ 2.58	\$ 54.28
	28/08/2014	1793116 Alberta Inc.	\$ 11.36	\$ 0.57	\$ 11.93	Partnership	Administration	Operating	August Meals - Project Coordinator	\$ 3.03	\$ 0.15	\$ 3.18
	28/08/2014	1793116 Alberta Inc.	\$ 85.00	\$ 4.25	\$ 89.25	Partnership	Administration	Operating	August Other - Stamps - Project Coordinator	\$ 22.67	\$ 1.13	\$ 23.80
					\$ 68,051.94					\$ 17,283.16	\$ 864.03	\$ 18,147.19
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November 10, 2014

The Honourable Gordon Dirks
Minister of Education
320 Legislature Building
10800 97 Avenue
Edmonton AB T5K 2B6

COPY

Dear Minister:

Please accept this letter as confirmation that the Town of Whitecourt and Woodlands County are committed to a "Community Learning Campus" concept, where a performing arts facility and Norquest College facilities will be associated with the Living Water Catholic Regional Division No. 42 new school construction in Whitecourt.

The Campus project is a significant investment for our municipalities, with a capital budget of approximately \$20 million. The project will require a public borrowing bylaw and there are conditions and timelines under the Municipal Government Act (MGA) that must be met prior to funds becoming available. In addition, the municipalities recognize the value in obtaining a strong show of public support prior to initiating a major project and believe a series of "open houses", and possibly a plebiscite, are essential to the process.

Due to our municipalities' requirement for citizen engagement, and to meet MGA timelines, we will be constructing the community facilities of the project independently. We envision a "Community Learning Campus" where a performing arts facility, post-secondary facilities, and other community supports are physically connected and able to realize the benefits of partnership. In this regard, we request that both the Town and County continue to be closely involved in the architectural and planning process to meet future plans. During the school design phase, we may participate in funding enhancements as required that will provide a future benefit to the over Community Learning Campus Project.

Please be assured that both municipalities are in full support of the new school construction and the Campus concept. The Town has initiated the site development. Clearing and stripping is well underway, as is the tendering process for site servicing. Decisions regarding the community facilities will not affect school construction timelines.

We look forward to the continuation of our partnership with Living Water Catholic Regional Division No. 42 and Norquest College, in conjunction with Alberta Education and Alberta Infrastructure. Please feel free to call if you require additional confirmation or clarification on the above points.

Respectfully,



Maryann Chichak
Mayor, Town of Whitecourt



Jim Rennie
Mayor, Woodlands County



cc: Mr. George VanderBurg, MLA, Whitecourt/Ste. Anne
Ms. Carol Lemay, Superintendent, Living Waters Catholic Regional Division No. 42



*Ecole St Joseph / Whitecourt / Woodlands
Community Learning Campus
Case for Support*

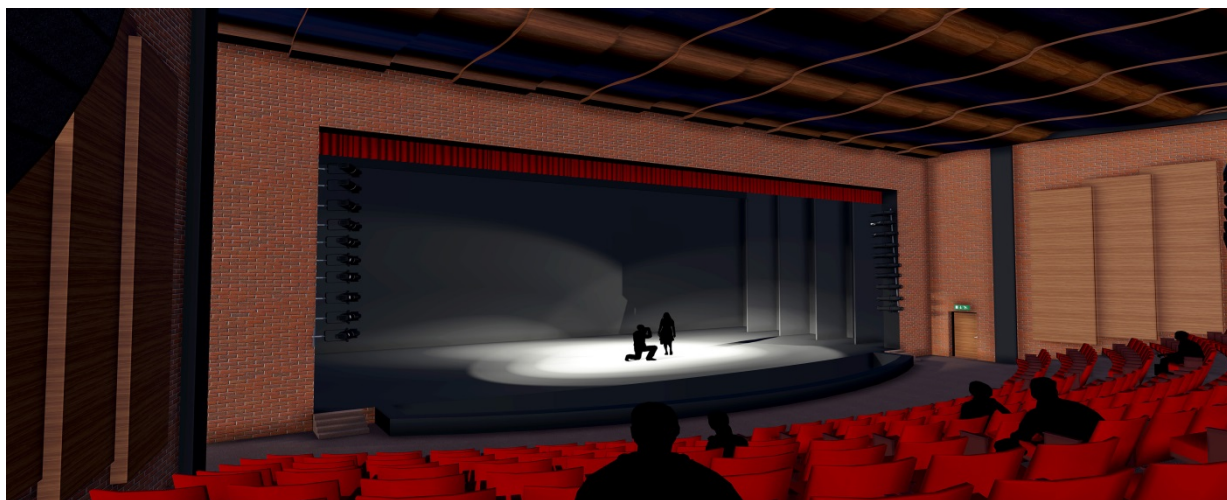


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1 Executive Summary

In January 2014 the Province announced funding for a new replacement school for the Ecole St Joseph School in Whitecourt. The Province committed to build the new school with advanced systems and features such as large windows for natural lighting, ventilations systems that improve air quality and circulation and state of the art facilities with modern Career and Technology labs and information Technology infrastructure to facilitate learning well into the 21st century.

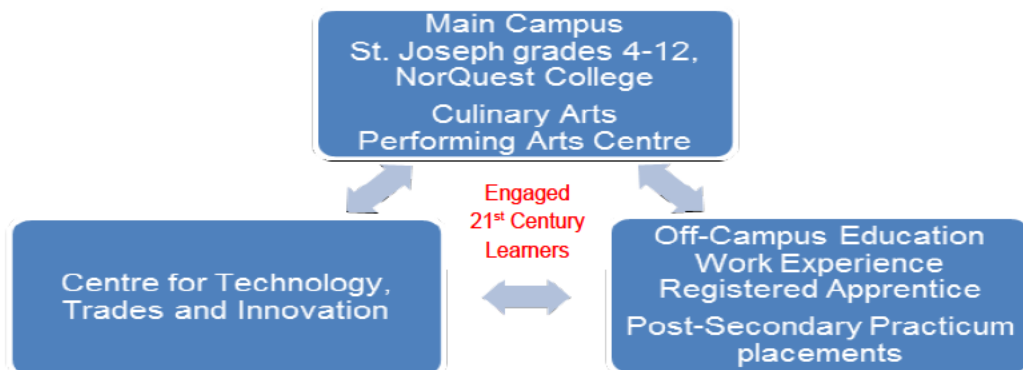
In advance of the announcement, Living Waters Catholic School Division (“Living Waters”), the Town of Whitecourt, Woodlands County and NorQuest College held discussions and agreed to form a Community Learning Campus Partnership (“CLCP”) to develop an even larger community campus facility which would include not only the new school, but also a Performing Arts Centre, business offices for Living Waters, a Community Adult Learning Hub to include post-secondary programs and other community opportunities. The facility is expected to be completed in the 2016/17 School year (by June 2017).

The CLCP is committed to providing the community with opportunities for both students and adults by offering access to a variety of learning programs including Dual Credit Programming, Registered Apprenticeship Programs (RAP), transitions into post-secondary education and other community programs as required.

The CLCP has been and will continue to work directly with key stakeholders including community members, industry and business leaders, First Nations and any other interested parties to ensure the entire community is involved in the visioning and planning of the facility and related programs.

The CLCP formed a Steering Committee and has been meeting on a regular basis to advance the project. With a project of this magnitude and to ensure progress and attention to detail it was agreed that there was a need to hire a Project Coordinator and this position was filled in May 2014. Sub-committees were formed in June 2014 to work on key aspects of the project including the Administrative Committee, Performing Arts Committee and the Industry/P3 Committee.

1.1 Ecole St Joseph/Whitecourt/Woodlands Community Learning Campus



2 Mission Statement

To create a Community Learning Campus that promotes an environment for learning, inquiry, partnership and communication that supports our students, our employees and our communities and enhances our quality of life.

3 Vision

3.1 Vision for the Campus

A Campus that is inclusive, vibrant, transforming, sustainable and provides excellent opportunities for learning. The Campus will expand the educational and cultural opportunities for the community.

3.2 Guiding Principles

- Providing opportunities for our student and adult learners to receive the best possible education with seamless career pathway transitions from high school to post-secondary to community
- Transforming, enhancing and enriching lives will strengthen our communities
- Creative, innovative and sustainable partnerships help ensure the growth of our communities
- Our communities have a cultural life style and a quality of life that is critical to our future

3.3 What we Value

- Collaboration
- Integrity
- Open and honest communication
- Informed decision making
- Sustainability
- Flexibility
- Inclusivity
- Innovation and diversity

4 Assessment of Need

4.1 Career and Technology Studies, Dual Credit and Post-Secondary Programs

As students develop their own unique assets and abilities, they build confidence in themselves and the directions they are pursuing. They are better able to accept new responsibilities and work collaboratively with others. Dual Credit RAP programs are often the beginning to what may be a very rewarding career in our local community. Many students who have graduated from our school are productive employees in leadership positions with our local businesses and industry.

Our community partners have clearly identified the following as goals:

- 1) We as a community need to be able to offer CTS, Dual Credit and Post-Secondary education programs to complement business and industry Off Campus practicum placements.
- 2) We need to provide career pathways in skills and trades training to our local youth so that they may be connected to, and take advantage of, business and industry opportunities.
- 3) This investment will assist in addressing labor shortages in our growing Oil and Gas, Forestry and professional services based communities.
- 4) We must educate, employ and retain our youth in our local communities.

Alberta's occupational demand and supply outlook 2011-2021 clearly identifies the need for development of Dual Credit opportunities in RAP. Other sectors such as power engineering, health care, education and child care are also in high demand. In Whitecourt and the surrounding region, we have additional factors to consider. An aging core workforce combined with an expanding energy sector and growing community has created a skills gap that engaged learners need to be connected to.

In many cases, engagement with employers has just begun and these initiatives need to be maintained and expanded within larger organizations. As well, this proposal will give our community the ability to reach out to new partners and inform them of CTS, Dual Credit and Post-Secondary programs that may assist them in building successful employer-employee relationships that meet their human resource needs.

NorQuest College is our community Campus Alberta providers and will broker all post-secondary program development as part of their Regional Stewardship Five Year Business Plan. NorQuest College already offers diploma and certificate programs, along with foundational studies, in Whitecourt, in a range of subject areas.

4.2 Performing Arts Centre¹

The Town of Whitecourt and Woodlands County conducted a telephone survey in 2009 to gauge the thoughts of regional residents on the market for, and potential development of, a community arts facility in the Town of Whitecourt. The results of the survey showed general support for the concept:

- 42% of responding households would "likely" use an arts and cultural facility for performing arts
 - 32% for visual arts
 - 29% viewing and appreciation
 - 38% multi-purpose and meeting spaces
- 88% support, 56% of which would pay increased taxes

¹ Performing Arts Centre Feasibility Study, RC Strategies Inc.

The Town and County also conducted a survey of local user groups. Groups were asked a variety of questions about their potential use of the facility, the existing arts programs in the community, and overall support for the project. The results supported the need for such a facility:

- There are 23 “arts” groups in the region
- 20 would use a facility
- 23 felt there is a need
- 17 would pay to use the facility

A visioning workshop was held with over 40 residents in attendance to review comparatives and background information, ask questions and to provide feedback. The general consensus was reached that both a 250 and 500 seat venue be explored, and that the facility should start “small” with a performance venue and be designed to incorporate more program areas, larger gallery spaces and more multi-use rooms in a phased development approach.

The Town of Whitecourt and Woodlands County hired RC Strategies Inc. to complete a Performing Arts Feasibility Study. The study confirmed that there is sufficient public demand to support a new performing arts centre facility. The study provided a number of options and recommendations and noted that regardless of the timing associated with the project, the development of the facility will have a positive impact on the quality of life of regional residents and will be yet another exciting step forward for the Whitecourt region.

With the announcement of the new Ecole St Joseph School and the formation of the CLCP, the opportunity to move forward on the development of a Performing Arts Centre is now.

5 Programs to be funded

5.1 The Centre for Technology, Trades and Innovation: Career and Technology Studies (CTS), Dual Credit and Post-Secondary Infrastructure

5.1.1 Construction, Fabrication and Mechanics Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Dual Credit and Post-Secondary Programs</u>
Construction Fabrication Logistics Mechanics Transportation	1200 m2 Includes shared large (high ceiling) project teaching and learning space, overhead crane and small forklift	Carpenter, Plumber Heavy Equipment Technician Millwright, Welder Auto Body Technician Automotive Service Technician Class 1 Driver Education

5.1.2 Power Engineering, Pre-Engineering and Natural Resources Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Dual Credit and Post-Secondary Programs</u>
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Electro-Technologies Power Engineering Pre Engineering Technologies Electrical, Mechanical Robotics, CAD Design Natural Resources Design Studies	200 m2 Including space for Amatrol AC/DC Electrical Learning System simulator technologies	Electrician Instrumentation Technician 5 th & 4 th Class Power Engineering Engineering (university) Environmental Stewardship, Forestry, Oil and Gas, Wildlife and Agriculture
--	--	---

5.1.3 Business Technology and Innovation Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Dual Credit and Post-Secondary Programs</u>
Computing Science Enterprise & Innovation Financial Management Information Processing Management & Marketing Networking	200 m2 Includes advanced Business and Technology Hardware/Software	Business Administration Finance Marketing and Management Cisco CCENT CCNA Prep Information and Communication Technology

5.1.4 Health Care and Community Services Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Dual Credit and Post-Secondary Programs</u>
Community Care Services Cosmetology Esthetics Health Care Services Human & Social Services	400 m2 Includes Spa and Daycare	Child and Youth Care Worker Educational Assistant Hairstylist/Esthetician Massage Therapy Health Care Aid Licenced Practical Nurse LPN

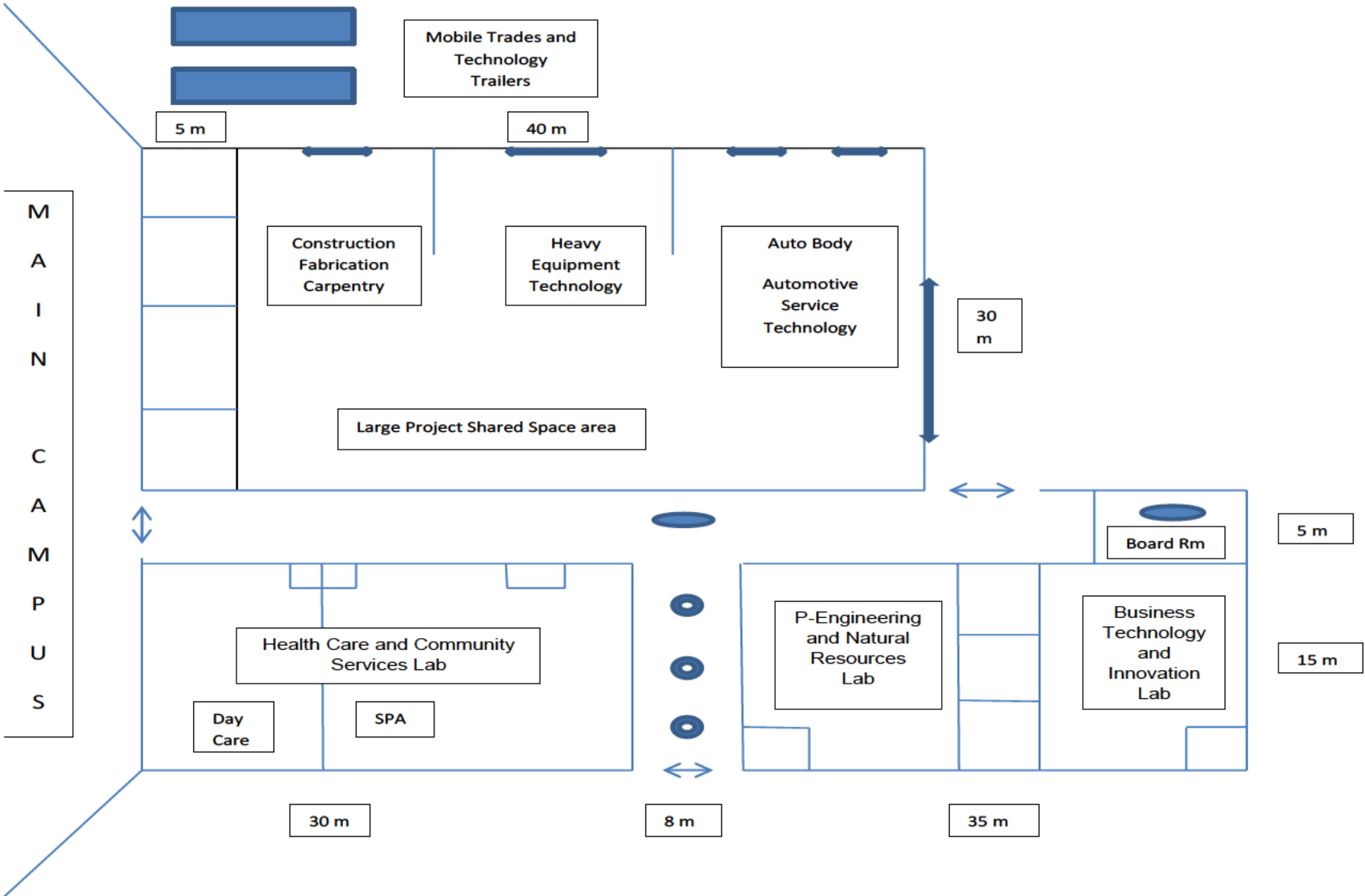
5.1.5 Mobile Technology and Trades Labs

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Dual Credit and Post-Secondary Programs</u>
Selected from above	2 Mobile Semi-trailers with supporting equipment (similar to the NAIT in Motion NIMS labs)	Selected from above

5.1.6 Other Space

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Dual Credit and Post-Secondary Programs</u>
Break out-project rooms Storage-equipment space Offices and hallways	835 m2	Selected from above

5.1.7 Design Concept



5.2 Ecole St Joseph School Chapel

Ecole St Joseph School will have a capacity of 650 students from Grade 4 to 12 and will be operated by Living Waters. Living Waters mission is to ensure “that every child who enters their doors will graduate successfully from a faith-filled safe and caring environment prepared for future success”² by providing “a transforming educational experience in which every child is engaged in a successful, self-directed learning process supported by excellent and inspirational relationships and Catholic ethics”².

Living Waters values the right to a Catholic education and the responsibility that this entails and as such considers it important for the facility to include a School Chapel. Alberta Infrastructure will not fund this portion of the facility so Living Waters will be looking for other funding options to complete this portion of the project.

5.3 School Playground

The playground equipment at the current Ecole St Joseph School site will need to be de-commissioned or moved to the new site. As the playground equipment is modern and in excellent condition, the preferred option would be to move the equipment to the new site. Costs for the playground are not covered in the funding for the school so external funding and/or volunteer time will be required. Some of the key work components include:

- 1) Preparing the new site
 - Excavate area to appropriate depth
 - Make allowances for drainage
 - Build curbing around site
- 2) Remove existing equipment from current site
- 3) Installation of equipment at new site
 - Preparing site for installation
 - Moving the equipment
 - Assembly of the equipment
- 4) Installation of Safety Surfacing
- 5) Inspections

5.4 Performing Arts Centre

Based on the Performing Arts Centre Feasibility Study which the Town of Whitecourt and Woodlands County commissioned in 2010/11, public demand has been demonstrated for a new performing arts centre.

The Feasibility Study included a review of comparable facilities in similar markets and provided two facility concept options based on a 250 and a 500 seat venue. The CLCP is still in the process of determining the final scope of the facility and has started public consultations to consider community needs and support. The Town of Whitecourt and Woodlands County have committed

² Foundation Statements from Message from the Board of Trustees – “About Living Waters 2012-2013”

initial capital funding but the overall scope of the facility will be dependent upon securing additional funding sources.

The facility concept program provided in the feasibility study is based on a stand-alone facility. It is expected that by adding the facility to the school there be a number of benefits which will reduce capital and operating costs such as shared space, shared maintenance/custodial services and reduced costs associated with providing infrastructure to the facility including site services and parking. The facility concept from the feasibility study is provided below for reference as it provides a likely summary of the components that will be required in the Performing Arts Facility:

5.4.1 Facility Concept Program³

Concept is based on a stand-alone facility with 250 or 500 seats, dressing rooms, and lobby, with the potential for future expansion to create a broader community arts and culture centre. The following outlines the infrastructure required:

Facility Component	Description
Phase 1	
Performance Area and Performance Support Spaces	<ul style="list-style-type: none"> • 250 seat theatre area (including exploration of 500 seat venue) that includes the stage and the seating – proscenium theatre • Box office to enable the sales of performance tickets • Sound booth / lighting booth (1) • Green room (1) / dressing rooms (2) • Loading bay to enable material, especially for production and display, to be brought into and taken out of the facility
Lobby Area and Social Gathering Space	<ul style="list-style-type: none"> • Appropriate for informal gathering, intermissions and crowd control • Could include gallery space for a variety of mediums
Program / Meeting Room and Storage Area	<ul style="list-style-type: none"> • Multi-purpose rooms that can be utilized by the community for a variety of activities (including arts & crafts and meetings) • Secured storage areas for potential users adjacent to the room
Administration Space	<ul style="list-style-type: none"> • Appropriate for informal gathering, intermissions and crowd control • Could include gallery space for a variety of mediums
Public Restrooms	<ul style="list-style-type: none"> • Washroom facilities as per building code
Phase II	
Gallery Spaces	<ul style="list-style-type: none"> • Viewing and storage areas for local art and travelling displays
Museum and Archive Space	<ul style="list-style-type: none"> • Atmosphere controlled archive areas
Program / Meeting Rooms and Storage Areas	<ul style="list-style-type: none"> • Additional rooms and associated storage areas (see Phase I)
Banquet Facility	<ul style="list-style-type: none"> • Banquet facility and commercial kitchen for up to 500 people

³ Performing Arts Centre Feasibility Study – RC Strategies Inc.

5.5 Student & Adult Learning Programs

Ecole St Joseph School has made significant efforts over the last 6 years to develop an Off-Campus Education Program including the involvement of 110 businesses from Whitecourt and the surrounding communities. Engagement with employers needs to be maintained and expanded within larger organizations. The Community Learning Campus will give our community the ability to reach out to new partners and inform them of CTS, Dual Credit and Post-Secondary programs that may assist them in building successful employer-employee relationships that meet their human resource needs.

Working with NorQuest College and other potential learning partners the Community Adult Learning Hub will provide additional opportunities to provide innovative education and programming that will engage our learners and help build skills and credentials that lead to a higher quality of life and seamless career pathways.

6 Program Benefits

The benefits of this project to Whitecourt and the surrounding communities will be significant. We see the facility being utilized 7 days a week by a variety of services for our students and the general community. Some of the key benefits will be:

- Students will receive the best possible education and seamless transition into post-secondary education and the work force
- Creative, innovative and sustainable community, business and industry partnerships that will ensure growth for our communities
- A Community Adult Learning Hub to provide adult vocational and continuing education opportunities
- A Performing Arts Centre which will expand and support the communities cultural lifestyle and quality of life that is critical to our future

6.1 Centre for Technology, Trades and Innovation

Below are the High School Enrollments for the regions communities. With the onsite and mobile components of the Centre, it is reasonable to suggest that over 3,000 learning opportunities at the five levels shown in [Section 6.1](#) will occur⁴, with potential impacts over the next 20 to 30 years.

School	GR-9	10	11	12
St. Joseph (Whitecourt)	78	34	52	37
Hilltop (Whitecourt)	133	133	133	133
Mayerthorpe	33	57	67	56
Foxcreek	31	17	25	15
Swan Hills	20	26	11	25
Holy Redeemer (Edson)	58	55	48	64

⁴ 1,874 high school students + industry + adults + elementary and junior high.

Parkland (Edson)	133	129	124	147
Totals	486	451	460	477

7 Innovation

The Community Learning Campus will combine collective resources to create a dynamic and innovative facility which will include the new school, a Performing Arts Centre and a Community Adult Learning Hub to include post-secondary programs and other community opportunities. The Centre for Technology, Trades and Innovation portion of the facility will include:

- Design to include large open spaces to enable flexibility and adaptability, so that current and future curriculum needs can be met
- Personalized career pathways supported by core subjects with enable students to pursue contextual learning experiences
- Technology and trades training will enable students to connect to the world of work by providing authentic projects with authentic assessment in applied learning situations
- CTS, Dual Credit and Post-Secondary instruction will occur in shared learning spaces to maximize learning opportunities and innovation
- Pre-Engineering Lab will include Drone Technology, 3D Printers, Robotics and Simulators

Engagement is necessary for creativity and innovation. Students who strive for excellence can use multiple perspectives to address future problems in society, industry and business. Dual Credit programs tap into personalized learning pathways that inspire students to pursue advanced education at the post-secondary level where creativity and innovation can continue to be fostered. This can be a solid foundation for both engaged thinking and the development of an entrepreneurial spirit.

8 Affiliations

8.1 Alberta Infrastructure

Alberta Infrastructure is responsible for infrastructure planning, and building and managing government-owned infrastructure. The ministry works with other ministries to ensure Albertans have the schools, hospitals and other public infrastructure necessary to meet the needs of a growing economy and population.

Vision: Innovative, high quality and well-designed public infrastructure for Albertans

Mission: Through leadership, expertise, and collaboration with our partners, we support the provision of public infrastructure that contributes to the province's prosperity and quality of life.

Contact: Keith Halsey, Project Manager
 Learning Facilities Branch | Capital Projects Division
 Phone: (780) 638 – 3139
 Mobile: (780) 554 – 2904
 Email: keith.halsey@gov.ab.ca

9.2 Alberta Education

Alberta Education supports students, parents, teachers and administrators from Early Childhood Services (ECS) through Grade 12.

The Ministry has the following responsibilities:

- Develops curriculum and sets standards.
- Evaluates curriculum and assesses outcomes.
- Teacher development and certification.
- Supports special needs students.
- Funds and supports school boards.
- Aboriginal and francophone education.
- Oversees basic education policy and regulations

Contact: Robert Craig, Senior Manager
Capital Planning North

Phone: (780) 643 – 0735

Email: Robert.craig@gov.ab.ca

9.3 Ecole St Joseph School Council / Parent Advisory Committee

School Council plays an important role in advising the school on educational, financial, and general issues as they relate to achieving the school vision. It is instrumental in acquiring volunteers and resources for significant undertakings of the council and school.

- *Chair* *Adrienne Ulliac*
- *Vice-Chair* *Tina Crabbe*
- *Past-Chair* *Kyla Rose*
- *Principal* *Michel Despins*
- *Teacher Rep.* *Linda Rochford*
- *Secretary* *Lorie Schroeder*
- *Treasurer* *Corrie Malek*
- *Members at Large*

*Corina Fennell, Laura Rutherford, Linda Cairns, Dana Kentner,
Wendy Chamberland*

9.4 Community Partnerships - Centre for Technology, Trades and Innovation

A number of community partners have already agreed to support and contribute to the success of this initiative, and the CLCP will continue to engage our current and any potential future partners.

9.4.1 Regional Impact

- *Whitecourt*
- *Edson*
- *Slave Lake*

- *Swan Hills*
- *Mayerthorpe*

9.4.2 Post-Secondary

- *NorQuest College*
- *Northern Lake College*
- *Northern Alberta Institute of Technology*

9.4.3 Secondary

- *Living Waters CRD No.42*
- *Northern Gateway Regional Division No.10*

9.4.4 Business and Industry Partners

- *Alberta Newsprint Company (ANC)*
- *Flint Energy*
- *Millar Western Forest Products Ltd.*
- *RPTL Ron Prokipchuk Trucking Ltd.*
- *Strike Energy*
- *Town of Whitecourt*
- *Whitecourt Communications*
- *Woodlands County*
- *Careers: Next Generation*
- *Alberta Human Services*
- *Rupertsland Institute Metis Employment Services*
- *Canadian Society of Safety Engineering*
- *Whitecourt Boys and Girls Club*

10 Scalability

10.1 Ecole St Joseph School

The school portion of the project has been approved by Alberta Infrastructure and is based on a breakdown of area allowances from the Alberta Infrastructure's School Capital Manual, including CTS space (2 labs), and additional allowances for increased space for new requirements including accessible washrooms, wraparound services, recycling room and additional mechanical space. Flexible space is provided in the permanent core area for central gathering purposes however this may be reduced or redeployed within the fixed building envelope to address other space priorities identified by Living Waters.

10.2 Centre for Technology, Trades and Innovation

The facility concept and design is planned to include large open spaces to enable flexibility and adaptability. Partial funding has been secured in the budget for the Ecole St Joseph School for two smaller CTS labs. The plan is to expand the space to include the infrastructure required for the Centre for Technology, Trades and Innovation ([see Section 5.1](#)). The CLCP will be working with business, industry, government and other partners to secure funding for the expanded facility.

10.3 Performing Arts Centre

The Performing Arts Sub-Committee ([see Section 11.3](#)) has been formed to provide a recommendation to the CLCP on the final scope of the Performing Arts Facility. Initial Public Consultation results indicated that the size and multi-use capabilities of the facility is very important with the majority of the comments favoring a larger facility or the capability to expand.

Both the Town of Whitecourt and Woodlands County have made capital commitments for the Performing Arts Centre and will be working as partners in the CLCP to explore finding additional funding sources.

11 Timelines

11.1 Facility

The initial approval of the replacement project for Ecole St Joseph School based completion of the project by June 2016. The location of the property for the new school is in a location that is currently under development. The site is large enough for the Community Campus and future growth opportunities; however it is in a raw state and still requires preparation and servicing. The Town of Whitecourt is currently engineering the project but a realistic timeframe for site readiness is not until May 2015. As such Living Waters sent a request to the Province, which was subsequently approved, to relax the timing of the completion of the project to a timeframe within the 2016/17 school year.

11.2 Programs

There are a number of initiatives and programs already developed and/or being developed in Whitecourt and the surrounding area. These ongoing activities will be supported by the CLCP in advance of the completion of the Community Learning Campus. Once complete the Campus will allow for enhanced and improved programs and the CLCP will strive to integrate current programs to take advantage of the new facility by September 2017.

11.2.1 Centre for Technology, Trades and Innovation

The Centre for Technology Trades and Innovation will support learning at five levels:

- 1) Career Transitions Foundations (CTF). This curriculum supports pre-technology/trades experiences for Grade 5-9 students. It includes "Try a Trade" and basic skills projects designed to introduce youth to potential career pathways.
- 2) Career and Technology Studies (CTS) for Grade 10-12 students. Offering advanced curriculum experiences and introductory business, industry and community learning.
- 3) Dual Credit programs where students are receiving both high school and college/technical institute and university credits at the same time. (Example; Power Engineering and Registered Apprenticeship Programs)
- 4) Diploma, Certification and both period 1(year 1) and period 2 (year 2) trades training including Work Experience, Apprenticeship and Post-Secondary Practicum placements (at the post-secondary level)

- 5) Adult learning and industry up-training. Community training for adults, business and industry specific (driven) learning initiatives. Note: many of our community partners have indicated that they would like to send their current staff for additional professional learning experiences and trades training. We expect that the centre would be open year-round with courses running 7:00am to 11:00 pm.

11.2.2 NorQuest College – Whitecourt Campus

A leader in Alberta post-secondary education, NorQuest College offers diploma and certificate programs, along with foundational studies, in Whitecourt, in a range of subject areas:

- Community Studies and Human Services Careers
- Business Careers
- Health Careers
- English Language Training
- Academic Upgrading

They prepare students for the workplace or for the next stage of learning through full-time, part-time, online, distance, and hybrid delivery options. Plus, through their partnerships with eCampusAlberta, ed2go, and other innovative learning alternatives, NorQuest also delivers hundreds of online credit and non-credit programs and courses.

To aid in student success, we provide great student supports and services to our students in Whitecourt, including:

- Student Advising
- Financial Advising
- Tutorial Services
- Services For Students With Disabilities
- Library/Writing Centre Access
- Counseling Services (referral)
- Students' Association
- Aboriginal Services
- Assessment Testing/Exam Invigilation
- Career and Employment Services

12 CLCP Partners

The CLCP is a partnership between Living Waters Catholic Regional Division No. 42, the Town of Whitecourt, Woodlands County, and NorQuest College. The partners have established a Steering Committee and a number of working sub-committees to advance the project. Over the course of the project, partnership, funding, operating, and other agreements will be formalized as required.

12.1 Steering Committee

The Steering Committee is the main body of oversight for the CLCP. The committee is made of up of high level stakeholders and experts whose role is to provide guidance on key issues such

as partnership policy and objectives, budgetary control, strategy, resource allocation, and decisions involving large expenditures. The Committee meets as required. The Committee is made up of the following members:

Living Waters School Division

- *Carol Lemay, Superintendent*
- *Irene Sawyer, Trustee*
- *Gemma Christie, Board Chair*
- *Dana Kentner, Trustee*
- *Doug MacAuley, Director of Facilities & Technology*

Town of Whitecourt

- *Maryann Chichak, Mayor*
- *Paul Chauvet, Councillor*
- *Peter Smyl, CEO*
- *Jay Granley, Director of Community Services*

Woodlands County

- *Jim Rennie, Mayor*
- *Luc Mercier, CEO*
- *Sylvia Bonnett, Councillor*
- *Ron Govenlock, Councillor*

NorQuest College

- *Karen Link, Senior Manager Regional Stewardship*

Additional Support Personnel number

- *Lynn Sloat, Corporate Secretary, Living Waters*
- *Art Bauer, Director off Campus Education, Living Waters*
- *Debbie Vance, Dual Credit Administrator, CASS*
- *Kristy Tuts, Business & Industry Liaison, Alberta Job Skills*
- *Nieta World, Project Coordinator, WCS*
- *Andrew World, Project Support, WCS*

12.2 Administrative Sub-Committee

The Administrative Sub-Committee was formed to deal with all administrative matters for the CLCP. The committee is made up of staff from all 4 partners and is supported by the project coordinator. Initial activities for the committee in the 2014/15 Business Plan include:

- Review strategy and next steps on site development issues to determine the responsibility of each partner
- Meet with the Assistant Deputy Ministers (ADM) of Municipal Affairs, Alberta Infrastructure and Alberta Education to provide an update and to discuss key issues impacting the project. The sub-committee will also solicit additional government support for the project to assist the Town of Whitecourt with development costs as the project is advancing on a timetable earlier than expected by the Town.

The Administrative Sub-Committee is made up of the following members:

Living Waters School Division

- *Carol Lemay, Superintendent*
- *Doug MacAuley, Director of Facilities & Technology*

Town of Whitecourt

- *Peter Smyl, CEO*

Woodlands County

- *Luc Mercier, CEO*

NorQuest College

- *Karen Link, Senior Manager Regional Stewardship*

Additional Support Personnel

- *Nieta World, Project Coordinator, WCS*
- *Andrew World, Project Support, WCS*

12.3 Performing Arts Sub-Committee

The Performing Arts Sub-Committee is responsible for establishing the initial scope of the Performing Arts Centre including:

- Touring other facilities to look at design options and to get feedback/learnings from past project proponents
- Select 2 facilities for Councils and Board of Trustees to tour
- Determining the appropriate size of facility
- Determining the anticipated uses
- Re-visit the 2011 study prepared for the Town of Whitecourt and determine which portions of the report need to be updated

The Performing Arts Sub-committee is made up of the following members:

Living Waters School Division

- *Carol Lemay, Superintendent*
- *Dana Kentner, Trustee*

Town of Whitecourt

- *Peter Smyl, CEO*
- *Jay Granley, Director of Community Services*
- *Jenn Hendrickson, Recreation Manager*

Woodlands County

- *Sylvia Bonnett, Councillor*

Community Members

- *Barb Maddigan*
- *Tash Daniels*

12.4 Industry / P3 Sub-Committee

The Industry / P3 Committee is responsible for building relationships with potential partners who may want to be involved in developing or funding a portion of the project. The sub-committee's main responsibilities will include:

- Meeting with potential partners on any of the components of the campus
- Meeting with potential investors for a P3 concept
- Organize meetings with various industry groups or individual companies as determined by the sub-committee

The Industry / P3 Committee is made up of the following members:

Living Waters School Division

- *Carol Lemay, Superintendent*
- *Gemma Christie, Board Chair*
- *Art Bauer, Director off Campus Education, Living Waters*

Town of Whitecourt

- *Maryann Chichak, Mayor*
- *Paul Chauvet, Councillor*

Woodlands County

- *Jim Rennie, Mayor*

NorQuest College

- *Karen Link*

Alberta Job Skills

- *Kristy Tuts*

13 Budget

13.1 The Centre for Technology, Trades and Innovation: Career and Technology Studies (CTS), Dual Credit and Post-Secondary Infrastructure

13.1.1 Construction, Fabrication and Mechanics Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Cost</u>
Construction Fabrication Logistics Mechanics Transportation	1200 m2	\$4.5 million

13.1.2 Power Engineering, Pre-Engineering and Natural Resources Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Cost</u>
Electro-Technologies Power Engineering Pre Engineering Technologies Electrical, Mechanical Robotics, CAD Design Natural Resources Design Studies	200 m2	\$1.5 million

13.1.3 Business Technology and Innovation Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Cost</u>
Computing Science Enterprise & Innovation Financial Management Information Processing Management & Marketing Networking	200 m2	\$1.5 million

13.1.4 Health Care and Community Services Lab

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Cost</u>
Community Care Services Cosmetology Esthetics Health Care Services Human & Social Services	400 m2 Includes Spa and Daycare	\$2.0 million

13.1.5 Mobile Technology and Trades Labs

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Cost</u>
Selected from above	2 Mobile Semi-trailers with supporting equipment	\$3.0 million

13.1.6 Other Space

<u>CTS Strands</u>	<u>Lab Space Requirements</u>	<u>Cost</u>
Break out-project rooms Storage-equipment space Offices and hallways	835 m2	\$1.0 million
Totals	2,835 m2	\$13.5 million

13.2 Ecole St Joseph School Chapel

<u>Project</u>	<u>Space Requirements</u>	<u>Cost</u>
School Chapel	TBD	TBD

13.3 School Playground

<u>Project</u>	<u>Space Requirements</u>	<u>Cost</u>
School Playground	TBD	TBD

13.4 Performing Arts Centre

<u>Project</u>	<u>Seating Capacity</u>	<u>Cost</u>
Performing Arts Centre ⁵ (RC Strategies) 2010 Dollars (NTD–Need to Confirm)	250	\$12.0 million
	500	\$15.3 million
Performing Arts Centre (Alberta Infrastructure) 2016/17 Dollars	250	\$19.0 million
	500	\$24.2 million
Both estimates are based on similar square footage (250 – 2,157 m ² , 500 – 2,748 m ²)		

13.4.1 Funding Sources

The actual funding formula has yet to be determined and will be dependent upon a number of factors. The following is based on the suggested “goal” provided by RC Strategies Inc. in the Performing Arts Centre Feasibility Study.

Capital Cost (Millions) Estimates		\$12.0	\$15.3	\$19.0	\$24.2
Source	% of Total				
Internal Sources (debenture & reserve)	65%	\$7.8	\$9.9	\$12.4	\$15.7
External Sources:					
Government Grants	10%	\$1.2	\$1.5	\$1.9	\$2.4
Regional Cost Sharing	10%	\$1.2	\$1.5	\$1.9	\$2.4
Corporate / non-profit sponsorship	10%	\$1.2	\$1.5	\$1.9	\$2.4
Individual donations / events	5%	\$0.6	\$0.8	\$1.0	\$1.2
Total (rounded to one decimal)		\$12.0	\$15.3	\$19.0	\$24.2

13.5 Student & Adult Learning Programs

<u>Project</u>	<u>Budget</u>	<u>Contributor</u>	<u>Amount</u>
Equipment	TBD	TBD	TBD
Donations in Kind	TBD	TBD	TBD
Adult Programs	TBD	TBD	TBD

Partners on the project may specify funds to be used for a specific program area, infrastructure (building), specialized equipment or long term funding for sustainability.

In recognition (proportional) of contributions, partners will be acknowledged on the Centre for Technology, Trades and Innovation signage (front of Building), within the entry way on a foundation plaque, within the sponsored technology lab (door) and by student scholarship presentation (for a period of 10 years).

14 Contact Information

Nieta World, Project Coordinator

Phone:



Email:



St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

Steering Committee Meeting Minutes

Living Waters' Board Room

11:00 a.m. Tuesday, June 17th, 2014

Attendees:

Committee Members Present:	Carol Lemay (CL) Doug MacAulay (DM) Dana Kentner (DK)	Irene Sawyer (IS) Gemma Christie (GC) Peter Smyl (PS)	Maryann Chichak (MC) Jay Granley (JG) Paul Chauvet (PC) Karen Link (KL) (Skype)
Project Coordinator:	Nieta World (NW)		
Additional Distribution:	Jim Rennie (JM) Lynn Sloat (LS) Luc Mercier (LM)	Sylvia Bonnett (SB) Ron Govenlock (RG) Art Bauer (AB)	Debbie Vance (DV) Kristy Tuts (KT)

Description	Action Items	
	Who	Due
1. Prayer		
2. Approval of the Agenda <ul style="list-style-type: none"> Sub Committees was added to the agenda 		
3. Review of previous minutes <ul style="list-style-type: none"> No additions/deletions/changes to the June 5th, 2014 meeting minutes. 		
4. Debrief Public Consultation Meeting <p>Action: Compile the comments received at the Public Consultation Meeting and email to committee members for review prior to next meeting</p> <ul style="list-style-type: none"> CL indicated the Living Waters has a contract with Soft Stream – this is a survey tool that is web based and reads the comments and reports on different trends that are being commented on as well as compiling survey questions NW asked whether the partnership had concerns about the 2 high pressure pipelines that run through the new site. PS indicated that the town must meet setback requirements – AB Infrastructure was given the information and did not have any concerns PS indicated that the Town of Whitecourt is moving ahead with the next phase of engineering of the site. Council has agreed to extend Mink Creek Road to complete capacity – The town is “leap frogging” this development The Town of Whitecourt has been in discussions with legal as well as Municipal Affairs and Infrastructure with respect to who is responsible for site servicing, etc. What are other school boards and/or towns doing? <p>Action: Send out an RFI to school boards to ask what is happening with respect to the servicing of lands for new schools</p>	NW	July 7
	NW	July 7

Description	Action Items	
	Who	Due
<p>5. Ground Blessing/Sod Turning</p> <ul style="list-style-type: none"> The ground blessing/sod turning ceremony will be held on Tuesday, October 28th, 2014 at 1:00 p.m. <p>Action: All partners to send the list of people to include on the invitation list to NW</p> <p>Action: Invite elders of the Alexis First Nations to take part in the ceremony</p>	<p>CL / JG/ LM / KL</p> <p>CL</p>	<p>July 7</p> <p>July 7</p>
<p>6. Community Learning Hub</p> <ul style="list-style-type: none"> KL briefed the committee on different ideas for the community learning hub <ul style="list-style-type: none"> Adult learners will have all needs met in one building Community has more of a vested interest in schools Community Learning Council Partner Explore different partners Possibility of Northern Lights partnership – may be able to offer programs that are not offered by NorQuest Depending on the partnership, NorQuest would be utilizing between 2500 sq. ft. and 5000 sq. ft. of rental/lease space in the facility 		
<p>7. Sub Committees</p> <ul style="list-style-type: none"> 3 Sub committees were formed – Each committee was given certain responsibilities with the first meeting date set. All committees were advised that they could contact the Project Coordinator to attend the subcommittee meetings if required. <p>Action: Meet and report back with strategies, updates, etc. of the subcommittee to the Steering Committee at the September 3rd, 2014 meeting.</p> <p>Subcommittees include:</p> <p>Administrative Committee – First meeting July 7th, 10:00 a.m. – Living Waters' Boardroom Committee Members – Carol Lemay, Peter Smyl, Luc Mercier, Karen Link, Doug MacAulay, Nieta World, Andrew World Responsibilities:</p> <ul style="list-style-type: none"> Discuss strategy and next steps on site development issues to determine the responsibility of each partner Meeting with the ADMs (Municipal Affairs, Infrastructure, Education) Begin developing a Partnership Agreement, Policy, Procedures and Long Term Business Plan <p>Performing Arts Committee – First Meeting – JG to determine Committee Members – Peter Smyl, Jay Granley, Jen Hendrickson, Barb Maddigan, Norm Hodgson, Carol Lemay, Sylvia Bonnett, Dana Kentner, Tash Daniels Responsibilities:</p> <ul style="list-style-type: none"> Determine what size the performing arts centre should be and the anticipated uses 	<p>All</p> <p>JG</p>	<p>Sept 3</p> <p>June 18</p>

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> - Tour other facilities (7 – 10) and shortlist 2 for Councils and Board of Trustees to tour - Revisit the past study performed by the Town of Whitecourt and determine what needs to be updated in the report <p>Industry / P3 Committee - First meeting August 27th, 10:00 a.m. – Living Waters' Boardroom Committee Members – Maryann Chichak, Jim Rennie, Gemma Christie, Paul Chauvet, Carol Lemay, NorQuest (TBD), Kristy Tuts, Art Bauer Responsibilities:</p> <ul style="list-style-type: none"> - Meet with potential partners for any of the components of the campus - Meet with potential investors for a P3 concept - Organize meetings with different industry groups or individual meetings as determined by subcommittee 		
<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> • Next meeting is scheduled for Wednesday, September 3rd, 2014 10:00 a.m., Living Waters' Boardroom 		

St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

Administration Committee Meeting Minutes

Living Waters' Board Room

10:00 a.m. Monday, July 7th, 2014

Attendees:

Committee Members Present:	Carol Lemay (CL) Doug MacAulay (DM)	Luc Mercier (LM) Peter Smyl (PS)	Karen Link (KL)
Project Coordinator:	Nieta World (NW)	Andrew World (AW)	
Others:	Jo-Anne Lanctot (JL)	Jennine Loberg (JLB)	
Additional Distribution:	Lynn Sloat (LS)		

Description	Action Items	
	Who	Due
1. Prayer		
2. Approval of the Agenda <ul style="list-style-type: none"> No additions to the agenda 		
3. Review of previous minutes / Action Matrix <ul style="list-style-type: none"> Presented as information only – to be reviewed in detail at the next Steering Committee Meeting. 		
4. Partnership Costs <ul style="list-style-type: none"> Partnership Cost sharing formula was agreed to based on the following: <ul style="list-style-type: none"> 60.000% Living Waters 26.667% Town of Whitecourt (2/3 of 40%) 13.33% Woodlands County (1/3 of 40%) Invoices will be sent at the end of each quarter except for the initial invoice to be sent at the end of August to match Living Waters yearend. <p>Action: At the end of each quarter send invoices to the Town of Whitecourt and Woodlands County for their share of costs incurred by the partnership (exception in Q3 as invoice will be sent at the end of August to match Living Waters' yearend).</p>	NW	Aug 31 Dec 31 Mar 31 Jun 30

<p>5. Site Servicing</p> <ul style="list-style-type: none"> • NW provided a copy of the Request for Information (RFI) responses returned by 10 School Boards in the Province. • CL provided a copy of an email received from Robert Craig (RC) at Alberta Education regarding the need for a fully serviced site as a pre-requisite for project approval. <ul style="list-style-type: none"> ○ CL noted that she had a phone conversation with RC on Friday and the message was that there was a risk of reverting to a modernization if we are not ready; ○ This is not an option that will be acceptable to the Partnership so it was agreed that we push forward as planned; ○ Need to provide AB Infrastructure and AB Education with more information on the work that has been ongoing to keep them up-to-date on our activities. <p>Action: Send an email to RC and Keith Halsey (KH) summarizing our current actions and milestones and include copies of all of the meeting minutes and action matrices.</p> <p>Action: Invite AB Infrastructure and AB Education to our future Steering Committee meetings (and other meetings as required). Include both on our agenda and meeting minute's distribution list.</p> <ul style="list-style-type: none"> • PS and JLB provided an update from the Town on current work on the site: <ul style="list-style-type: none"> ○ Engineering and design work is currently underway; ○ Town council will be meeting on July 21st to discuss the project and timelines in more detail. The work required is in advance of original Town development plans; ○ Significant costs will need to be incurred with initial clearing and grubbing of approximately 10 acres for the footprint of the site; ○ Town has concerns that the RFI's may not be reflective of all of the specific issues as they are getting messaging from Municipal Affairs that the requirement is "raw land" only; ○ They also have a concern that AB Infrastructure is looking at options for using the Performing Arts facility as a way to reduce costs in the budget for the school site when the Partnership's goal is to focus on enhancing the overall project; ○ It was agreed that there was a need for the Partnership to meet with the Deputy Ministers to review all options; ○ PS would also like to get clarification on a few key issues (ie/ storm drainage at the site) prior to the Council meeting. <p>Action: PS to forward to NW a list of questions that the Town would like clarification on.</p>	<p>NW</p> <p>NW</p> <p>PS</p>	<p>July 8</p> <p>Ongoing</p> <p>July 11</p>
<p>6. Alberta Government Meetings</p> <ul style="list-style-type: none"> • The Committee agreed that there is a need to meet with the Deputy Ministers. As time will be limited it is important to ensure we have the right people at the table and be well prepared in advance. • KL noted that she attended a meeting with the Leduc School Board that was very well run and the results were successful. <p>Action: Request a meeting in August with Deputy Minister of Alberta Education, Alberta Infrastructure and Municipal Affairs.</p>	<p>CL/PS</p>	<p>After Aug 11th mtg</p>

<p>Action: Contact Jeanne Fontaine at St. Thomas Aquinas School Board to get the details from the meeting.</p>	NW	July 8
<p>7. Ground Blessing/Sod Turning</p> <ul style="list-style-type: none"> • The ground blessing/sod turning ceremony will be held on Tuesday, October 28th, 2014 at 1:00 p.m. • List of invitees has been received from Norquest and Living Waters. The Town of Whitecourt and Woodlands County listings have not yet been received. • KL suggested that we request RSVP's in the invitation and determine all of the official titles for any Provincial or other key attendees. • "Save the date" letter to be sent out in July with a formal invitation to be sent in September. <p>Action: Town of Whitecourt and Woodlands County to provide listing of invitees.</p> <p>Action: Send a "Save the Date" letter/email to all invitees with RSVP request.</p> <p>Action: Send out formal invitation to invitees.</p>	<p>PS / LM</p> <p>NW</p> <p>NW</p>	<p>July 18</p> <p>July 25</p> <p>Sept 26</p>
<p>8. Partnership Agreement</p> <ul style="list-style-type: none"> • NW provided a summary of potential agreement options for discussion. A number of agreements will need to be entered into (ie/ operating, capital, long term maintenance, etc). • LM suggested that developing the agreements was premature and that the committee should wait until such time as the full scope of the project is understood. The committee agreed to defer these discussions until September. • The committee indicated that Brownlee would be used as legal support for developing the agreements. 		
<p>9. Other Discussion</p> <ul style="list-style-type: none"> • Merit Contractors <ul style="list-style-type: none"> ○ CL noted that Living Waters was one of three dual credit programs to be selected to work with Merit Contractors. They provide assistance in looking for contractors to partner with for training options (ie/ development of a construction suite); • KL noted that NorQuest will be rolling out an adult training program in 2015 where training trailers are brought to the site. She indicated that there would be some need for classroom space. This may align in the future with the High School program. • CL indicated that Northlands School Division is selling some trailers that they used for training programs. • Space Development – general comments <ul style="list-style-type: none"> ○ CTS / Gym / Offices (core) should be where we focus the spending, classrooms can be added anytime; ○ Need to ask industry what they would like to see and where and how they may want to partner on the project; ○ KL indicated that an employer needs assessment was completed; ○ A good option is to hold an industry breakfast / lunch for 1 hour to get the message out; 		

<ul style="list-style-type: none"> ○ Important to build into our plans long term sustainability. ● KL recommended looking at some of the work that was completed by George Brown College and Humber College on recommendations for developing the classrooms of the future. ● Sub-Committees <ul style="list-style-type: none"> ○ Need to determine what sub-committees we should have and determine expectations. NW indicated that the description of the sub-committees and required activities and expectations are listed in the June 17th meeting minutes. <p>Action: Contact Dennis Walsh at the Northlands School Division to determine the details on the trailers and what they are selling for.</p> <p>Action: Share the employer needs assessment results with the committee.</p>	<p>NW</p> <p>KL</p>	<p>July 8</p> <p>July 31</p>
<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> ● Next meeting is scheduled for Monday, August 11th, 2014 10:00 a.m., Living Waters' Boardroom 		

Ecole St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership
 Administration Committee Meeting Minutes
 Living Waters' Board Room
 10:00 a.m. Monday, August 11th, 2014

Attendees:

	Living Waters	Town / County / NorQuest	Other
Committee Members Present:	Carol Lemay (CL) Doug MacAulay (DM)	Luc Mercier (LM) Peter Smyl (PS)	
Project Coordinator:	Nieta World (NW) Andrew World (AW)		
Absent:		Karen Link (KL)	
Others:	Art Bauer (AB)		
Additional Distribution:	Lynn Sloat (LS)		<u>Alberta Education:</u> Robert Craig Michael Ediger Joe Shelast <u>Alberta Infrastructure:</u> Tony Hodge Keith Halsey

Description	Action Items	
	Who	Due
1. Prayer		
2. Centre for Technology, Trades and Innovation Update <ul style="list-style-type: none"> • AB provided an update on the Centre for Technology, Trades and Innovation and distributed a concept proposal document to the Town and County for sharing with their members of the Steering Committee: <u>Concept Proposal</u> <ul style="list-style-type: none"> ○ Worked closely with Debbie Vance at CASS; ○ Research references in proposal are provided to support the research on learnings from others and what has already been developed; ○ Dual Credit – high school and post-secondary combination; ○ Partner with NorQuest and other secondary education partners; ○ The Campus is innovative as this is not done anywhere else in Alberta (CST/High School / College / Industry / Performing Arts); ○ Our program is different – see 5 learning tracks in CST proposal; ○ Adult programming for industry in the area for upgrading (regional, not just Whitecourt); ○ On-hand experience with potential opportunities to provide industry / business with products and/or services; ○ Includes mobile trailers that can be used in the entire regional area; ○ Has to be sustainable – programs continue after the facility has been built; ○ Olds College example – central location for teaching linked to schools; ○ Request for funding from Merit Contractors - \$800k request for funding over 2 years – Merit will also help us contact other interested partners/investors. 		

Description	Action Items	
	Who	Due
<p><u>Industry Needs</u></p> <ul style="list-style-type: none"> ○ Industry & Business Partners – shortage of trades – keep skilled people in the community; ○ Forecast shows shortages for the next 20 years; ○ Local industry – retirements / aging workforce – significant impacts in our community; ○ Apprenticeship programs in collaboration with partners. <p><u>Potential Partners</u></p> <ul style="list-style-type: none"> ○ Engagement with AFPA – potential partner – Jim/MaryAnn – Sept conference; ○ Fox Creek User Group – potential partners; ○ P3 Committee will need to meet with the above; ○ Potential partner with the Boys & Girls Club – potentially run the daycare; ○ Provincial Funding? – Advanced Education may have a program. <p>Action: At the P3 Sub-committee on August 27th add the AFPA and the Fox Creek User Group to the list of potential partners to engage on the project.</p>	CL	Aug 27
<p>3. Approval of the Agenda</p> <ul style="list-style-type: none"> • No additions to the agenda. 		
<p>4. Review of previous minutes</p> <ul style="list-style-type: none"> • No changes to the minutes. 		
<p>5. Memorandum of Understanding (MOU)</p> <ul style="list-style-type: none"> • Draft MOU document for Project Coordinator agreement was provided by LM for review. • NW and AW were asked to leave the meeting so that the Partners could discuss the MOU In-camera. <p>Action: Memorandum of Understanding to be updated based on the Partner discussions and sent out for review and signature.</p>	CL	Aug 20

<p>6. Site Servicing</p> <ul style="list-style-type: none"> • PS provided an update on site servicing: <ul style="list-style-type: none"> ○ 2 weeks away from tendering; ○ Not holding up anything at this point; ○ Risk – Concern that the facility does not get built for some reason or on a different time frame; <ul style="list-style-type: none"> ▪ Project is in advance of original plans and \$10 million in carrying costs are considerable; ▪ Robert Craig email suggesting a move to a modernization. CL indicated that this is not an acceptable option for the School Board – gone too far down the path; ○ Town may start to grub the land in the early fall to get things started. • Outstanding questions: <ul style="list-style-type: none"> ○ Amount of land required? <ul style="list-style-type: none"> ▪ Will need to be determined by the Architect. ○ School envelope, performing arts centre, Northern Gateway, parking, playground, school field, bus lanes, and roads required? <ul style="list-style-type: none"> ▪ Is dependent upon the final agreed to design and plan; ▪ Will need to work with the Architect, Town and Provincial Planners. ○ Who will own the land? Or portions thereof? <ul style="list-style-type: none"> ▪ Inconsistent treatment in the province – will need to be determined. ○ Who owns the current sites land? <ul style="list-style-type: none"> ▪ Current land is owned by Living Waters. CL indicated that they bought the land in the past (St. Mary's site also). ○ What about decommissioning and salvage at the current site? Town is concerned that the building does not sit vacant. <ul style="list-style-type: none"> ▪ Living Waters had an assessment completed and there is value and the funds will be used to build offices in the new facility; ▪ PS asked what the value is based on as future zoning is an unknown. • Other Concerns: <ul style="list-style-type: none"> ○ Town is receiving mixed messaging (Municipal Affairs vs Alberta Education) on raw land vs serviced lot and is concerned about the amount of \$\$ this will require. 		
<p>7. Alberta Government Meetings</p> <ul style="list-style-type: none"> • CL to talk to Greg Bass, Deputy Minister of Alberta Education, to determine when we can set up a meeting. <ul style="list-style-type: none"> ○ Meet with DM's (Who should be at the table – Science & Innovation / Infrastructure / Education / Advanced Education); ○ Highlight the importance and where we can get support; ○ Once the new leader is elected we may want to discuss with the politicians. • Need an Architect to be on-board in the early stages but will need to determine how to pay for the Performing Arts Centre / additional CTS portions. <ul style="list-style-type: none"> ○ Still do not know the scope of the facility. The sub-committee is working on this and will provide an update to the Steering Committee on September 3rd. <p>Action: Request a meeting in September with the key Deputy Ministers.</p>	CL	Aug 20

<p>8. Ground Blessing/Sod Turning</p> <ul style="list-style-type: none"> The ground blessing/sod turning ceremony will be held on Tuesday, October 28th, 2014 at 1:00 p.m. See action items below: <p>Action: Send out the “Save the Date” letter/email to all Town and County invitees.</p> <p>Action: Contact the Alexis Band to determine if they want to do a “ceremony” as part of the event.</p> <p>Action: Prepare a location map to send with formal invitations.</p> <p>Action: Add the event to the September Steering Committee Agenda to discuss specifics (ie/portable chairs, bleachers, tents, food, speeches, etc.).</p> <p>Action: Send out formal invitation to invitees.</p>	<p>NW</p> <p>NW</p> <p>Mike Harper (Town)</p> <p>NW</p> <p>NW</p>	<p>Aug 12</p> <p>Aug 15</p> <p>Sept 3</p> <p>Sept 3</p> <p>Sept 26</p>
<p>9. Ownership Agreement</p> <ul style="list-style-type: none"> Will look at developing once construction starts (understand the full scope of the project). 		
<p>10. Grants and Foundations Update</p> <ul style="list-style-type: none"> Draft “Case for Support” was provided to the Committee for review and comment. <ul style="list-style-type: none"> The document will be used to assist in developing tailored “Letters of Inquiry” to be sent to foundations and other organizations; If requested, formal proposals will be developed based on the foundations or organizations specific requirements for grant funding. NW met with the Rotary Club and they have asked for a presentation from the Steering Committee on the project as they may be interested in supporting the Performing Arts Centre. <p>Action: Attend Rotary Club meeting to present an overview of the project.</p>	<p>CL / Mayors</p>	<p>Sept 11</p>
<p>11. Other Discussion</p> <ul style="list-style-type: none"> NW provided an email from the Boys & Girls Club outlining their interest in potentially partnering in the facility: <ul style="list-style-type: none"> PS suggested that there are likely going to be a few of these requests from various groups; They have challenges with their current centre’s cost and the lease is already below market rates; A Daycare is usually leased space and is likely too expensive. What can they afford on the lease side? CL noted that we should be aware that adding more partners will add complexity to the project. Extra office space and lease space for NorQuest – P3 committee to discuss 		

<ul style="list-style-type: none"> • PS noted that he received a letter from Alberta Education / Infrastructure regarding working with them to get the school built • CL indicated that Joe Shelast is the new Education Manager at Alberta Education. • LM suggested that the Committee provide a presentation to each Council to update them on the progress to date on the project. It was discussed that a joint meeting would be appropriate sometime in late September. • At the Steering Committee on September 3rd it will be important to get updates from all of the Sub-committees. <p>Action: Send an email request to the Boys and Girls Club asking about lease cost expectations.</p> <p>Action: Ask the Boys and Girls Club if they would be interested in making a presentation to the Steering Committee in October.</p> <p>Action: At the P3 Sub-committee on August 27th add the discussion regarding extra office space and lease space for NorQuest.</p> <p>Action: Add Joe Shelast from Alberta Education to the distribution list for meeting minutes and other information items.</p> <p>Action: Add to the Steering Committee Agenda a discussion regarding setting up a Joint Meeting with Councils to update them on the progress of the project to date.</p> <p>Action: Send an email to all of the Sub-committees to remind them that they are required to provide an update on their progress to date and any recommendations that they may have to the Steering Committee on September 3rd.</p>	<p>NW</p> <p>NW</p> <p>CL</p> <p>NW</p> <p>NW</p> <p>NW</p>	<p>Aug 20</p> <p>Aug 20</p> <p>Aug 27</p> <p>Aug 12</p> <p>Sept 3</p> <p>Aug 15</p>
<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> • Next meeting will be with the Deputy Ministers Timing and location TBD 		

St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

Steering Committee Meeting Minutes

Living Waters' Board Room

10:00 a.m. Wednesday, September 3rd, 2014

Attendees:

	Living Waters	Town / County	NorQuest	Other
Committee Members Present:	Carol Lemay (CL) Doug MacAulay (DM) Dana Kentner (DK) Irene Sawyer (IS) Gemma Christie (GC)	MaryAnn Chichak (MC) Jay Granley (JG) Peter Smyl (PS) Jim Rennie (JR) Ron Govenlock (RG)	Karen Link (KL) (Skype)	
Project Coordinator:	Nieta World (NW) Andrew World (AW)			
Absent:		Paul Chauvet (PC) Luc Mercier (LM) Sylvia Bonnett (SB)		
Others:	Art Bauer (AB)		Lisa Mulrooney (LM) (Skype)	<u>Alberta Education:</u> Michael Ediger (ME) <u>Alberta Infrastructure:</u> John Lovell (JL)
Additional Distribution:	Lynn Sloat (LS)			Robert Craig (RC) Joe Shelast (JS) Tony Hodge (TH) Debbie Vance (DV) Kristy Tuts (KT)

Description	Action Items	
	Who	Due
1. Prayer		
2. Introductions <ul style="list-style-type: none"> ME provided clarification that Alberta Education is responsible for funding the school project and Alberta Infrastructure is responsible for project delivery 		
3. Approval of the Agenda <ul style="list-style-type: none"> Agenda approved with no changes 		
4. Review of previous minutes <ul style="list-style-type: none"> No additions/deletions/changes to the June 17th, 2014 meeting minutes. Reviewed action items and all are complete. NW asked the committee if they had any additional comments on the consultation questions/concerns gathered at the open house in June. It was agreed that NW would draft answers for the questions for review by the Steering Committee <p>Action: Prepare draft responses for the consultation questions/concerns gathered at the June Open House.</p>	NW	Oct 6

Description	Action Items	
	Who	Due
<p>5. Sub-Committee Updates</p> <ul style="list-style-type: none"> • <u>Administration Sub-Committee</u> <ul style="list-style-type: none"> ○ Two meetings were held during the summer ○ AB provided an update on his work and request for funding from Merit Construction ○ Land issues were a major focus and PS provided a summary of some of the discussions: <ul style="list-style-type: none"> ▪ Site was located approx. 7 years ago ▪ The location is a leap forward from their original development plan ▪ Town investment of \$10 million will be recovered from future developers ▪ The Town wants a firm commitment that a school will be built on the site (not reverted to a modernization) ▪ Miss-messaging from government departments as to the Town's requirements. Municipal Affairs indicated only raw land is needed to be supplied ▪ Tender documents to go out for lift stations and underground work ▪ Pushing forward but there still is a number of issues. Need to clear and grub the site (working with Millar Western) over the next few months. Will clear enough for the future site based on the master plan ▪ Need to discuss/determine all of the timelines to ensure the Town can meet them. Would like to meet with Alberta Education and Infrastructure to define these timelines and look at phase in options ○ General Discussion: <ul style="list-style-type: none"> ▪ CL commented that a modernization is not a palatable option from their Board's perspective. MC commented that the community growth is running at 5% with an average age of 32 and the Town agrees that a modernization does not work for the community ▪ ME noted that the current approval is a new school. They are concerned about a hard wall and the number of hurdles to overcome. The timeline for building the announced schools is important to the government and there are concerns that not moving forward on a timely basis could lead to an escalation in costs and risk of deferral or delay. To move forward the site has to be ready and then Alberta Infrastructure can start spending money ▪ JL indicated that the first step is site verification (some initial work on the flood plain assessment has been completed). The next step is design procurement. For a phased in approach, planning could be completed at the same time, however you could not have two contractors on the site at the same time. ○ CL provided a short summary of the Partnership as information for ME and JL: <ul style="list-style-type: none"> ▪ Partners consist of Living Waters School Division, Town of Whitecourt, Woodlands County and NorQuest College ▪ Campus facility with a Performing Arts Centre ▪ Working with Merit Construction to develop a Centre of Technology, Trades and Innovation (Dual credit program) ▪ The partners all believe strongly in the project and have established sub-committees to work on key components ▪ NW provided copies of the meeting minutes to ME and JL 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> • <u>Performing Arts Sub-Committee</u> <ul style="list-style-type: none"> ○ The sub-committee met three times during the summer ○ Their major task was defining the performing arts portion of the project ○ They completed a number of site visits ○ They confirmed the need in the community as outlined in the 2010 report completed for the Town and County ○ They confirmed the design from the 2010 report and are recommending a 600 seat theatre with multi-use areas accessible to the school ○ The committee noted that there was a need for an experienced Architect and that the design should look at all options ○ None of the visited sites were attached to a school so future site visits may be necessary (ie/Fort McMurray / Leduc). The Spruce Grove facility was considered for a visit however it was determined not to be a good match by the sub-committee ○ JG commented that the sub-committee felt that the Fort Saskatchewan facility with a Theatre concept and additional multi-use areas was a perfect match ○ General Discussion: <ul style="list-style-type: none"> ▪ JR noted that the municipalities are not concerned about coming up with the funding but more concerned with the size and design ▪ Sub-committees will determine where synergies and other benefits can be created ▪ The question was asked if the Architect for the school can partner with the Performing Arts Centre? ME indicated yes, if the two facilities are going to be built at the same time ▪ Other space in the facility: <ul style="list-style-type: none"> - NorQuest will require leased space for offices and shared classrooms - Living Waters is planning for office space, that they will pay for, and potentially they could build additional space that could be leased - CTS space in the current school design is for 2 small labs, however the plan is to expand this space considerably with the assistance of industry, Merit Contractors and others ▪ JR indicated that the Town has had discussions with potential partners where the funding could come from the partners instead of the Town. He asked if there were any P3 examples that they could look at as examples. 		
<p>Action: Determine if there are any templates or examples of partnership arrangements that may be available for review</p>	JL	Oct 6
<ul style="list-style-type: none"> • <u>P3/Partnership Sub-Committee</u> <ul style="list-style-type: none"> ○ Sub-committee met once during the summer but did also visit Alberta Newsprint Company to discuss potential involvement in the Centre for Technology, Trades and Innovation ○ Sub-committee was concerned about how to deal with all aspects of the project without losing focus. Do not want to give up any of the components of the project, but may have to be staged ○ General Discussion: <ul style="list-style-type: none"> ▪ ME commented that understanding the timelines of each component would be a good first step. The design could include all aspects of 		

Description	Action Items	
	Who	Due
<p>the project with maximum flexibility</p> <ul style="list-style-type: none"> ▪ Preference would be to build the School and Performing Arts Centre at the same time (P3 funding vs P3 contracting) ▪ Office space for Living Waters will be funded by Living Waters but NorQuest (and other potential users – ie Alberta Works) space needs will have to be determined <p>Action: Determine the leased space required by NorQuest and other partners</p> <ul style="list-style-type: none"> • <u>Fundraising / Grant Applications Update (Foundation Search - Metasoft)</u> <ul style="list-style-type: none"> ○ Fundraising database search software was purchased by the partnership at the end of June ○ Metasoft offered a 6 month guarantee of success or a full refund of the initial fee ○ NW and AW had an initial consultation meeting with Metasoft in July which outlined the necessary requirements to validate the guarantee (training / work required) ○ AW completed the training which included how to develop the Case for Support, how to conduct effective prospect research and how to write effective Letters of Inquiry and Grant Proposals ○ In August a draft Case for Support document was developed and distributed to the Administration Committee for review and comment. The document is intended to be refined and improved over time and will support the development of the partnerships Strategic Plan. ○ Next Steps: <ul style="list-style-type: none"> ▪ Searching for potential funders or partners using key language criteria for our various project aspects ▪ Ranking by likelihood and time frame ▪ Determining guidelines and requirements for each prospective prospect ▪ Bring the research forward to the P3/Partnership Sub-Committee to determine focus areas and assign responsibilities ○ Other Discussion: <ul style="list-style-type: none"> ▪ JG commented that the Performing Arts Society is registered as a charitable organization. The Town/County and Living Waters can also all give out charitable donation receipts. ▪ NW provided an outline of a TD Bank program supporting environmental projects including education programs and green capital (ie/School yard – outdoor classrooms). <p>Action: Send out the draft Case for Support document to the Steering Committee and to Alberta Education and Infrastructure.</p>	KL	Sep 23
<p>6. Ground Blessing/Sod Turning</p> <ul style="list-style-type: none"> • The ground blessing/sod turning ceremony was originally scheduled to be held on Tuesday, October 28th however MLA George VanderBurg is unavailable on this day. After discussion about general availability the Steering Committee agreed to move the date to Friday, October 31st at 1:00 pm. <p>Action: Contact George VanderBurg to let him know of the date change</p>	NW	Sep 5
	CL	Sep 5

Description	Action Items	
	Who	Due
Action: Send the notice and draft program to KL so she can update their Board	NW	Sep 6
Action: Determine if the Alexis First Nations would like to perform a Drumming Ceremony at the event	JR / MC	Sep 5
Action: Arrange for portable chairs / bleachers / tents / food for the ceremony (have the Interpretative Centre available pending weather)	JG	Oct 31
7. Other Items		
<ul style="list-style-type: none"> • <u>Alberta Education and Alberta Infrastructure Meeting</u> <ul style="list-style-type: none"> ○ It was determined that it was important to meet in the next few weeks with Alberta Education and Alberta Infrastructure to: <ul style="list-style-type: none"> ▪ Answer all outstanding questions ▪ Define roles and responsibilities ▪ Identify all hurdles and determine necessary actions to overcome ○ General Discussion: <ul style="list-style-type: none"> ▪ As land issues would likely take up most of the discussion, there was no need for NorQuest to send a representative to the meeting ▪ It was agreed that the meeting would be held on Wednesday, September 17th at 10:00 am at the Alberta Infrastructure Building in Edmonton (<i>subsequently changed to 11:00 am</i>) 		
Action: Send out invitation to the meeting	JL / NW	Sep 4
Action: Send all questions to NW that need to be answered in advance of the meeting	PS / LM / CL	Sep 12
<ul style="list-style-type: none"> • <u>Professional Fees</u> <ul style="list-style-type: none"> ○ CL asked about professional fees on the project as the partners are incurring costs. ME commented that they are not a component included in the project and have to be paid out of operating funds • <u>Next P3/Partnership Sub-committee Meeting</u> <ul style="list-style-type: none"> ○ Meeting set for Tuesday, September 23rd at 10:30 am at the Living Waters Board room ○ NorQuest, Alberta Works and others to meet in advance to discuss space needs and will present this information at the meeting 		
Action: Send out invitation to the meeting	NW	Sep 4
<u>Next Steering Committee Meeting</u>		
<ul style="list-style-type: none"> • Next meeting is scheduled for Monday, October 6th, 2014 1:00 a.m., Living Waters' Boardroom 		
Action: Send out invitation to the meeting	NW	Sep 4

St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

Steering Committee Meeting Minutes

Living Waters' Board Room

1:00 p.m. Monday, October 6th, 2014

Attendees:

	Living Waters	Town / County	NorQuest	Other
Committee Members Present:	Jo-Anne Lanctot (JL) Doug MacAulay (DM) Dana Kentner (DK) Irene Sawyer (IS)	MaryAnn Chichak (MC) Jay Granley (JG) Peter Smyl (PS) Jim Rennie (JR) Ron Govenlock (RG)	Karen Link (KL) (Skype)	
Project Coordinator:	Nieta World (NW) Andrew World (AW)			
Absent:	Carol Lemay (CL) Gemma Christie (GC) Michel Despins (MD)	Paul Chauvet (PC) Luc Mercier (LM) Sylvia Bonnett (SB)		Other
Others:				<u>Alberta Education:</u> Robert Craig (RC) <u>Alberta Infrastructure:</u> John Lovell (JL) Tony Hodge (TH)
Additional Distribution:	Lynn Sloat (LS)		Lisa Mulrooney (LM)	Michael Ediger (ME) Joe Shelast (JS) Kristy Tuts (KT)

Description	Action Items	
	Who	Due
1. Prayer		
2. Introductions <ul style="list-style-type: none"> Round table introductions of those in attendance 		
3. Approval of the Agenda <ul style="list-style-type: none"> Agenda approved with no changes 		
4. Review of previous minutes <ul style="list-style-type: none"> No additions/deletions/changes to the September 3rd, 2014 meeting minutes. Reviewed action items and all are complete. 		
5. Sub-Committee Updates <ul style="list-style-type: none"> <u>Administration Sub-Committee</u> <ul style="list-style-type: none"> Met with Alberta Infrastructure and Alberta Education approximately two weeks ago to discuss the project in more detail and to go over any outstanding questions/issues <ul style="list-style-type: none"> They require a new signed Partnership Commitment from the Town and County as well as from Living Waters for their office space 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ Site Investigation Update: <ul style="list-style-type: none"> ▪ Clearing at the site – TH to let the Town know what area they need ▪ PS provided an update and indicated that they are ready to tender with 4 acres to be cleared in the first 20 days the rest deferred to the Winter (more cost effective) ▪ Site Investigations after the 20 day period – TH indicated that this would require an invitational RFP and that they should have someone within a few weeks ▪ RG asked specifically what in the site investigations are they looking at? TH indicated: <ul style="list-style-type: none"> ➢ Soil and environmental testing ➢ Site survey ➢ Traffic impact (firm will recommend if further assessment is complete. ➢ Flood plain review is already done ○ Other Discussion:: <ul style="list-style-type: none"> ▪ NW asked RC about the surplus request made by Living Waters related to a previous school build that was under budget. RC stated that they will respond with a letter once they have the statement of final costs on the project and it should be coming out soon ▪ Architect selection timing – TH stated that they need the Partnership Commitment letters first. After they are received they will have to go out for public tender which is posted for 2 weeks and then approximately another 2 weeks response time. Will not likely be completed until early November and the Partnership portion is still an unknown ▪ Before posting TH will send to Living Waters ▪ RC indicated a concern about the timing of the sale of the school land and current office given that they are scoping a project that they don't have funds for yet (Living Waters' new office space) 		
Action: Provide the Town of Whitecourt with the area required to be cleared to proceed with the site inspection	TH	Oct 10
Action: Provide an updated Partnership Commitment Letter for the project for the Town of Whitecourt and Woodlands County	PS / LM (councils)	Oct 31
Action: Provide an updated Partnership Commitment Letter for the project for Living Waters School Division	CL	Oct 31
<ul style="list-style-type: none"> ● <u>Performing Arts Sub-Committee</u> <ul style="list-style-type: none"> ○ JG and DK provided the following update: <ul style="list-style-type: none"> ▪ Last meeting settled on the scope and this has not changed – 600 seat design range ▪ They are working on a finalized estimated project cost as this will be required to determine the funding requirements ▪ The meeting with the Rotary went well and future support sounded favorable 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ Other Discussion: <ul style="list-style-type: none"> ▪ The Town of Whitecourt and Woodlands County will need to go to their Councils prior to being able to complete the Partnership Commitment Letters. JR indicated that the municipalities are moving forward as fast as possible. <ul style="list-style-type: none"> ➢ They have a Joint Liaison Meeting this Thursday (Oct 9) and a joint retreat on October 29 ➢ They will likely create a MOU ➢ They also need to take this project to the Public for input ▪ TH indicated that they would need the scope and funding to move forward ▪ JG noted that the most significant savings would be in the shared space ▪ PS commented that the goal is to enhance the project not find cost savings (unless mutually beneficial) ▪ He also noted that they will need to work with the province to determine who pays for what ▪ TH clarified that they will break it out in both the Architects and Building quotes ▪ RC indicated that he had concerns about cost escalation. TH noted that they will engage a cost consultant before tender to assist with the cost estimate but if there were cost escalations they would be shared • <u>P3/Partnership Sub-Committee</u> <ul style="list-style-type: none"> ○ JR provided an update that they have met with the government but the examples of P3 partnerships are not similar <ul style="list-style-type: none"> ▪ They are trying to find monies that the municipalities do not have to finance and are still working on the funding details ▪ JR asked if Alberta Infrastructure would build the NorQuest space. RC commented that they will not do this. Post-Secondary is not in Infrastructure's mandate and Advanced Education would likely be the more applicable department ▪ JR / KL / MC / NW will get together by conference call to discuss the options on Wednesday afternoon (Oct 8) at 3:45 pm ▪ The requested NorQuest space of 573 m2 is less space than they currently have ▪ Both the Town and County are worried about the delay of other projects because of borrowing <p>Action: Set up a conference call and send out invitations for the meeting on Wednesday, October 8 at 3:45 pm</p> <ul style="list-style-type: none"> • <u>Fundraising / Grant Applications Update</u> <ul style="list-style-type: none"> ○ AW updated the Committee that while there are a number of foundations that we can approach, most of the funding is for programing and not capital. As such it may be premature to be looking at these types of funding requests. He suggested there may be opportunity to look at funding applications for current programs that are being offered by the Municipalities or School Division 	LS	Oct 6

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ The Federal Government in their 2014 budget included renewed funding for Arts which will be ongoing in future years. The Canada Cultural Spaces Fund is one of the programs and funds projects for the construction and/or renovation of cultural infrastructure projects intended for professional arts ○ NW suggested that AW and NW attend the next P3 Committee to discuss and assign roles and responsibilities for fundraising to ensure activities are coordinated and that there is no duplication of effort. 		
<p>6. Ground Blessing/Sod Turning</p> <ul style="list-style-type: none"> ● The Ground Blessing / Sod Turning event will be delayed until the spring as there will be better access at the site <p>Action: Ensure appropriate notices are sent out cancelling the event</p>	NW	Complete
<p>7. Other Items</p> <ul style="list-style-type: none"> ● Other General Discussion: <ul style="list-style-type: none"> ○ Public Comments from Open House <ul style="list-style-type: none"> ▪ Public consultation is still required – need to wait until the Councils have decided the scope and project details before going over the public comments. May use the information as part of the public consultation ○ Preliminary cost Estimate for the Performing Arts Centre <ul style="list-style-type: none"> ▪ Still being determined but likely in the \$20 million capital cost range. RC indicated a similar magnitude from their estimates ○ November 4 Meeting invitation from Kristy Tuts – Alberta Human Services <ul style="list-style-type: none"> ▪ P3 committee should be meeting with all interested parties sooner rather than later as there will need to be a cut-off ○ Office Space: <ul style="list-style-type: none"> ▪ PS indicated the Town is working on determining the estimated cost of office space ▪ RC commented that if the jurisdiction (Living Waters) wants to build office space they need to have the funds in capital reserves ▪ NW asked if a line of credit would be acceptable option to support the capital cost given the sale of the land will take some time ○ School Capacity: <ul style="list-style-type: none"> ▪ DK commented about an overall concern that the school portion of the facility will be over-capacity at the time of build ▪ RC commented that the school was approved for the capacity requested ▪ JL asked how the School Division should get this issue addressed ▪ RC commented that the jurisdiction could make a request to the minister to adjust but that they would need a compelling argument ▪ PS noted that the Town has been reinforcing the increased growth to Municipal Affairs and Alberta Infrastructure as growth is 3% higher than 		

Description	Action Items	
	Who	Due
<p>the numbers being used (5% vs 2%)</p> <ul style="list-style-type: none"> ○ Project Schedule <ul style="list-style-type: none"> ▪ PS asked if there was an up to date schedule for the project. ▪ TH noted that this is more complicated facility with a 6-8 month timeframe for final design. TH commented that timelines are very tight with a best case scenario being an August start date for construction <ul style="list-style-type: none"> ➢ Two phases ➢ Request for Qualification - Shortlist after that (4 to 5) ➢ Can potentially speed up by completing concurrently with the design – 8 week period ➢ Development permit – PS indicated a 10 to 15 day turnaround <p>Action: Determine if the meeting with Alberta Human Services needs to be held sooner than November 4</p> <p>Action: Town to provide Living Waters with the information supporting the higher growth rates is Whitecourt and area</p>	<p>NW</p> <p>PS / JG</p>	<p>Oct 15</p> <p>Oct 15</p>
<p><u>Next Steering Committee Meeting</u></p> <ul style="list-style-type: none"> • Next meeting is scheduled for Tuesday November 4th 2014 1:00 a.m., Living Waters' Boardroom <p>Action: Send out invitation to the meeting</p>	<p>NW</p>	<p>Oct 10</p>

St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

Steering Committee Meeting Minutes

Living Waters' Board Room

1:00 p.m. Tuesday, November 4th, 2014

Attendees:

	Living Waters	Town / County	NorQuest	Other
Committee Members Present:	Carol Lemay (CL) Doug MacAulay (DM) Dana Kentner (DK) Irene Sawyer (IS) Gemma Christie (GC) Michel Despins (MD)	MaryAnn Chichak (MC) Jay Granley (JG) Peter Smyl (PS) Jim Rennie (JR) Ron Govenlock (RG) Paul Chauvet (PC) Luc Mercier (LM)		
Project Coordinator:	Nieta World (NW) Andrew World (AW)			
Absent:	Jo-Anne Lanctot (JL)	Sylvia Bonnett (SB)	Karen Link (KL) (Skype)	Other
Others:				<u>Alberta Education:</u> Robert Craig (RC) Michael Ediger (ME) <u>Alberta Infrastructure:</u> Tony Hodge (TH)
Additional Distribution:	Lynn Sloat (LS)		Lisa Mulrooney (LM) (Skype)	John Lovell (JL) Joe Shelast (JS) Kristy Tuts (KT)

Description	Action Items	
	Who	Due
1. Prayer		
2. Approval of the Agenda <ul style="list-style-type: none"> Agenda approved with no changes 		
3. Review of previous minutes <ul style="list-style-type: none"> No additions/deletions/changes to the October 6th, 2014 meeting minutes. 		
4. Sub-Committee Updates <ul style="list-style-type: none"> <u>Administration Sub-Committee</u> <ul style="list-style-type: none"> JR and MC provided a summary update of the key activities that have been ongoing and the recent discussions between their two respective Councils: <ul style="list-style-type: none"> The Performing Arts Sub-committee was asked to define the performing arts portion of the project They completed a number of site visits They confirmed the need in the community as outlined in the 2010 report completed for the Town and County They confirmed the design from the 2010 report and recommended a 600 seat theatre 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ▪ It is important that they utilize the services of an Architect who has experience with Performing Arts Centers and that the design should look at all options ▪ Council subsequently visited sites recommended by Administration ▪ They have moved as fast as possible given the scope of the project ▪ All 14 members of the joint Councils recently met and came to a unanimous decision to move forward with the project ▪ The vision for the project is still the same ▪ Administration provided a timeline for the Councils regarding the requirements to meet the MGA ▪ Two Options were provided with the timing (options attached to the minutes) ▪ Both Councils were concerned that the timing could impact the school project and it was agreed that they would proceed based on their timelines but not impact the timing of the school project <ul style="list-style-type: none"> ○ Other Discussion <ul style="list-style-type: none"> ▪ ME commented that they support the project and believe they can create a process that will include exit ramps should the Performing Arts Centre not go ahead ▪ MC noted that they anticipate the support is going to be there based on previous work they completed however they have to prepare for all scenarios ▪ TH indicated that they will proceed based on the school design with the RFP noting that there is a partnership that could impact the design but the work will not be included in the contract ▪ TH mentioned a concern about there being two contractors as there is a need for separation by time and space, however they have managed this before for other facilities ▪ Based on the new staging CL indicated that the School office will be part of the next stage as part of the business centre but noted that the School design needs to reflect the larger facility ▪ There will be a need to develop a Master Plan for the entire project ▪ The facilities will be attached in some manner ▪ RC asked about the scope of Phase 2 <ul style="list-style-type: none"> ➢ The Performing Arts Centre will be in the 600 seat range ➢ NorQuest is looking for over 6,000 sq. ft. ➢ Alberta Human Services may be interested in space in the range of 15,000 sq. ft. ▪ TH would like to start construction by August 2015 which would require that the RFP for the Architect be out by the end of November ▪ Once the School is under construction if there was an additional contractor there would need to be significant coordination ▪ PS commented that the Master Plan for the entire 40 Acre site will be looked at and could include the next Northern Gateway School, future arena, etc. ○ Site Investigation Update: <ul style="list-style-type: none"> ▪ Contract awarded this morning to Clifton & Associates ▪ Start in the 3rd week of November ▪ Should have access by then to the site 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ Letter of Commitment: <ul style="list-style-type: none"> ▪ PS asked if the Province still requires a letter of commitment and ME indicated that they would ○ JR thanked the Province for being flexible given that the project is potentially getting more complex ○ ME asked TH to keep the partnership in mind when putting out the RFP to ensure the Architect understands the full project <p>Action: Provide an updated Partnership Commitment Letter for the project for the Town of Whitecourt and Woodlands County</p> <ul style="list-style-type: none"> ● <u>Performing Arts Sub-Committee</u> <ul style="list-style-type: none"> ○ JG provided the following update: <ul style="list-style-type: none"> ▪ Have not met since the last meeting Facility design will be dedicated to Performing Arts ▪ Next step is to fine tune the costs so the municipalities can move forward with borrowing and bylaws ● <u>P3/Partnership Sub-Committee</u> <ul style="list-style-type: none"> ○ Next meeting is to take place on November 21st at 2:00 p.m. ○ RG asked about the design and the need for a commercial kitchen <ul style="list-style-type: none"> ▪ A commercial kitchen is not included in the school scope but the municipalities will have the opportunity to review the final design of the school and have input on the design ○ RC asked if the CTS would include a performing arts component. CL indicated that this would not be in the school design however there will be opportunities for the CTS component to expand in future stages ○ The CTS direction for the school design has to be decided fairly early on ○ CL wants to ensure the design committee goes out to see what is out there to ensure that they are not looking at just traditional school models ○ Someone from the municipalities will be involved ○ Important to keep the main design committee small as they can report and get input from other sub-committees ○ Living Waters has received a letter from AB Education potentially allowing for the use of the \$1.1 million surplus from a previous school project. RC indicated that AB Infrastructure will keep the funds but they are recommending that they consider allowing the funds be used for any site issues ○ RC asked about the fact that we are now talking about two separate buildings and wondered if we are losing the opportunity to integrate the facilities 	PS / LM (councils)	Nov 7

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ There will be bridging opportunities ○ TH indicated that if you want to add scope it can be added but the plan will need to be locked down fairly early (4th meeting – end of January) ○ JR/MC both reiterated that this adds complication and they wanted to keep things separate to ensure the school project would not be placed at risk and the other components can move forward on the appropriate timelines ○ PS suggested that the Design Committee, which will include a representative from the Town/County, needs to move forward fairly quickly and provide recommendations 		
<p>5. Other Items</p> <ul style="list-style-type: none"> ● The Boys & Girl Club Letter offering to run a Day Care at the facility will be passed on to the P3 Committee 		
<p><u>Next Steering Committee Meeting</u></p> <ul style="list-style-type: none"> ● Next meeting TBD 		

St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

CLC Working Committee Meeting Minutes

Living Waters' Board Room

9:00 a.m. Friday, January 9th, 2015

Attendees:

In Attendance:	Carol Lemay (CL) Doug MacAulay (DM) Art Bauer (AB) Michel Despins (MD)	MaryAnn Chichak (MC) Jim Rennie (JR) Karen Link (KL) Lisa Smith (LS)	Tony Puim (TP) Kevin Andrea (KA) Randy Lovich (RL) Egbert Stang (ES)
Project Coordinator:	Nieta World (NW) - Skype	Andrew World (AW) - Skype	
Absent:			
Additional Distribution:	Lynn Sloat (LS)		

Description	Action Items	
	Who	Due
1. Prayer		
2. Review Notes from November 21, 2014 Meeting <ul style="list-style-type: none"> No additions/deletions/changes to the November 21st, 2014 meeting notes. 		
3. General Discussion <ul style="list-style-type: none"> KA indicated that Northern Gateway is attending to listen and learn and will provide input where applicable with significant interest around the CTS components MC commented that this is a significant project for the community with various stages over the long term including the site of a future Northern Gateway High School Site plan needs to reflect the appropriate area for a future school <ul style="list-style-type: none"> KA asked how this would be completed. Wants to ensure that there is an appropriate area available to build a High School in a future phase of the project and that a complete overall site plan is developed CL noted that Workun Garrick has been awarded the Architect contract for the St. Joseph School and they are aware that there is a need to take into consideration the overall site plan for all of the facilities that may be constructed on the property including roads, parking and bussing lanes The acres required for a school area include the entire footprint which includes playing fields, parking, playgrounds, etc. Some of the area for the St. Joseph School would be joint use thus reducing the area required for a second school 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ The Town does have a draft site design ○ MC commented that Barr Ryder will be providing a concept plan for the Performing Arts Centre including how the facility may be attached to other facilities ○ Need for the development of a full Site Plan will have a cost, who is responsible for this? 		
<p>Action: Provide the Town's draft site design to NW to pass over to Workun Garrick</p>	MC	Jan 16
<p>Action: Town and County to meet and discuss the overall site plan and planning for the development of all of the phases of the project. MC to provide a summary of these discussions to CL with a path forward or an indication that additional discussions are required</p>	MC	Jan 13
<p>Action: Based on above, determine date and time of next CLC Working Committee meeting and send out to all committee members</p>	CL	Jan 13
<ul style="list-style-type: none"> • CL noted that this needs to move forward quickly as AB Infrastructure has provided very tight timelines for the St. Joseph School design • The various stages to be developed: <ol style="list-style-type: none"> 1) St Joseph's School 2) Performing Art's Centre 3) Education/Community Resources/Business Mall 4) Centre for Technology and Innovation 5) Northern Gateway High School (1,100 students) <ul style="list-style-type: none"> ○ Opportunity for shared spaces to garner efficiencies • St Joseph's School is being developed independent of the other phases with the Architect taking into consideration the other potential phases • The Town and County are working towards completion of Phase 2. Timelines for getting approval are likely June or July at the earliest. <ul style="list-style-type: none"> ○ The project financing will not require industry/business partners ○ The facility will be connected in some manner to the St Joseph School ○ The County will be holding public consultations over the next few months with the focus on the Performing Arts Facility and other unrelated County projects ○ The Town will be holding public consultations over the next few months with the focus on the Performing Arts Centre 		
<p>Action: Email the dates and locations for the Woodland County public meetings to all committee members</p>	JR	Jan 16

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> It was reinforced that while the phases may take some time, there is still the need for all of the partners to stay involved in the discussions NorQuest provided an update of some of the current programs they are working on with a number of partners and this work will continue The Committee reinforced the importance of developing and establishing the appropriate agreements and contracts upfront to reduce potential issues in the future KA asked about the Terms of Reference for each Committee <p>Action: Send a copy of the minutes where the TOR for each Committee was established to KA</p> <p>Action: Discuss the need to develop a more detailed TOR for the committees</p> <ul style="list-style-type: none"> The tight timelines set by Alberta Infrastructure for St. Joseph School was again discussed with the group 	<p>NW</p> <p>All</p>	<p>Jan 9</p> <p>Next Meeting</p>
<p>Next CLC Working Committee Meeting</p> <ul style="list-style-type: none"> Next meeting TBD 		

St Joseph / Whitecourt / Woodlands Community Learning Campus Partnership

Steering Committee Meeting Minutes

Living Waters' Board Room

1:00 p.m. Wednesday, March 11th, 2015

Attendees:

	Living Waters	Town / County	NorQuest / Northern Gateway	Other
Committee Members Present:	Carol Lemay (CL) Doug MacAulay (DM) Dana Kentner (DK) Irene Sawyer (IS) Michel Despins (MD)	Jay Granley (JG) Peter Smyl (PS) Jim Rennie (JR) Ron Govenlock (RG) Paul Chauvet (PC) Sylvia Bonnett (SB)	Karen Link (KL) (Skype)	
Project Coordinator:	Nieta World (NW) Andrew World (AW)			
Absent:	Gemma Christie (GC)	MaryAnn Chichak (MC) Luc Mercier (LM)	Kevin Andrea (KA)	
Others in Attendance:			Jim Govenlock (JGV) Randy Lovich (RL) Michael Gramatovich (MG)	Alberta Education: Michael Ediger (ME) Alberta Infrastructure: Pedro Mendonca (PE) David Shek (DS)
Additional Distribution:	Lynn Sloat (LS)		Lisa Smith (LS)	Robert Craig (RC) Tony Hodge (TH) John Lovell (JL) Joe Shelast (JS) Kristy Tuts (KT)

P

Description	Action Items	
	Who	Due
1. Prayer		
2. Approval of the Agenda <ul style="list-style-type: none"> Agenda approved with no changes 		
3. Review of previous minutes <ul style="list-style-type: none"> No additions/deletions/changes to the November 4th, 2014 meeting minutes. 		
4. Sub-Committee Updates <p><u>Administration Sub-Committee</u></p> <ul style="list-style-type: none"> Site has been cleared and stripped Contractor is on site working on the Lift Station Water & Sewer portion to be tendered in two weeks 		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ○ Town is working with AB Infrastructure on the timing of the site preparation work and have committed to have temporary services available in time for construction ○ It has been agreed that there is a need for a Master plan to be developed for the entire area <ul style="list-style-type: none"> ▪ Have met with both school divisions to discuss the process and will be working with them over the next few weeks <p>Action: Set up meeting to discuss the area master plan for Monday, March 16 at the Town office</p> <ul style="list-style-type: none"> ○ Joint use agreements will be developed once the Town and County have finalized their decision on going forward with the Performing Arts Centre ○ RG asked about the size of the site as he has heard both 40 and 80 Acres as the size. PS commented that they are currently looking at 40 acres but have the capacity to expand the site once the entire site plan has been approved ○ JG added that the town has identified the site for future sports fields and recreation facilities <p><u>Performing Arts Sub-Committee</u></p> <ul style="list-style-type: none"> ○ JG reiterated what was presented in the minutes from the last meeting with the current recommended design for a 600 seat theatre ○ Woodlands County and the Town of Whitecourt both held open houses over the last few months to solicit feedback from ratepayers on the project. In addition a public survey is being completed with the results being compiled over the next few weeks (closes Sunday) <ul style="list-style-type: none"> ▪ NW asked how the open houses went and the following summary was provided: <ul style="list-style-type: none"> • Town of Whitecourt <ul style="list-style-type: none"> ➢ Public meetings were quite positive ➢ A few concerns about costs ➢ Written survey will likely provide broader results ➢ Surveys are still open to Sunday (so far about 100) ➢ Transparent about potential tax increase to fund the project ▪ County <ul style="list-style-type: none"> ➢ Mostly positive, even in the east area of the County ➢ Meeting with the Town Council next week to determine next steps ➢ Residential tax impacts should be small as the County has the ability to use a larger industrial tax base to help support their share of the project 		Complete

Description	Action Items	
	Who	Due
<p>❖ KL indicated that NorQuest was available to attend the presentation to their Councils if required</p> <p><u>CLC Working Committee Meeting</u></p> <ul style="list-style-type: none"> ○ It was agreed the best approach would be to phase in each component of the project over time with the Catholic School and Performing Arts Centre being the first phases ○ Joint use discussions will need to be held regarding the planning of future school fields ○ ME commented that he could provide precedence from other projects but he indicated that 80 acres should be more than sufficient ○ PS asked for updates on the office space requirements for NorQuest and Living Waters. <ul style="list-style-type: none"> ▪ CL indicated that Living Water's has already determined their requirements and they remain unchanged. Living Waters plans to pay for their Board office space from the proceeds from the sale of the current school site and their current Board office ▪ KL noted that NorQuest would not build space but would like to lease. They would require a few business offices and then have shared space for classrooms, labs, open learning space and other common use areas. They have submitted a floor plan and they are ready to revisit the discussion when required ○ JR reinforced the need to deal with one component at a time, starting with the Performing Arts Centre and then moving to the next phase (timing yet TBD) <ul style="list-style-type: none"> ▪ KL suggested that the committee provide a written update to the other interested partners (ie/ Alberta Works, Boys & Girls Club) as they have not heard about the plans for some time. JR suggested that we wait until the May/June timeframe as the Performing Arts Centre decision will be complete <p>Action: Provide a written update on the project plan for distribution to other interested partners (timing TBD)</p> <ul style="list-style-type: none"> ▪ NW noted that she met with Alberta Works and they may be interested in leasing office space in the new facility <p><u>Design Sub-committee</u></p> <ul style="list-style-type: none"> ○ DS went over the Schematic Drawing <ul style="list-style-type: none"> ▪ Selected a Hybrid model and the general layout and footprint has been agreed on ▪ There will be another release with final changes in a few weeks however there will still be some flexibility for other minor amendments ▪ Design includes a Learning Commons in the middle 	<p>June 30</p>	<p>CLCP</p>

Description	Action Items	
	Who	Due
<ul style="list-style-type: none"> ▪ Gym was moved to the Performing Arts Centre side to conform with the planned location for that facility ▪ Home Economics lab was moved for the similar reason ▪ CTS component separated but does have loading dock access ▪ Main entry is from the West ▪ When you walk into the Lobby area you will see the Stain glass from the current school in front of religious learning area ▪ Central reception will have visibility of the main entrance and the long hall way in the High School Wing ▪ Designed as two wings, Elementary and High School, with shared classrooms being located in the centre portion of the facility <ul style="list-style-type: none"> • CL commented that there will be a number of shared and open spaces to allow for “Inspiring Education” ▪ The gathering areas in each wing will be used as social / open space. The lockers will be removed allowing for the classrooms to open up into the gathering areas. This will allow for larger flexible space that can be used for project or cross curriculum education ▪ Above the change rooms there will be a fitness classroom ▪ JG asked about future growth and if building up was an option? This is not in the current plans due to base requirements and the need for elevators and staircases. PM confirmed that the size of the facility allows for horizontal growth only in the budget ▪ ME commented that this is a forward looking design, maximizing educational learning space 		
<p>5. Other Items</p> <ul style="list-style-type: none"> ○ Other Business <ul style="list-style-type: none"> ▪ Need to determine the Sod Turning / Ground Blessing Date <ul style="list-style-type: none"> • Important to have students in attendance • Likely end of June would be the most appropriate timing • Need to contact MLA VanderBurg and local Priest to see if they are available. Fridays are when MLA VanderBurg is usually free so the best likely date to consider would be June 19th @ 1:00 pm <p>Action: Contact MLA VanderBurg and local Priest to determine availability for the Sod Turning / Ground Blessing on June 19th @ 1:00 pm</p> <ul style="list-style-type: none"> ○ Project Timeline Dates – AB Infrastructure <ul style="list-style-type: none"> ▪ PM reinforced the importance of keeping to the current schedule as delays have cost implications that could impact the facility design 	CL	March 14
<u>Next Steering Committee Meeting</u>		

Description	Action Items	
	Who	Due
<ul style="list-style-type: none">April 20th – 10:00 AM – Living Water’s Boardroom		

Municipal Office
Box 60, #1 Woodlands Lane
Whitecourt, AB T7S 1N3
Telephone: (780) 778-8400
Facsimile: (780) 778-8402
Toll Free: 1-888-870-6315
E-mail: admin@woodlands.ab.ca
Website: www.woodlands.ab.ca



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Regional Municipal Office
P.O. Box 33
Fort Assiniboine, AB T0G 1A0
Telephone: (780) 584-3866
Facsimile: (780) 584-3988
Toll Free: 1-866-584-3866
E-mail: ftadmin@woodlands.ab.ca
Website: www.woodlands.ab.ca

27 March 2015

Town of Whitecourt
Box 509
Whitecourt AB T7S 1N6

Attention: Maryann Chichak
Mayor

Dear Maryann:

Re: Building Canada – Small Communities Fund (SCF)

It is with pleasure that I advised that Woodlands County Council made the following motion in support of your grant application to the Building Canada Fund – Small Communities Fund (SCF) at our regular Council meeting held on March 24th:

C-15-194-15

MOVED by Councillor Pritchard that Council approve two joint applications to the Building Canada Fund – Small Communities Fund for the Athabasca Flats East Development Project and Water System Upgrading Project, with the Town of Whitecourt to act as the managing partner for both projects.

UNANIMOUSLY CARRIED

Sincerely,

Jim Rennie
Mayor

**COUNCIL MINUTES
WOODLANDS COUNTY
February 2, 2016**

The regular meeting of the Council for Woodlands County was held Tuesday, February 2, 2016, at the Municipal Office in Whitecourt, Alberta, commencing at 7:00 p.m.

**MEMBERS
PRESENT:**

S. Bonnett
J. Rennie
R. Govenlock
D. Kluin
D. McQueen
D. Pritchard
C. Merrifield

**IN
ATTENDANCE:**

L. Mercier, Chief Administrative Officer
S. Wharton, Executive Secretary
G. Frank, Director, Community Services & Planning
J. Sootweg, Manager Planning & Development
B. Kerton, Barrhead Leader
J. McQueen, Goose Lake Recreation Association
C. Golden, Goose Lake Recreation Association
J. Sterling, Topland Recreation Society
J. Ellens, Topland Recreation Society
M. Fleming, Topland Recreation Society
J. Atkin, Fort Assiniboine Agricultural Society
L. Thompson, Fort Assiniboine Agricultural Society
K. Charlebois, The Whitecourt Star

**CALLED
TO ORDER:**

The meeting was called to order by Mayor Rennie at 7:00 p.m.

**ADOPTION
OF AGENDA:**

The following amendments were made to the agenda for this meeting:

New Business:

Add:

7.1(2) Invitation to ASB Supper

7.13 Request for letter of Support

10.2 Land Development

C-15-068-16

MOVED by Councillor McQueen that Council adopt the February 2, 2016, agenda as amended.

UNANIMOUSLY CARRIED

ADOPTION OF MINUTES:**REGULAR COUNCIL MEETING MINUTES OF JANUARY 22, 2016****C-15-069-16**

MOVED by Councillor Merrifield that Council adopt the minutes of the January 22, 2016, regular Council meeting as presented.

UNANIMOUSLY CARRIED

BYLAW(S):**BYLAW 475/15 – DEBENTURE – WATER/SEWER BLUE RIDGE****C-15-070-16**

MOVED by Councillor Pritchard that Council gives first reading to Bylaw 475/16 – Debenture – Water/Sewer Blue Ridge.

CARRIED UNANIMOUSLY

BYLAW 476/15 – DEBENTURE – PUBLIC WORKS BUILDING PROJECT**C-15-071-16**

MOVED by Councillor Merrifield that Council gives first reading of Bylaw 476-16 – Debenture – Public Works Building Project.

CARRIED UNANIMOUSLY

NEW BUSINESS: COUNCIL INVITATIONS

Mayor Rennie advised that the Whitecourt Trailblazers have cancelled their annual snowmobile rally on February 13th due to lack of snow.

C-15-072-16

MOVED by Councillor Kluin that Council authorize Councillors McQueen, Pritchard, Bonnett and Kluin to attend the 2016 ASB Annual Appreciation Night on February 26, 2016.

UNANIMOUSLY CARRIED

YELLOWHEAD REGIONAL LIBRARY SATISFACTION SURVEY**C-15-073-16**

MOVED by Councillor Pritchard that Council direct administration to forward the completed survey to the Yellowhead Regional Library by February 16, 2016.

UNANIMOUSLY CARRIED

POLICY 1016 – POINTS TO CAPTURE**C-15-074-16**

MOVED by Councillor McQueen that Council approve Policy 1016 – Points to Capture as presented.

UNANIMOUSLY CARRIED

AMENDED POLICY 6118 – RECOVERY OF CAPITAL COSTS INCURRED FOR NEW OR EXPANDED INFRASTRUCTURE**C-15-075-16**

MOVED by Councillor Govenlock that Council approve amended Policy 6118 – renamed from Water & Sewer Line Cost Contribution Fee to Recovery of Capital Costs Incurred for New or Expanded Infrastructure Policy as presented.

UNANIMOUSLY CARRIED

BRIAR PATCH PORTABLE KITCHEN SURPLUS**C-15-076-16**

MOVED by Councillor Merrifield that Council accept the bid for the surplus and removal of the Briar Patch Portable Kitchen from Gene and Alice Schmaus for \$1,600.00.

IN-FAVOUR:

Mayor Rennie
Councillor Bonnett
Councillor Pritchard
Councillor Merrifield
Councillor Kluin
Councillor McQueen

OPPOSED:

Councillor Govenlock

CARRIED

2016 LOGO CONTEST**C-15-077-16**

MOVED by Councillor Pritchard that Council direct administration to bring the logo contest to a future meeting in 2017 to reassess developing should Council pursue a new branding marking initiative in the future.

UNANIMOUSLY CARRIED

DELEGATION(S): GOOSE LAKE RECREATION ASSOCIATION

Joanne McQueen and Curtis Golden with the Goose Lake Recreation Association provided Council with an overview of the board's long-term plans and goals. They also thanked Woodlands County for all the help they have provided over the years.

C-15-078-16

MOVED by Councillor Kluin that Council accepts the presentation from the Goose Lake Recreation Association as information.

UNANIMOUSLY CARRIED

NEW BUSINESS: WHITCOURT WOODLANDS TOURISM

Con't

C-15-079-16

MOVED by Councillor Pritchard that council accept the recommendation from the Joint Economic Development and Tourism Committee and adopt the committee name "Whitcourt and Woodlands Tourism" to replace "Joint Economic Development and Tourism".

IN-FAVOUR:

Mayor Rennie
Councillor Bonnett
Councillor Pritchard
Councillor Merrifield
Councillor Kluin
Councillor McQueen

OPPOSED:

Councillor Govenlock

CARRIED

DELEGATION(S): TOPLAND RECREATION SOCIETY

Jeannette Sterling, Jonathan Ellens and Maureen Fleming with the Topland Recreation Society provided Council with an overview of the board's plans

Presiding Officer's Initials _____
Designated Officer's Initials _____

and usage of the Topland Hall. Also discussed was the current issues they have been having with their water well and Alberta Health's concerns with it.

C-15-080-16

MOVED by Councillor McQueen that Council accepts the presentation from the Topland Recreation Society as information and approve the expenditure to re-drill the water well.

UNANIMOUSLY CARRIED

NEW BUSINESS: AIRPORT LANDING FEE IMPLEMENTATION

Con't

C-15-081-16

MOVED by Councillor Govenlock that Council implement the Airport Landing Fee as of April 1, 2016 and notify all affected regular airport users of the implementation and request their comments back by March 15th and the results brought to Council at the March 22, 2016 meeting.

IN-FAVOUR:

Councillor Govenlock

OPPOSED:

Mayor Rennie
Councillor Bonnett
Councillor Pritchard
Councillor Merrifield
Councillor Kluin
Councillor McQueen

DEFEATED

C-15-082-16

MOVED by Councillor Merrifield that Council directs administration notify all affected regular airport users of the landing fee implementation and request their comments back by April 13, 2016 and bring forward the results to Council at the April 19, 2016 meeting.

UNANIMOUSLY CARRIED

DELEGATION(S): FORT ASSINIBOINE AGRICULTURAL SOCIETY

James Atkin and Lisa Thompson with the Fort Assiniboine Agricultural Society provided Council with an overview of the board's long-term plans and goals.

C-15-083-16

MOVED by Councillor McQueen that Council accepts the presentation from the Fort Assiniboine Agricultural Society as information.

UNANIMOUSLY CARRIED

NEW BUSINESS:
Con't

DISCUSS DATES FOR A JOINT MEETING WITH TOWN OF WHITECOURT TO REVIEW THE ARTS & CULTURE CENTRE

C-15-084-16

MOVED by Councillor Pritchard that Council direct administration to forward February 29 or March 3rd at 5 pm as potential meeting dates to the Town of Whitecourt to hold a joint meeting to review the Arts & Culture Centre options.

UNANIMOUSLY CARRIED

CONFLICT DECLARED:

Councillor Merrifield declared a conflict to agenda item 7.10 – Alberta Community Partnership Request from the Town of Whitecourt and left the meeting at 7:52 p.m.

ALBERTA COMMUNITY PARTNERSHIP REQUEST FROM THE TOWN OF WHITECOURT

C-15-085-16

MOVED by Councillor Bonnett that Council approve two joint applications to the Alberta Community Partnership for the Athabasca Flats East Service Project and Water System Upgrading Project with the Town of Whitecourt to act as the managing partner on both projects.

UNANIMOUSLY CARRIED

Councillor Merrifield returned to the meeting at 7:53 p.m.

RECESS:

Mayor Rennie recessed the meeting at 7:53 p.m.

RECONVENED:

Mayor Rennie reconvened the meeting at 7:56 p.m.

REQUEST FOR LETTER OF SUPPORT FROM WHITECOURT WOLVERINES

C-15-086-16

MOVED by Councillor Govenlock that Council direct administration to send a letter of support to the Whitecourt Wolverines for Kraft Hockeyville 2016 under Mayor Rennie's signature.

UNANIMOUSLY CARRIED

REQUEST FOR LETTER OF SUPPORT FOR LIVING WATERS CATHOLIC SCHOOLS

C-15-087-16

MOVED by Councillor Govenlock that Council direct administration to send a letter of support for the proposed construction and fabrication lab project to Living Waters Catholic Schools under Mayor Rennie's signature.

UNANIMOUSLY CARRIED

REQUEST FOR LETTER OF SUPPORT FOR WATERLINE

C-15-088-16

MOVED by Councillor Bonnett that Council direct administration to send a letter of support to Opus Stewart Weir Ltd. for the proposed waterline connection from the Town of Whitecourt to Alexis Nakota Sioux First Nation lands under Mayor Rennie's signature.

UNANIMOUSLY CARRIED

CORRESPONDENCE & INFORMATION:

POINTS TO CAPTURE

C-15-089-16

MOVED by Councillor Kluin that Council accept:

- 5.1 – Goose Lake Recreation Association;
- 5.2 – Topland Recreation Society
- 5.3 – Fort Assiniboine Agricultural Society
- 7.7 – Whitecourt Woodlands Tourism;
- 7.8 - Airport Landing Fee Implementation;
- 7.11- Request letter of support from Whitecourt Wolverines; and
- 9 – Fire Hall Tours.

as the points to capture from the February 2, 2016, Council meeting and that all the same points to capture be used for the Woodlands County's Facebook page

UNANIMOUSLY CARRIED

INFORMATION ITEMS

Council reviewed L. Mercier's report outlining correspondence received by Woodlands County.

C-15-090-16

MOVED by Councillor Pritchard that Council accepts the information package dated 28 January 2016 as circulated.

UNANIMOUSLY CARRIED

**REPORTS &
QUESTIONS
FROM MEMBERS
OF COUNCIL:**

Council members provided verbal reports from recent committee meetings and events they attended.

C-15-091-16

MOVED by Councillor Bonnett that Council accept the Councillor's reports, as information.

UNANIMOUSLY CARRIED

**COMMITTEE OF
THE WHOLE:**

C-15-092-16

MOVED by Councillor McQueen that Council move to an in-camera session at 8:19 p.m.

UNANIMOUSLY CARRIED

C-15-093-16

MOVED by Councillor Bonnett that Council come out of camera at 8.27 p.m.

UNANIMOUSLY CARRIED

OPERATIONS OVERVIEW

C-15-094-16

MOVED by Councillor Govenlock that Council direct administration to proceed with both land issues as discussed.

UNANIMOUSLY CARRIED

LAND DEVELOPMENT

C-15-095-16

MOVED by Councillor Pritchard that Council give direction to Mayor Rennie to discuss possible opportunities as discussed.

UNANIMOUSLY CARRIED

ADJOURNMENT: C-15-096-16

MOVED by Councillor Kluin that Council adjourn the meeting at 8:30 p.m.

UNANIMOUSLY CARRIED

Mayor

Secretary

May 8, 2015

Pedro Mendonca,
Architect AAA, Project Manager
Infrastructure, Capital Projects Division
Learning Facilities Branch
2nd Floor, 6950 – 113 Street
Edmonton, AB T6H 5V7

Dear Mr. Mendonca

Please accept this letter as confirmation that the Town of Whitecourt will have temporary services to the new Living Waters School Division school site no later than August 31st, 2015. The process for temporary power installation is well underway and the project has been assigned a contract number by Fortis Alberta. While specific schedules are subject to Fortis decisions, the Town has proceeded with due diligence and verbal indications from Fortis representatives are that the project will be completed in June 2015. The Town is currently completing negotiations with a contractor for temporary road access and will meet the August deadline.

In regard to permanent access and services, the Town of Whitecourt is able to confirm that permanent services will be installed no later than May 2017. Two out of three major service installation contracts have been awarded to date; with the third and final service contract to be awarded in 2016. All completion work will meet the May 2017 deadline. It should be noted that some minor, short-term disruptions to the temporary services may occur during the permanent installation phase.

Thank you once again for your assistance. The Town looks forward to our continued involvement with this project.

Sincerely,



Peter Smyl, CAO

c.c. Luc Mercier, CAO, Woodlands County
Carol Lemay, Superintendent, Living Waters Catholic Schools



Whitecourt

5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6

Phone /780.778.2273 Fax /780.778.4166

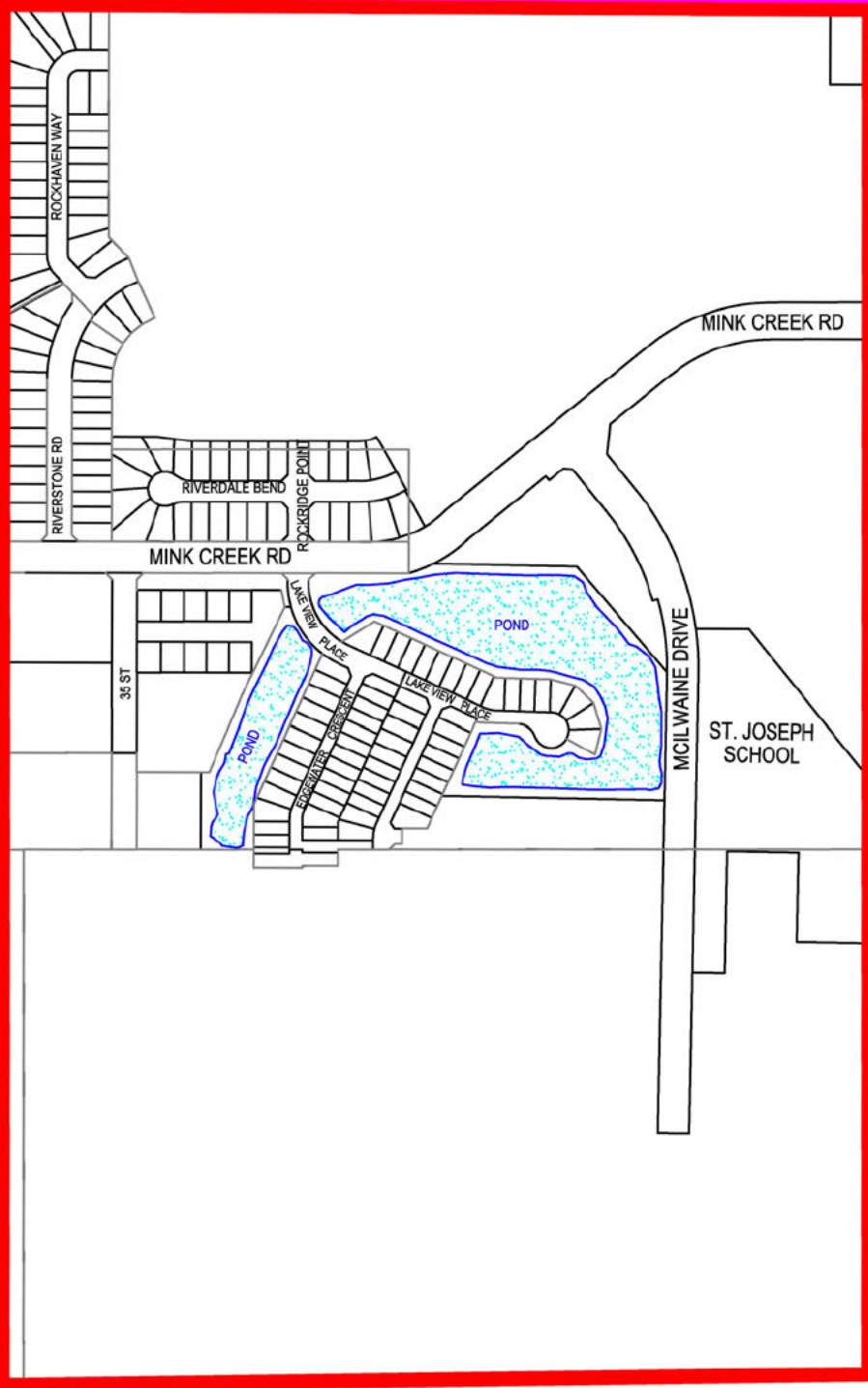
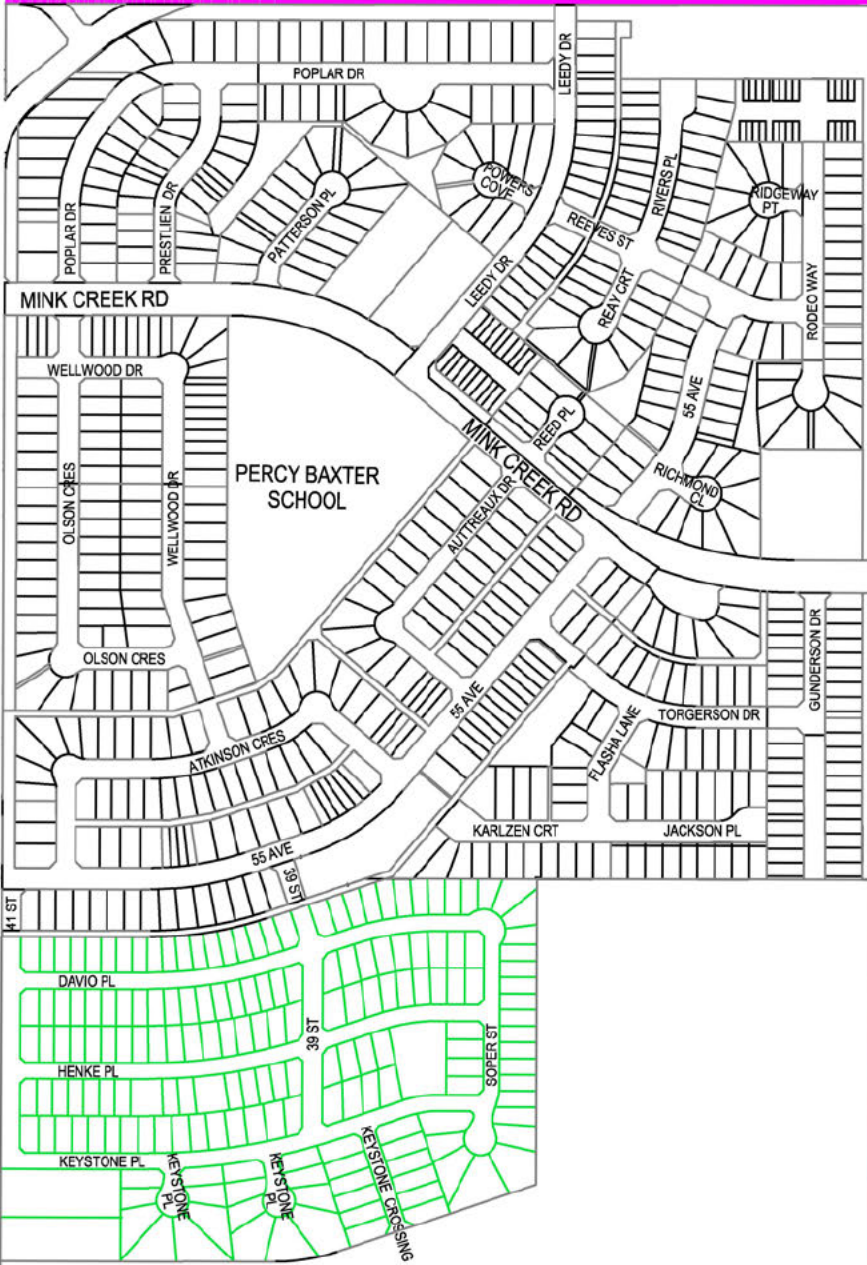
www.whitecourt.ca

Future Development and Major Maintenance Details:

- Future work will include the construction of 3 stormwater management facilities (storm ponds) as well as the extension of Mink Creek Road to the end of the ¼ Section and McIlwaine Drive to the future extension of 52 Avenue, complete with pathway, lighting, and deep utilities. Budget estimate: \$6 million (not including carrying costs)
- The area is anticipated to house some of the projects identified in the recently adopted Sportfield Master Plan.

Quick Facts:

- The Athabasca Flats East neighbourhood will include over 1000 dwelling units at build out.
- The area currently has over 150 single family home sites, 40 medium density home sites, and three apartment sites.
- A 700 student (+/-) grade 4 through 12 school opened in September 2017 with opportunity for future expansion.
 - Total school site: 10 acres
 - Value of school site: \$2.5 million



← AFE DEVELOPMENT AREA



News



Living Waters School Board to meet with education minister

Barry Kerton
Feb 04, 2013 · February 4, 2013 · 2 minute read



When the Living Waters School Division School Board meets with the Alberta Education Minister Jeff Johnson in February, St. Joseph School will be on the top of their list of topics they want to discuss.

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St. Joseph School, which will celebrate its 50th anniversary later this year, originally was on the Living Waters School Division boards plan to undergo a major modernization project.

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However, after receiving a report about the costs of modernizing the school the board has decided it would be more logical to build a new school.

Gemma Christie, board chair for Living Waters School Division, said the cost of a modernization project for St. Joseph would be more than 75 per cent of the cost of a new construction project.

One of the reasons why the cost of the modernization of St. Joseph would be so costly is the size of the original school structure, Christie said.

“St. Joseph School is built on quite a small space,” Christie said. “It has become very clear that the only way we will accommodate needs of any growth for St. Joseph School in the future and give our high school students the space they need is from the construction of a new school.

However, St. Joseph is not the only issue the Living Waters School Board would like to discuss with the education minister when he meets with the board on Feb. 27.

Carol Lemay, superintendent for the Living Waters School Division, said in preparation for the meeting the board has given Johnson as much information as they can ahead of time so the meeting can be as productive as possible in the time they have with the minister.

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News



Province announce s funding for new high school

Celia Ste Croix
Feb 03, 2014 · February 3,
2014 · 2 minute read



Whitecourt-Site Anne M.L.A. George VanderBurg came to Whitecourt on Friday, Jan. 31, to announce that Whitecourt would be included in the Building Alberta Plan with the investment of a new high school.

When assessing whether to modernize or replace St. Joseph School, VanderBurg said it was a close debate. What was the deciding factor was the involvement of the town and county to create a performing arts centre and involve post secondary education opportunities.

"There was never a doubt within the discussions of the town, county, school board and province that this project was needed and this is the right project for this community," VanderBurg said.

VanderBurg estimates it will take 24 to 36 months to complete. "It's a big project and a very costly project. It's not something that next year we will be cutting the ribbon on," VanderBurg said.

Woodlands County Mayor, Jim Rennie, Whitecourt Mayor, Maryann Chichak and Living Waters School Board Chair, Gemma Christie all agreed the announcement came sooner than they expected so there is still some planning to be completed before the final design can be drawn up but many aspects of the project are already agreed on.

The project is to be located in the Athabasca Flats area. "That is the area we do plan to develop for the town of Whitecourt so this announcement fits in very well with our growth plans and with the growth our community has seen over the last two years," Chichak said.

Chichak also noted the opportunity to expand post secondary options in Whitecourt in order to keep students and employees in the community.

"That is another important component to this announcement," Chichak said.

School board chair, Gemma Christie said what the existing site will be used for once St. Joseph's moves is still under discussion but the new school will be large enough to accommodate 500 students.

"We are beyond capacity. When the children are in class you will see that every available space houses students," Christie said.

Mayor Rennie said he is excited that this project will make it even easier to attract new companies to the area.

"One of the first questions we are always asked is 'what kind of schools do you have?' We are going to be able to brag that we have the newest school in Alberta right here in our community and that makes our job so much easier as we try to attract new families," Rennie said.

Onway is also slated to receive a new school.

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News



Whitecour t St. Joseph School project moving too fast

Barry Kerton

Mar 29, 2014 · April 2, 2014

• 3 minute read



On Jan. 31 the Alberta government announced Living Waters School Division had been approved for a new school to replace the 50 year old St. Joseph School.

ADVERTISEMENT

While the school board was pleased to hear the province had approved their request for a new school facility, they are concerned about the pace the provincial government is setting for the project.

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At the Living Waters School Division board meeting on Monday, March 24 superintendent Carol Lemay said the province is pressuring the board to speed up proceedings.

“We are receiving a great deal of pressure from Alberta Infrastructure and Alberta Education to complete this project in a really, really fast manner,” she said.

Lemay said they are not the only school division the province is pressuring. In the last year the provincial government has announced up to 70 new or modernization projects and she has heard that many of them are facing similar pressure.

“Many of them are feeling the same frustration that we are feeling,” Lemay said. “Somebody from government is saying get this done and then get this thing done. I don’t think that is realistic.”

Lemay said she wants the division wants to meet with their other partners in the community campus project, the Town of Whitecourt and Woodlands County, to discuss a reasonable time table for the project, and then after that, she said that representatives from Living Waters, Whitecourt and Woodlands County need to sit down with government to discuss their concerns.

“We need to impress upon the ministers of infrastructure, education and the minister of

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News



New St. Joseph School still on track.

whitecourt Star
Oct 08, 2015 · October 8, 2015 · 2 minute read



Kathleen Charlebois

Whitecourt Star

The new St. Joseph School building is still on schedule despite some confusion over a document released earlier this week.

On Oct. 6, the Province of Alberta released a document that announced delays for hundreds of new school projects.

However, the document's validity is coming into question after the St. Joseph school board said the project is still underway.

Living Waters superintendent Carol Lemay clarified the matter and said the project is not being delayed as a result of the "lag in funding."

"There was an initial delay and we delayed it by six months," she said. "In actual fact, the goal is for it to be completed in the 2016 school year, which will be in the spring of 2017 and to open in Sept. 2017."

She added that Alberta Education and Alberta Infrastructure agree with the goal as well. "So no, we're not on hold somewhere. We're going ahead."

Jim Rennie, Woodlands County mayor, said the partners and stakeholders mutually asked for the delay in order to get the ground work done properly.

"From the County's point of view, everything we see is proceeding within the timeframe," Rennie said.

Maryann Chichak, mayor of Whitecourt, said she's not sure why the Province is labelling the project as "delayed".

"I don't see any concerns with regard to the project at this time," Chichak said. "It has been progressing well. We're happy with it."

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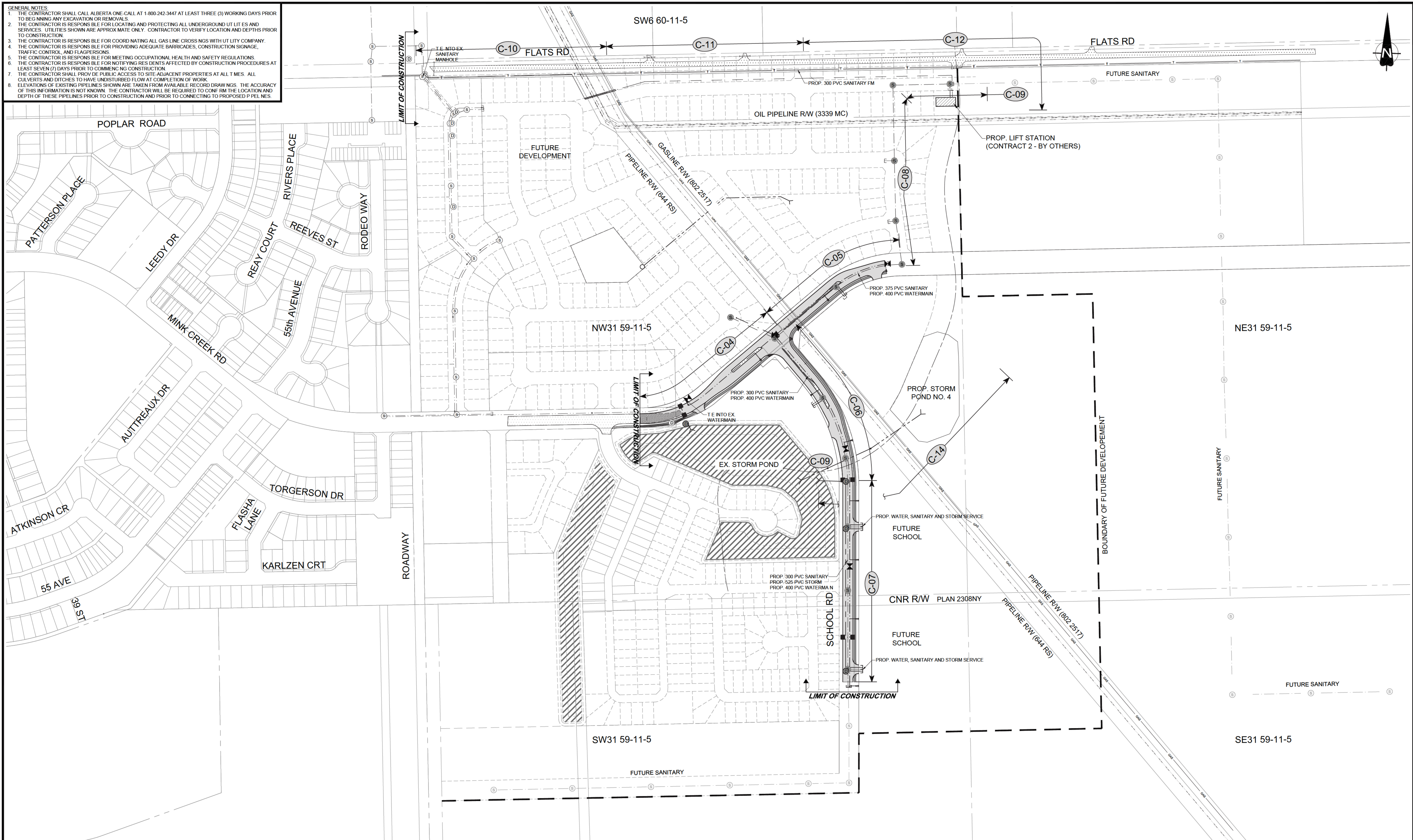
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2. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING ALL UNDERGROUND UTILITIES AND SERVICES. UTILITIES SHOWN ARE APPROXIMATE ONLY. CONTRACTOR TO VERIFY LOCATION AND DEPTHS PRIOR TO CONSTRUCTION.
3. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL GAS LINE CROSSINGS WITH UTILITY COMPANY.
4. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ADEQUATE BARRICADES, CONSTRUCTION SIGNAGE, TRAFFIC CONTROL, AND FLAGPERSONS.
5. THE CONTRACTOR IS RESPONSIBLE FOR MEETING OCCUPATIONAL HEALTH AND SAFETY REGULATIONS.
6. THE CONTRACTOR IS RESPONSIBLE FOR NOTIFYING RESIDENTS AFFECTED BY CONSTRUCTION PROCEDURES AT LEAST SEVEN (7) DAYS PRIOR TO COMMENCING CONSTRUCTION.
7. THE CONTRACTOR SHALL PROVIDE PUBLIC ACCESS TO SITE ADJACENT PROPERTIES AT ALL TIMES. ALL CULVERTS AND DITCHES TO HAVE UNDISTURBED FLOW AT COMPLETION OF WORK.
8. ELEVATIONS OF EXISTING PIPELINES SHOWN ARE TAKEN FROM AVAILABLE RECORD DRAWINGS. THE ACCURACY OF THIS INFORMATION IS NOT KNOWN. THE CONTRACTOR WILL BE REQUIRED TO CONFIRM THE LOCATION AND DEPTH OF THESE PIPELINES PRIOR TO CONSTRUCTION AND PRIOR TO CONNECTING TO PROPOSED PIPELINES.



LEGEND

PROPOSED	EXISTING	SYMBOL	DESCRIPTION
Sanitary Sewer	Sanitary Sewer	—	SANITARY SEWER
Water Main	Water Main	—	WATER MAIN
Storm Sewer	Storm Sewer	—	STORM SEWER
Sanitary Manhole	Sanitary Manhole	⊙	SANITARY MANHOLE
Storm Manhole	Storm Manhole	⊙	STORM MANHOLE
Catch Basin	Catch Basin	□	CATCH BASIN
Valve	Valve	⊕	VALVE
Elevation	Elevation	×	ELEVATION

— GAS
 — OVERHEAD POWERLINE
 — POWER POLE
 — FLOW DIRECTION

ORIGINAL SEALED BY
K. FITZPATRICK
2015-04-28

PERMIT TO PRACTICE
MPE ENGINEERING LTD.
PERMIT NUMBER: P3680
The Association of Professional Engineers,
Geologists and Geophysicists of Alberta

No.	DATE	DESCRIPTION	BY	No.	DATE	DESCRIPTION	BY
6	2016-12-12	FOR RECORD INFORMATION	SM KGF	6	2016-12-12	FOR RECORD INFORMATION	SM KGF
5	2015-04-28	ISSUED FOR CONSTRUCTION	SM KGF	5	2015-04-28	ISSUED FOR CONSTRUCTION	SM KGF
4	2015-01-27	FOR TENDER	RP KGF	4	2015-01-27	FOR TENDER	RP KGF
3	2015-05-12	REVISION	SM	3	2014-05-20	FOR REVIEW	RP KGF
2	2014-09-09	FOR REVIEW	RP	2	2014-04-17	FOR REVIEW	YN KGF
1	2014-06-11	FOR REVIEW	RP	1	2013-10-03	PRELIMINARY	CCL KGF

PROJECT No.	5422-017-01
DRAWN BY	YN/RP
DESIGNED BY	KGF
CHECKED BY	TAD
SCALE	1:2500

MPE Engineering Ltd.
101, 10630-172 Street Edmonton, AB T5S 1H8
Phone (780) 486-2000 www.mpe.ca

TOWN OF WHITECOURT
ATHABASCA FLATS EAST SERVICING
CONTRACT NO. 1
UNDERGROUND UTILITIES AND
STORM WATER MANAGEMENT
OVERALL PLAN AND INDEX PLAN

DRAWING No. **C-01**

Jennine Loberg

From: Brian Fedor <Brian.Fedor@gov.ab.ca>
Sent: Thursday, March 03, 2016 3:40 PM
To: Jennine Loberg
Cc: Roy Roth; Kathryn Perepelecta
Subject: RE: Whitecourt 4-12 Replacement School - Site Fill

Hi Jennine, sorry for the delay in responding. This is to confirm that the school project will include the engineered fill for both the site and building footprint. While responsibility for the provision of an acceptable site is normally the responsibility of the municipality and/or the school division, we have determined that it is in the best interest of all parties that we proceed with the site fill and not risk delays to the school project. Thanks for your inquiry and if any further questions, please don't hesitate to let me know.

From: Jennine Loberg [mailto:jennineloberg@whitecourt.ca]
Sent: Wednesday, March 02, 2016 9:08 AM
To: Brian Fedor
Subject: RE: Whitecourt 4-12 Replacement School - Site Fill

Thanks for the follow up Brian. Reading your email I just want to confirm that the fill for both the site as well as the building will be provided by Alberta Infrastructure?

Thank you,

Jennine Loberg
Director of Planning and Development

(Tel) 780-778-2273 5004 – 52 Avenue, Box 509
(Fax) 780-778-2062 Whitecourt, AB T7S 1N6
jennineloberg@whitecourt.ca www.whitecourt.ca



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From: Brian Fedor [mailto:Brian.Fedor@gov.ab.ca]
Sent: Wednesday, March 02, 2016 7:25 AM
To: Jennine Loberg
Subject: RE: Whitecourt 4-12 Replacement School - Site Fill

Hi Jennine, I followed up with our project team lead and we are proceeding with the necessary fill as part of the project cost. We have the request in for additional funding, but are proceeding using existing contingency so that we don't delay the project. Our team has been working with the school division and they are aware of the process. The change order to

the contractor has been finalized and should be in their hands this week. Let me know if there are any other concerns/issues. Thanks. 000124

From: Jennine Loberg [<mailto:jennineloberg@whitecourt.ca>]
Sent: Tuesday, March 01, 2016 5:21 PM
To: Brian Fedor
Subject: Whitecourt 4-12 Replacement School - Site Fill

Hi Brian, sorry I missed your call this afternoon.

Further to your voicemail, Alberta Infrastructure's project manager for the new 4-12 Whitecourt replacement school has recently indicated that he is unaware of any dollars allocated to fill for this project. This is prohibiting their contractor from completing a site grading plan that is needed for the development.

Our Mayor had met with the Minister in early February and we were of the understanding that Alberta Education has in fact committed additional funding for the fill required for this specific project. If you could please provide confirmation on this matter it would be greatly appreciated.

I am in the office all day tomorrow if you need any additional information or would like to discuss further.

Thank you,

Jennine Loberg
Director of Planning and Development

(Tel) 780-778-2273 5004 – 52 Avenue, Box 509
(Fax) 780-778-2062 Whitecourt, AB T7S 1N6
jennineloberg@whitecourt.ca www.whitecourt.ca



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Athabasca Flats East Actual Costs (2013 to 2018)	Estimated Remaining Work (2019 & beyond)		
	Road & utilities for the remainder of Mink Creek Road to the end of the quarter section (~320m), McIlwaine Dr. to 52 Avenue (~160m), utilities in 52 Avenue (~600m, assume 52 Ave will be built by developers with widening paid by OSLs and our contribution to san trunk mains @ 50%), and remaining SWMFs		
Water		Water	
AFE- MINK CREEK RD'15	\$449,534.60		\$159,964.80
AFE- MCILWAINE DR'15	\$675,372.04		
	<u>\$1,124,906.64</u>		<u>\$159,964.80</u>
			\$1,284,871.44
Sewer		Sewer	
ATHABASCA EAST LIFT STATION	\$3,303,339.11	mains in MCR & McIlwaine	\$396,888.00
AFE MINK CREEK RD'16	\$223,024.20	50% trunk main in 52 Ave	\$248,055.00
RIVERDALE BEND	\$68,193.41		
AFE MCILWAINE DR'16	\$427,934.00		
AFE UNNAMED RD'16 (FM)	\$901,302.87		
-50% LS & FM from NE 31-59-11-5	(\$2,102,320.99)		
-reimbursement from Riverdale Ph.2	(\$68,193.41)		
	<u>\$2,753,279.19</u>		<u>\$644,943.00</u>
			\$3,398,222.19
Storm		Storm	
MINK CREEK RD/ 35 ST STORM SEWER	\$116,461.90	mains in MCR & McIlwaine	\$397,440.00
AFE MCILWAINE DR'16	\$620,329.30	Ponds 1, 1A, 2B & 4	\$2,712,000.00
AFE MINK CREEK RD'15	\$35,777.79		
	<u>\$772,568.99</u>		<u>\$3,109,440.00</u>
			\$3,882,008.99
Road		Road	
AFE MERIDIAN LANDSCAPING'17	\$200,570.64	*MCR ext. (McIlwaine Dr. to 1/4 Sec)	\$1,240,640.00
MCILWAINE DR'16	\$1,347,774.11	Pembina Crossing @ MCR	\$668,200.00
MINK CREEK RD/35 ST	\$20,125.00	*McIlwaine Dr. Ext (school to 52 Ave)	\$620,320.00
MINK CREEK RD'16	\$754,939.40	- OSLs	(\$150,832.51)
AFE SERVICING- Engineering and Prep	\$349,043.97		
- OSLs	(\$249,029.31)	*(estimate includes path, lighting & power)	
	<u>\$2,423,423.81</u>		<u>\$2,378,327.49</u>
			\$4,801,751.30
Path		Path	
Mink Creek Rd Path'17	\$117,378.30		
McIlwaine Dr Path'17	\$29,344.58		
Mink Creek Rd/McIlwaine Dr Fence	\$32,259.92		
	<u>\$178,982.80</u>		<u>\$178,982.80</u>
			\$178,982.80
Power		Power	
ATHA FLATS EAST POWER SERVICING	\$123,757.08		
AFE SHALLOW UTILITIES-POWER'16	\$11,512.06		
SHALLOW UTILITY CONDUIT'17	\$901,614.73		
	<u>\$1,036,883.87</u>		<u>\$1,036,883.87</u>
			\$1,036,883.87
OTHER (Land Development Costs)		Other	
ATHABASCA FLATS EAST CAMPUS FILL	\$121,171.75		
AFE SUBDIVISION - CONSULTING FEE	\$17,684.00		
Learning Campus Sportsfield- Phase I	\$62,939.01		
Future Town Development Site'17	\$34,580.49		
Study	\$55,000.00		
ACP Grant	(\$350,000.00)		
DEBENTURE INTEREST	<u>\$3,054,330.00</u>		
	\$2,995,705.25		\$2,995,705.25
			\$2,995,705.25
TOTAL	\$11,285,750.55	TOTAL	\$6,292,675.29
			\$17,578,425.84

Plan Areas	Acres	Adjusted Acres	Core Costs:	Estimated Costs	Total
Low Density Residential	86.7	87.0	Roads	4,801,751.30	4,801,751.30
Medium Density Residential	12.2	12.0	Pathways	178,982.80	178,982.80
High Density Residential	20	20.0	Power	1,036,883.87	1,036,883.87
Commercial	44.7	45.0	Sewage	3,398,222.19	3,398,222.19
Institutional	18.3	18.0	Storm	3,882,008.99	3,882,008.99
			Water	1,284,871.44	1,284,871.44
			Other	2,995,705.25	2,995,705.25
	<u>181.9</u>	<u>182.0</u>		<u>17,578,425.84</u>	<u>17,578,425.84</u>

Peak Hour Traffic Generation	Trips	9 du/acre	6.75 /acre	Trips	Road Share	/acre
Low Density Residential	0.75 /du	9 du/acre	6.75 /acre	492	\$ 944,735.55	\$ 10,859
Medium Density Residential	0.44	20	8.8	92	\$ 177,275.90	\$ 14,773
High Density Residential	0.41	49	20.09	455	\$ 873,628.43	\$ 43,681
Commercial	1.03 /200 sq m site		20.24	1201	\$ 2,304,360.65	\$ 51,208
Institutional	0.5 /stu	36 stu/ac	18	261	\$ 501,750.77	\$ 27,875
			Cost per Peak Tri \$	1,919	2503	

Sewer Contribution	Sewage	Sewer Share	/acre
Low Density Residential	31.5	\$ 925,210.47	\$ 10,635
Medium Density Residential	8.0	\$ 235,272.85	\$ 19,606
High Density Residential	18.3	\$ 537,010.27	\$ 26,851
Commercial	50.5	\$ 1,485,453.94	\$ 33,010
Institutional	7.3	\$ 215,274.66	\$ 11,960
	<u>115.6</u>		
	Per litre Cost	\$ 29,409	

Core Infrastructure Costs	Adj Acr	Road	Sewer	Path	Power	Storm	Water	Other	TOTAL /acre	TOTAL
Low Density Residential	87.0	\$ 10,859	\$ 10,635	\$ 983	\$ 5,697	\$ 21,330	\$ 7,060	\$ 16,460	\$ 73,024	\$ 6,353,052
Medium Density Residential	12.0	\$ 14,773	\$ 19,606	\$ 983	\$ 5,697	\$ 21,330	\$ 7,060	\$ 16,460	\$ 85,909	\$ 1,030,908
High Density Residential	20.0	\$ 43,681	\$ 26,851	\$ 983	\$ 5,697	\$ 21,330	\$ 7,060	\$ 16,460	\$ 122,062	\$ 2,441,238
Commercial	45.0	\$ 51,208	\$ 33,010	\$ 983	\$ 5,697	\$ 21,330	\$ 7,060	\$ 16,460	\$ 135,748	\$ 6,108,663
Institutional	18.0	\$ 27,875	\$ 11,960	\$ 983	\$ 5,697	\$ 21,330	\$ 7,060	\$ 16,460	\$ 91,365	\$ 1,644,565
	<u>182.0 acres</u>									<u>\$ 17,578,426</u>

*** Add existing Blue Book Costs of \$13,350.83/acre to each area for existing Mink Creek Road, Water, and Sewer installed between 35 Street and the Meadows

Values Per Net Acre	Core Costs	Land Value	Total
Low Density Residential	\$ 86,374	\$ 10,300	\$ 96,674
Medium Density Residential	\$ 99,260	\$ 10,300	\$ 109,560
High Density Residential	\$ 135,413	\$ 10,300	\$ 145,713
Commercial	\$ 149,099	\$ 10,300	\$ 159,399
Institutional	\$ 104,716	\$ 10,300	\$ 115,016

\$4,000,000.00

ACCOUNT # 4001866

**CANADA
PROVINCE OF ALBERTA**

TOWN OF WHITECOURT

2.76500%

DUE: 15-Jun-2035

TOWN OF WHITECOURT

*For value received, promises to pay to the
ALBERTA CAPITAL FINANCE AUTHORITY
or its registered assigns, the principal sum of*

---Four Million---00/100 Dollars

(\$4,000,000.00) in lawful money of Canada, with interest thereon at the rate of 2.76500% per annum. These payments are to be made in Forty (40) consecutive installments of Principal and Interest combined, in accordance with the repayment schedule endorsed hereon and forming part of this Debenture.

The sum of \$4,000,000.00 has been borrowed by the Town of Whitecourt under the authority, and in accordance with terms of the said By-laws listed and numbered below for the specific purposes listed therein.

By-law 1499

02-Feb-2015

\$4,000,000.00

This Debenture is made pursuant to and hereby incorporates the terms and conditions of the Master Loan Agreement between Alberta Capital Finance Authority and Town of Whitecourt made effective 12-Feb-2014 except as expressly modified by this Debenture.

IN TESTIMONY whereof and under the authority of the By-laws listed above this debenture is sealed with the Seal of the Town of Whitecourt and signed by the _____ and _____ thereof, this ____ day of _____.

Signing Authority

Signing Authority

Town of Whitecourt

ISSUED:15-Jun-2015

LOAN REPAYMENT SCHEDULE FOR: \$4,000,000.00

TO ALBERTA CAPITAL FINANCE AUTHORITY

Account No. 4001866

Payment Number	Date	Payment Amount	Principal	2.78500% Interest	Outstanding Principal
1	15-Dec-2015	\$130,857.99	\$75,557.99	\$55,300.00	\$3,924,442.01
2	15-Jun-2016	\$130,857.99	\$76,602.58	\$54,255.41	\$3,847,839.43
3	15-Dec-2016	\$130,857.99	\$77,661.61	\$53,196.38	\$3,770,177.82
4	15-Jun-2017	\$130,857.99	\$78,735.28	\$52,122.71	\$3,691,442.54
5	15-Dec-2017	\$130,857.99	\$79,823.80	\$51,034.19	\$3,611,618.74
6	15-Jun-2018	\$130,857.99	\$80,927.36	\$49,930.63	\$3,530,691.38
7	15-Dec-2018	\$130,857.99	\$82,046.18	\$48,811.81	\$3,448,645.20
8	15-Jun-2019	\$130,857.99	\$83,180.47	\$47,677.52	\$3,365,464.73
9	15-Dec-2019	\$130,857.99	\$84,330.44	\$46,527.55	\$3,281,134.29
10	15-Jun-2020	\$130,857.99	\$85,496.31	\$45,361.68	\$3,195,637.98
11	15-Dec-2020	\$130,857.99	\$86,678.29	\$44,179.70	\$3,108,959.69
12	15-Jun-2021	\$130,857.99	\$87,876.62	\$42,981.37	\$3,021,083.07
13	15-Dec-2021	\$130,857.99	\$89,091.52	\$41,766.47	\$2,931,991.55
14	15-Jun-2022	\$130,857.99	\$90,323.21	\$40,534.78	\$2,841,668.34
15	15-Dec-2022	\$130,857.99	\$91,571.93	\$39,286.06	\$2,750,096.41
16	15-Jun-2023	\$130,857.99	\$92,837.91	\$38,020.08	\$2,657,258.50
17	15-Dec-2023	\$130,857.99	\$94,121.39	\$36,736.60	\$2,563,137.11
18	15-Jun-2024	\$130,857.99	\$95,422.62	\$35,435.37	\$2,467,714.49
19	15-Dec-2024	\$130,857.99	\$96,741.84	\$34,116.15	\$2,370,972.65
20	15-Jun-2025	\$130,857.99	\$98,079.29	\$32,778.70	\$2,272,893.36
21	15-Dec-2025	\$130,857.99	\$99,435.24	\$31,422.75	\$2,173,458.12
22	15-Jun-2026	\$130,857.99	\$100,809.93	\$30,048.06	\$2,072,648.19
23	15-Dec-2026	\$130,857.99	\$102,203.63	\$28,654.36	\$1,970,444.56
24	15-Jun-2027	\$130,857.99	\$103,616.59	\$27,241.40	\$1,866,827.97
25	15-Dec-2027	\$130,857.99	\$105,049.09	\$25,808.90	\$1,761,778.88
26	15-Jun-2028	\$130,857.99	\$106,501.40	\$24,356.59	\$1,655,277.48
27	15-Dec-2028	\$130,857.99	\$107,973.78	\$22,884.21	\$1,547,303.70
28	15-Jun-2029	\$130,857.99	\$109,466.52	\$21,391.47	\$1,437,837.18
29	15-Dec-2029	\$130,857.99	\$110,979.89	\$19,878.10	\$1,326,857.29
30	15-Jun-2030	\$130,857.99	\$112,514.19	\$18,343.80	\$1,214,343.10
31	15-Dec-2030	\$130,857.99	\$114,069.70	\$16,788.29	\$1,100,273.40
32	15-Jun-2031	\$130,857.99	\$115,646.71	\$15,211.28	\$984,626.69
33	15-Dec-2031	\$130,857.99	\$117,245.53	\$13,612.46	\$867,381.16
34	15-Jun-2032	\$130,857.99	\$118,866.45	\$11,991.54	\$748,514.71
35	15-Dec-2032	\$130,857.99	\$120,509.77	\$10,348.22	\$628,004.94
36	15-Jun-2033	\$130,857.99	\$122,175.82	\$8,682.17	\$505,829.12
37	15-Dec-2033	\$130,857.99	\$123,864.90	\$6,993.09	\$381,964.22
38	15-Jun-2034	\$130,857.99	\$125,577.33	\$5,280.68	\$256,386.89
39	15-Dec-2034	\$130,857.99	\$127,313.44	\$3,544.55	\$129,073.45
40	15-Jun-2035	\$130,857.99	\$129,073.45	\$1,784.54	\$0.00
		\$5,234,319.60	\$4,000,000.00	\$1,234,319.60	

Town of Whitecourt

ISSUED:15-Dec-2015

LOAN REPAYMENT SCHEDULE FOR: \$2,487,733.00

TO ALBERTA CAPITAL FINANCE AUTHORITY

Account No. 4001952

Payment Number	Date	Payment Amount	Principal	2.83100% Interest	Outstanding Principal
1	15-Jun-2016	\$81,880.63	\$46,646.77	\$35,213.86	\$2,441,066.23
2	15-Dec-2016	\$81,880.63	\$47,327.34	\$34,553.29	\$2,393,738.89
3	15-Jun-2017	\$81,880.63	\$47,997.26	\$33,883.37	\$2,345,741.63
4	15-Dec-2017	\$81,880.63	\$48,676.66	\$33,203.97	\$2,297,064.97
5	15-Jun-2018	\$81,880.63	\$49,365.68	\$32,514.95	\$2,247,699.29
6	15-Dec-2018	\$81,880.63	\$50,064.45	\$31,816.18	\$2,197,634.84
7	15-Jun-2019	\$81,880.63	\$50,773.11	\$31,107.52	\$2,146,861.73
8	15-Dec-2019	\$81,880.63	\$51,491.80	\$30,388.83	\$2,095,369.93
9	15-Jun-2020	\$81,880.63	\$52,220.67	\$29,659.94	\$2,043,149.26
10	15-Dec-2020	\$81,880.63	\$52,959.85	\$28,920.78	\$1,990,189.41
11	15-Jun-2021	\$81,880.63	\$53,709.50	\$28,171.13	\$1,936,479.91
12	15-Dec-2021	\$81,880.63	\$54,469.76	\$27,410.67	\$1,882,010.15
13	15-Jun-2022	\$81,880.63	\$55,240.78	\$26,639.85	\$1,826,769.37
14	15-Dec-2022	\$81,880.63	\$56,022.71	\$25,857.92	\$1,770,746.66
15	15-Jun-2023	\$81,880.63	\$56,815.71	\$25,064.92	\$1,713,930.95
16	15-Dec-2023	\$81,880.63	\$57,619.94	\$24,260.69	\$1,656,311.01
17	15-Jun-2024	\$81,880.63	\$58,436.55	\$23,445.08	\$1,597,875.46
18	15-Dec-2024	\$81,880.63	\$59,262.70	\$22,617.93	\$1,538,612.76
19	15-Jun-2025	\$81,880.63	\$60,101.57	\$21,779.08	\$1,478,511.19
20	15-Dec-2025	\$81,880.63	\$60,952.30	\$20,928.33	\$1,417,558.89
21	15-Jun-2026	\$81,880.63	\$61,815.08	\$20,065.95	\$1,355,743.81
22	15-Dec-2026	\$81,880.63	\$62,690.08	\$19,190.55	\$1,293,053.73
23	15-Jun-2027	\$81,880.63	\$63,577.45	\$18,303.18	\$1,229,476.28
24	15-Dec-2027	\$81,880.63	\$64,477.39	\$17,403.24	\$1,164,998.89
25	15-Jun-2028	\$81,880.63	\$65,389.07	\$16,490.36	\$1,099,608.82
26	15-Dec-2028	\$81,880.63	\$66,315.67	\$15,564.96	\$1,033,293.15
27	15-Jun-2029	\$81,880.63	\$67,254.37	\$14,626.26	\$966,038.78
28	15-Dec-2029	\$81,880.63	\$68,206.35	\$13,674.28	\$897,832.43
29	15-Jun-2030	\$81,880.63	\$69,171.81	\$12,708.82	\$828,660.62
30	15-Dec-2030	\$81,880.63	\$70,150.94	\$11,729.69	\$758,509.68
31	15-Jun-2031	\$81,880.63	\$71,143.93	\$10,736.70	\$687,365.75
32	15-Dec-2031	\$81,880.63	\$72,150.97	\$9,729.64	\$615,214.78
33	15-Jun-2032	\$81,880.63	\$73,172.26	\$8,708.37	\$542,042.52
34	15-Dec-2032	\$81,880.63	\$74,208.02	\$7,672.61	\$467,834.50
35	15-Jun-2033	\$81,880.63	\$75,258.43	\$6,622.20	\$392,576.07
36	15-Dec-2033	\$81,880.63	\$76,323.72	\$5,554.91	\$316,252.35
37	15-Jun-2034	\$81,880.63	\$77,404.08	\$4,476.55	\$238,848.27
38	15-Dec-2034	\$81,880.63	\$78,499.73	\$3,388.90	\$160,348.54
39	15-Jun-2035	\$81,880.63	\$79,610.90	\$2,289.73	\$80,737.64
40	15-Dec-2035	\$81,880.63	\$80,737.64	\$1,142.99	\$0.00
		\$3,275,225.20	\$2,487,733.00	\$787,492.20	

\$3,000,000.00

ACCOUNT # 4002122

**CANADA
PROVINCE OF ALBERTA**

TOWN OF WHITECOURT

3.05800%

DUE: 15-Dec-2036

TOWN OF WHITECOURT

*For value received, promises to pay to the
ALBERTA CAPITAL FINANCE AUTHORITY
or its registered assigns, the principal sum of*

—Three Million—00/100 Dollars

(\$3,000,000.00) in lawful money of Canada, with interest thereon at the rate of 3.05800% per annum. These payments are to be made in Forty (40) consecutive installments of Principal and Interest combined, in accordance with the repayment schedule endorsed hereon and forming part of this Debenture.

The sum of \$3,000,000.00 has been borrowed by the Town of Whitecourt under the authority, and in accordance with terms of the said By-laws listed and numbered below for the specific purposes listed therein.

By-law 1521	13-Oct-2016	\$2,670,000.00
By-law 1521	13-Oct-2016	\$270,000.00
By-law 1521	13-Oct-2016	\$60,000.00

This Debenture is made pursuant to and hereby incorporates the terms and conditions of the Master Loan Agreement between Alberta Capital Finance Authority and Town of Whitecourt made effective 12-Feb-2014 except as expressly modified by this Debenture.

IN TESTIMONY whereof and under the authority of the By-laws listed above this debenture is sealed with the Seal of the Town of Whitecourt and signed by the _____ and _____ thereof, this ____ day of _____.

Signing Authority

Signing Authority

Town of Whitecourt

ISSUED:15-Dec-2016

LOAN REPAYMENT SCHEDULE FOR: \$3,000,000.00

TO ALBERTA CAPITAL FINANCE AUTHORITY

Account No. 4002122

Payment Number	Date	Payment Amount	Principal	3.05800% Interest	Outstanding Principal
1	15-Jun-2017	\$100,812.95	\$54,942.95	\$45,870.00	\$2,945,057.05
2	15-Dec-2017	\$100,812.95	\$55,783.03	\$45,020.92	\$2,889,274.02
3	15-Jun-2018	\$100,812.95	\$56,635.95	\$44,177.00	\$2,832,638.07
4	15-Dec-2018	\$100,812.95	\$57,501.91	\$43,311.04	\$2,775,136.16
5	15-Jun-2019	\$100,812.95	\$58,381.12	\$42,431.83	\$2,716,755.04
6	15-Dec-2019	\$100,812.95	\$59,273.77	\$41,539.18	\$2,657,481.27
7	15-Jun-2020	\$100,812.95	\$60,180.06	\$40,632.89	\$2,597,301.21
8	15-Dec-2020	\$100,812.95	\$61,100.21	\$39,712.74	\$2,536,201.00
9	15-Jun-2021	\$100,812.95	\$62,034.44	\$38,778.51	\$2,474,166.56
10	15-Dec-2021	\$100,812.95	\$62,982.94	\$37,830.01	\$2,411,183.62
11	15-Jun-2022	\$100,812.95	\$63,945.95	\$36,867.00	\$2,347,237.67
12	15-Dec-2022	\$100,812.95	\$64,923.69	\$35,889.26	\$2,282,313.98
13	15-Jun-2023	\$100,812.95	\$65,916.37	\$34,896.58	\$2,216,397.61
14	15-Dec-2023	\$100,812.95	\$66,924.23	\$33,888.72	\$2,149,473.38
15	15-Jun-2024	\$100,812.95	\$67,947.50	\$32,865.45	\$2,081,525.88
16	15-Dec-2024	\$100,812.95	\$68,986.42	\$31,826.53	\$2,012,539.46
17	15-Jun-2025	\$100,812.95	\$70,041.22	\$30,771.73	\$1,942,498.24
18	15-Dec-2025	\$100,812.95	\$71,112.15	\$29,700.80	\$1,871,386.09
19	15-Jun-2026	\$100,812.95	\$72,199.46	\$28,613.49	\$1,799,186.63
20	15-Dec-2026	\$100,812.95	\$73,303.39	\$27,509.56	\$1,725,883.24
21	15-Jun-2027	\$100,812.95	\$74,424.20	\$26,388.75	\$1,651,459.04
22	15-Dec-2027	\$100,812.95	\$75,562.14	\$25,250.81	\$1,575,896.90
23	15-Jun-2028	\$100,812.95	\$76,717.49	\$24,095.46	\$1,499,179.41
24	15-Dec-2028	\$100,812.95	\$77,890.50	\$22,922.45	\$1,421,288.91
25	15-Jun-2029	\$100,812.95	\$79,081.44	\$21,731.51	\$1,342,207.47
26	15-Dec-2029	\$100,812.95	\$80,290.60	\$20,522.35	\$1,261,916.87
27	15-Jun-2030	\$100,812.95	\$81,518.24	\$19,294.71	\$1,180,398.63
28	15-Dec-2030	\$100,812.95	\$82,764.65	\$18,048.30	\$1,097,633.98
29	15-Jun-2031	\$100,812.95	\$84,030.13	\$16,782.82	\$1,013,603.85
30	15-Dec-2031	\$100,812.95	\$85,314.95	\$15,498.00	\$928,288.90
31	15-Jun-2032	\$100,812.95	\$86,619.41	\$14,193.54	\$841,669.49
32	15-Dec-2032	\$100,812.95	\$87,943.82	\$12,869.13	\$753,725.67
33	15-Jun-2033	\$100,812.95	\$89,288.48	\$11,524.47	\$664,437.19
34	15-Dec-2033	\$100,812.95	\$90,653.71	\$10,159.24	\$573,783.48
35	15-Jun-2034	\$100,812.95	\$92,039.80	\$8,773.15	\$481,743.68
36	15-Dec-2034	\$100,812.95	\$93,447.09	\$7,365.86	\$388,296.59
37	15-Jun-2035	\$100,812.95	\$94,875.90	\$5,937.05	\$293,420.69
38	15-Dec-2035	\$100,812.95	\$96,326.55	\$4,486.40	\$197,094.14
39	15-Jun-2036	\$100,812.95	\$97,799.38	\$3,013.57	\$99,294.76
40	15-Dec-2036	\$100,812.95	\$99,294.76	\$1,518.19	\$0.00
		\$4,032,518.00	\$3,000,000.00	\$1,032,518.00	