

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, December 4, 2024 at 6:00 P.M.

AGENDA

1. Call to Order:
2. Agenda Amendments and Adoption
3. Adoption of the Minutes: a) Minutes of the Regular Meeting – November 20, 2024 – 6:00 P.M.
4. Delegation: None
5. Bylaws: a) Utility Bylaw 485/24 – Request for Decision 24-57
6. Unfinished Business: None
7. New Business: a) Policy No. 48 – Utility E-Billing Credit – Request for Decision 24-58
b) Railway Crossing Improvements - Request for Decision 24-56
c) Alix Public Library Board Appointment - Request for Decision 24-59
8. Financial Reports: None
9. Committee Reports: a) Red Deer River Municipal User Group Association – Mayor T. Besuijen
10. Administrative Reports: None
11. Correspondence a) Honourable Mike Ellis, Deputy Premier of Alberta, Minister of Public Safety and
Emergency Services – RCMP Civilian Governance
b) Parkland Regional Library Board - Board Talk November 14, 2024
c) Red Deer River Watershed Alliance – Municipal Support Request
12. Closed Meeting: None
13. Adjournment:

Village of Alix



Council Members shall at all times conduct themselves and commit to ethical, businesslike, and lawful conduct, including the appropriate use of authority vested in them and appropriate decorum when acting as a Council Member.

Council Members shall:

- Govern their conduct in accordance with the requirements and obligations set out in the MGA;
- Commit to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Council Members;
- Not take action beyond the powers granted by the MGA without having the necessary authority from Council to do so;
- Represent the best interests of the Village;
- Debate in a manner that is respectful, considerate and healthy and will be limited to the topic that is directly related to the motion on the table;
- Take all points of view into account when making decisions;
- Have the option to respectfully disagree with other Members of Council;
- Preserve the integrity and impartiality of Council;
- Think independently and refrain from forming allegiances or factions within Council.

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, November 20, 2024, at 6:00 P.M.

Present: Mayor T. Besuijen, Councillors Barbara Gilliat, Janice Besuijen, Edwin Cole and Rob Fehr

Also Present: Michelle White, Chief Administrative Officer

Call to Order: Mayor T. Besuijen called the meeting to order at 6:00 P.M.

Amendments/Deletions to Agenda: Mayor T. Besuijen called for amendments to the agenda.

Approval of Agenda:

Resolution #225/24: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda with the following addition:

Committee Reports: b) Parkland Community Planning Services –
Councillor J. Besuijen

CARRIED

Minutes: a) Regular Meeting – November 6, 2024

Resolution #226/24: Moved by Councillor Gilliat that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, November 6, 2024, be accepted as presented.

CARRIED

Delegation: a) Austin Weaver, Executive Director – Lacombe Regional Tourism - 2024 – 2025 Annual Report

Mr. Austin Weaver, Executive Director of Lacombe Regional Tourism entered the meeting at 6:02 P.M.

Mr. Weaver retired from the meeting at 6:25 P.M.

Bylaws: a) Fee Schedule Bylaw No. 486/24 – Request for Decision 24-53

Resolution #227/24: Moved by Councillor Cole that the Village of Alix Council give first reading to Fee Schedule Bylaw #486/24 being a bylaw to establish a Fee Schedule, as amended.

CARRIED

Resolution #228/24: Moved by Councillor Gilliat that the Village of Alix Council give second reading to Fee Schedule Bylaw #486/24.

CARRIED

Resolution #229/24: Moved by Councillor J. Besuijen that the Village of Alix Council give permission for third and final reading to Fee Schedule Bylaw #486/24 at this time.

CARRIED UNANIMOUSLY

Resolution #230/24: Moved by Councillor Fehr that the Village of Alix Council give third and final reading to Fee Schedule Bylaw #486/24.

CARRIED

Unfinished Business: a) 2025 Interim Operating Budget

Resolution #231/24: Moved by Councillor Gilliat that the Village of Alix Council hereby approves the 2025 Interim Operating Budget as presented.

CARRIED

- New Business: a) Multi Year Capital Budget 2025 - 2030
- Resolution #232/24: Moved by Councillor Gilliat that the Village of Alix Council hereby approves the Multi Year Capital Budget 2025 - 2030.
CARRIED
- b) Highway 12/21 Regional Water Services Commission 2025 Draft Budget
- Resolution #233/24: Moved by Councillor Fehr that the Village of Alix Council hereby accepts the Highway 12/21 Regional Water Services Commission 2025 Draft Budget as information.
CARRIED
- c) Lacombe County Invoice – Request for Decision 24-55
Councillor Fehr requested a recorded vote.
- Resolution #234/24: Moved by Councillor Cole that the Village of Alix Council hereby direct administration to inform Lacombe County that the Village of Alix declines payment of Invoice IVC00045464.
CARRIED UNANIMOUSLY
- d) Elections Alberta Data Sharing Agreement – Request for Decision 24-54
- Resolution #235/24: Moved by Councillor Cole that the Village of Alix Council hereby accepts the Data Sharing Agreement with the Office of the Chief Electoral Officer of Alberta for the purpose of exchanging information pertaining to development and maintenance of a permanent electors register as information.
CARRIED
- Financial Reports: a) Accounts Payable Cheque Listing – October 16 – November 6, 2024
b) Tax Trial Balance – November 14, 2024
c) Bank Reconciliation – September 30 and October 31, 2024
- Resolution #236/24: Moved by Councillor Gilliat that the Village of Alix Council hereby accept the Financial Reports as presented.
CARRIED
- Committee Reports: a) Lacombe Regional Emergency Management Meeting - Councillor Cole
b) Parkland Community Planning Services – Councillor J. Besuijen
- Resolution #237/24: Moved by Councillor Gilliat that the Village of Alix Council accept the Committee Reports as presented.
CARRIED
- Administrative Reports: a) Chief Administrative Officer's Report
- Resolution #238/24: Moved by Councillor J. Besuijen that the Village of Alix Council cancel the Regular Meeting of Council to be held on Wednesday, January 1, 2025.
CARRIED

Administrative Reports: (cont.)

Resolution #239/24: Moved by Councillor J. Besuijen that the Village of Alix Council hereby accept the Administrative Report as presented. **CARRIED**

Correspondence and Information:

- a) Sergeant Trent A. Cleveland, Chief of Police, – Bashaw Detachment, Royal Canadian Mounted Police – Quarterly Community Policing Report
- b) Honourable Nate Glubish, Minister of Technology and Innovation - Bill 33 – Protection of Privacy Act
- c) Honourable Dale Nally, Minister of Service Alberta and Red Tape Reduction – Bill 34 – Access to Information Act
- d) Oldman River Regional Services Commission – NextGen 9-1-1

Resolution #240/24: Moved by Councillor Gilliat that Correspondence Items (a) through (d) be accepted as information. **CARRIED**

Closed Meeting: None

Adjournment:

Resolution #241/24: Moved by Councillor J. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 7:54 P.M. **CARRIED**

Mayor

Chief Administrative Officer

ADMINISTRATION REPORT



Date: November 28, 2024 RFD 24-57
Memo To: Village Council
From: Michelle White
Subject: Utility Bylaw 485/24

1. **PURPOSE** – To present Council with a second draft of Utility Bylaw 485/24.
2. **BACKGROUND** – First reading of the Bylaw was given at the October 16, 2024 regular meeting of Council. It was then sent back to administration for amendments.
3. **OPTIONS** –
 1. To give second and third reading to Bylaw 485/24
 2. To give second reading and return to administration with amendments
4. **DISCUSSION** – The majority of the changes were administrative in nature (standardizing language) and did not change the intent of the Bylaw, with the exception of section 17.10. This section was expanded to include 2 possible situations where a business or industrial property may have garbage fees waived.
5. **FINANCIAL IMPLICATIONS** –
6. **LEGAL** – If the Bylaw is not passed before year end, it can still come into effect retroactively if necessary.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolutions:

“that the Village of Alix Council hereby gives second reading to Utility Bylaw 485/24, being a bylaw of the Village of Alix in the province of Alberta to provide for the regulation, operation, maintenance and control of; a waterworks and distribution system, waste water collection system, storm sewer system, recycling, compost and garbage collection system.”

“that the Village of Alix Council hereby gives third and final reading to Utility Bylaw 485/24.”

Author

**BYLAW NUMBER 485/24
OF THE VILLAGE OF ALIX,**

BEING A BYLAW OF THE VILLAGE OF ALIX IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION, OPERATION, MAINTENANCE AND CONTROL OF; A WATER WORKS AND DISTRIBUTION SYSTEM, WASTE WATER COLLECTION SYSTEM, STORM SEWER SYSTEM, RECYCLING, COMPOST AND GARBAGE COLLECTION SYSTEM.

WHEREAS BY VIRTUE OF THE POWER CONFERRED UPON IT UNDER THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26 OF THE REVISED STATUTES OF ALBERTA 2000, AND AMENDMENTS THERETO, THE COUNCIL OF THE VILLAGE OF ALIX DULY ASSEMBLED IN OPEN COUNCIL, ENACTS AS FOLLOWS:

1. TITLE

1.1 This bylaw may be referred to as the “Utilities Bylaw” of the Village of Alix.

2. INTERPRETATION

2.1 In this bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:

- (a) “Ashes” means the residue left after the combustion of wood in fireplaces or wood burning appliances used for the purpose of providing heat in a building.
- (b) “Billing Date” means the date set out on the invoice of the Municipality which levies the applicable utility charge.
- (c) “Building” means any structure used or intended for supporting or sheltering any use of occupancy.
- (d) “Building Waste” means waste produced in the process of constructing, altering, or repairing a building and includes earth, vegetation, clay, silt, sand or rock displaced in the process of building.
- (e) “Collection Cart” means the vessel that is provided by waste management contractors for the collection of garbage or waste.
- (f) “Collector” means any person authorized by an agreement or resolution to collect, remove and dispose of garbage, ashes, refuse or waste pursuant to this bylaw.
- (g) “Commercial Premises” means any lands or buildings designated “Commercial” under the Municipality’s Land Use Bylaw.

- (h) "Council" means the Council of the Village of Alix.
- (i) "Customer" or "Consumer" means a person, corporation, proprietor, association, society, partnership, owner or renter to whom the municipality supplies utility services.
- (j) "CAO" means the Municipality's "Chief Administrative Officer" as appointed by Council from time to time.
- (k) "Dwelling Unit" means a self-contained building or portion of a building used as a permanent residence by a household.
- (l) "Garbage" means the refuse of animal matter, vegetable matter or any other matter which has been used or is intended for use as food.
- (m) "Garbage Collection System" means any of the Municipality's means of collection, transmission, treatment or disposal of garbage or waste.
- (n) "Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle, sidewalk, boulevard, right of way, ditch or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles or pedestrian traffic.
- (o) "Industrial Premises" means any lands or buildings designated "Industrial" under the municipality's Land Use Bylaw.
- (p) "Interceptor" means a device approved by the Municipality and designated to prevent matter from passing from the source into the sewage system or storm sewer system.
- (q) "Matter" means any solid, liquid or gas.
- (r) "Municipality" means the Village of Alix.
- (s) "Meter" shall mean a mechanical and/or electronic device used to measure the amount of water consumed in metric measurement.
- (t) "Nuisance" means any act, deed, omission, or object, which is, or could reasonably be expected to be annoying, troublesome, destructive, harmful, inconvenient, unsanitary, unsightly, unsafe or injurious to another person and / or another person's property.
- (u) "Outstanding Account" means utility charges for which the municipality has not received payment by the last day of the billing month.
- (v) "Premises" means any land or building or both or any part thereof within the Municipality.

(w) "Prohibited Waste" includes but is not limited to:

(i) liquid waste, dead animals or dead animal parts, petroleum products, industrial residue, discarded furniture, automobile parts, major appliances, sod, electronic products, concrete, soil, inflammable waste, explosive waste;

(ii) biological, hazardous, pathological and radioactive waste as defined pursuant to the *Public Health Act* and its Regulations; and any substance under the Hazardous Waste Regulations that could be harmful to people, plants, animals or the environment.

(iii) hot or warm ashes; and

(iv) any other matter, the collection of which may be potentially dangerous to any collector.

(x) "RV Dump Station" means the Recreational Vehicle Dump Station supplied for the release of sewage from recreational vehicle holding tanks.

(y) "Refuse" includes garbage and any other matter including: bottles, metals, cans or tins, crockery, glass, iron, cloth, paper, and all other similar items that accumulate in the household or result from commercial or industrial operations.

(z) "Release" means to directly or indirectly spill, discharge, spray, inject, inoculate, abandon, deposit, leak, seep, pour, drain, emit, empty, throw, dump, place or exhaust either intentionally or unintentionally.

(a.a) "Residential Premises" means any lands or buildings designated "Residential" under the Municipality's Land Use Bylaw.

(a.b) "Sewage" means human waste and wastewater discharged through normal daily household use.

(a.c) "Sewage System" means any of the Municipality's works for the collection, transmission, treatment or disposal of sewage, or any part of such system.

(a.d) "Storm Sewer System" means any of the Municipality's works used primarily for the collection of water that is released or drained from a surface as a result of natural precipitation.

(a.e) "Utility Charges" means the fees imposed by the municipality for utility services pursuant to Fee Schedule Bylaw, Schedule "A".

(a.f) "Utility Services" means the Municipality's storm sewer system, sewer system, water system, recycling, compost and garbage collection systems and all related appendages including but not limited to measuring, sampling and testing devices.

(a.g) "Vehicle" means a device in, on or by which a person, animal or thing may be transported or drawn on a highway.

(a.h) "Waste" means any discarded or abandoned organic or inorganic material which the owner or possessor thereof does not wish to retain for any purpose.

(a.i) "Water System" means any of the Municipality's works for the collection, transmission, treatment and distribution of water.

3. GENERAL

3.1 Tapping of Water System and Sewer System:

No person, without having obtained permission to do so, shall make connection to any public water or sewer lines or mains. Applicants shall be responsible for any repairs to streets, curbs, gutters and sidewalks which are damaged while making such connections and will be required to make a deposit as per Fee Schedule Bylaw, Schedule "A" until said repairs are completed to the satisfaction of the Municipality. The applicant shall also provide adequate safety provisions during said construction. Permission will be given only to licensed installers or authorized employees of the Municipality.

3.2 Applications for hook up and shut off:

Applications must be made through the Municipal office, with required fees, as per Fee Schedule Bylaw, Schedule "A" being paid before services are turned on. Water shall be turned on or off only by an authorized employee of the Municipality and charges, for said Utility Services, shall be in accordance with Fee Schedule Bylaw, Schedule "A".

3.3 No person other than authorized Municipal employees shall open or close or operate or therefore interfere with any valve, hydrant or fire plug, or draw water there from, with the exception of authorized fire department personnel, who are authorized to use the hydrants or fire plugs for fire fighting, practices or equipment testing.

3.4 No person shall in any manner obstruct the free access to any hydrant, valve or service valve, manhole, and, in the case of a hydrant, by placing any

matter or thing nearer than the property line, or within five (5) meters of the hydrant in a direction parallel with the said property line. Costs of repairs required as a result of obstruction or damage to any service valve are the responsibility of the owner of the property being serviced.

4. GARBAGE, WASTE AND REFUSE COLLECTION

4.1 The Municipality may contract with any person or company to provide for the collection, removal and disposal of Garbage, Waste and Refuse upon such terms and conditions as is considered expedient.

4.2 No person shall:

- (a) Interfere with the Municipality's collection and disposal of Garbage, Waste or Refuse pursuant to this Bylaw.
- (b) Place Garbage, Waste or Refuse upon any Highway or roadway, except in an acceptable Collection Cart.
- (c) Deposit any prohibited Garbage, Waste or Refuse in any Collection Cart.
- (d) Deposit into the Garbage Collection System any Matter which may cause the Garbage Collection System to contravene any federal, provincial or Municipal legislation.
- (e) Deposit any Garbage, Waste or Refuse from a Premises to a Collection Cart other than a Collection Cart provided exclusively for that particular Premises.
- (f) Burn any Garbage, Waste or Refuse.
- (g) Place or deposit warm or hot Ashes in a Collection Cart.
- (h) Collect or dispose of any Garbage, Waste or Refuse except pursuant to the terms of this Bylaw.
- (i) Tamper or interfere with any Waste or recyclable material set out for collection that is not generated by the occupants of their own Dwelling Unit.
- (j) Set out for collection any Waste or recyclable material that is not generated by the occupants of their own Dwelling Unit.

4.3 The Customer of any Premises shall:

- (a) Utilize only the Village provided Collection Cart required for automated collection of Waste material.

(b) Clean up any spillage originating from the Collection Cart or recycle bin assigned to their Premises.

(c) Ensure that Collection Carts:

(i) are not filled in such a manner that the manufacturer's rated weight limit is exceeded;

(ii) are not filled higher than the upper rim of the Collection Cart or in a manner which prevents full closure of the lid;

(iii) do not have its contents compressed in such a manner that it inhibits the Waste material from falling freely from the Collection Cart during the regular tipping process;

(iv) do not contain any Matter which might adhere to the inside of the Collection Cart, such Matter is to be separately wrapped prior to being placed in the Collection Cart;

(v) are maintained in good repair and in a reasonably clean and sanitary condition.

(d) Ensure that the Collection Carts are:

(i) stored on the Premises from which the Collection Cart is assigned and shall not encroach or project over any street, lane or public place except when placed on such street or lane for the purpose of collection under this Bylaw; and;

(ii) stored with the lid closed in order to reduce odors and prevent litter.

(e) Ensure that Collection Cart are set out for collection:

(i) no later than 7:00 a.m. on the day of collection; and

(ii) no earlier than 7:00 p.m. on the day before collection

(f) Ensure that all Collection Carts assigned to the Dwelling Unit are returned to their storage area no later than 10:00 p.m. on the day of collection.

4.4 A Collector shall not be required to remove or empty:

(a) A Collection Cart which together with its contents exceeds the manufacturer's rated weight limit;

(b) A Collection Cart containing non-acceptable materials;

(c) A Collection Cart filled higher than the cart's upper rim causing the cart lid to not fully close.

4.5 Placement of Collection Cart for collection:

All Collection Carts set out for collection shall conform to the following standards:

- (a) be placed in such a manner that automated collection may occur without Collectors being required to manually move the Collection Cart in order to allow pick up;
- (b) be placed in a manner that the front of the Collection Cart is facing the street;
- (c) where any Premises fronts Main Street, from Lake Street to 50th Avenue, all Collection Carts from such Premises shall be placed adjacent to the alley with clearances of at least 0.3 meters to the rear, 0.3 meters between Collection Cart and recycle boxes and 1 meter from any obstacles such as Vehicles or utility boxes;
- (d) in all other cases, all Collection Carts shall be placed for collection along the roadway, at the edge of the curb with clearances of at least 0.3 meters to the rear, 0.3 meters between the Collection Cart and recycle boxes and 1 meter from any obstacles such as Vehicles or utility boxes;
- (e) Collection Carts must not be placed on the sidewalk or in such locations as to interfere in any way with Vehicle or pedestrian traffic;
- (f) Collection Carts must be placed on a level surface not more than 150 mm above the road elevation;
- (g) Collection Carts must be placed for collection in a way that they cannot easily be tipped over.

4.6 Collection Carts and recycle boxes from units in a residential condominium shall be placed in a centralized location for collection at, or near a traveled portion of the Highway on the common property or elsewhere with the written approval of the Chief Administrative Officer.

4.7 The owner or occupant of a Premises from which Waste and recyclable material is to be collected shall not cause or permit the Highway of the Premises to the center of the Highway thereof, and including the waste and recycle storage location on the common property, to be maintained in an untidy or disorderly condition.

4.8 No Collector shall be required to make a collection of Waste material if the Collection Cart is not placed according to the standards specified in the Bylaw including but not limited to Section 4.5.

4.9 No Collector shall be required to make a collection of Waste or recyclable material from inside any Building or be required to pass through a

Building in order to collect Waste or recyclable material except as approved by the Chief Administrative Officer.

5. GARBAGE COLLECTION CHARGES

5.1 All Customers receiving Garbage Collection Services pursuant to this Bylaw shall pay the Utility Charges set out in Fee Schedule Bylaw, Schedule "A".

5.2 Only Premises with a Building are eligible to receive garbage/recycle collection services.

5.3 A Customer is deemed to be receiving Garbage Collection System services unless exempt pursuant to Fee Schedule Bylaw, Schedule "A".

6. RECYCLING BINS

6.1 The Municipality has provided recycling bins that accept only the materials listed in the Collector's contract with the Municipality.

7. RECYCLING BIN CHARGES

All Customers within the Municipality shall pay a recycling charge as set out in Fee Schedule Bylaw, Schedule "A".

8. COMPOST CONTAINERS

8.1 The Municipality has provided compost containers that accept only the following matter:

- grass clippings
- garden refuse
- weeds
- leaves

8.2 All Matter taken to the compost containers in garbage bags must be emptied from the bag into the compost containers.

8.3 Tree branches must be delivered to the Alix/Mirror transfer site in the area designated for tree branches.

9. COMPOST BIN CHARGES

9.1 All Customers within the Municipality shall pay a compost site charge as set out in Fee Schedule Bylaw, Schedule "A".

10. SEWAGE SYSTEM:

10.1 Discharges to Sewage System

(a) No person shall discharge, Release or deposit into the Sewage System any materials other than:

(i) Sewage (excluding hauled sewage);

(ii) Industrial Waste, approved through an agreement with the Municipality;

(iii) Waste generated by garbage grinders provided the Waste is generated in preparation of food normally consumed on the Premises. Such Waste must be shredded to a degree that all particles will be carried freely under normal flow conditions;

(iv) Sewage from recreational vehicle holding tanks. Only an RV Dump Station shall be used for this purpose.

(b) Any Customer, person or company requiring the discharge of materials not referred to in Section 10.1(a) of this Bylaw must enter into an agreement with the Municipality prior to any discharge into the Municipal Sewage System. Such agreement will include all terms and conditions pertaining to disposal.

(c) All Customers of Premises providing Vehicle and equipment washing shall install and maintain Interceptors.

10.2 Pretreatment

(a) Where materials must be pre-treated in order to comply with the requirements of Section 10.1, such pre-treatment shall:

(i) be at the sole cost of the Customer, person or company;

(ii) be through an agreement with the Municipality.

11. SEWAGE SYSTEM CHARGES

11.1 All Customers receiving Sewage System services pursuant to this Bylaw shall pay the Utility Charges set out in Fee Schedule Bylaw, Schedule "A".

12. USE OF STORM SEWER SYSTEM

12.1 No person shall, without the Municipality's written consent, release Matter other than water that is released or drained from a surface as a result of watering of lawns, gardens, and washing of Vehicles or natural precipitation into the Storm Sewer System.

13. WATER SYSTEM AND CHARGES

13.1 All Customers receiving Water System services pursuant to this Bylaw shall pay the Utility Charges set out in Fee Schedule Bylaw, Schedule "A".

14. INSTALLATION OF WATER AND SEWER CONNECTIONS

14.1 The owner of any Building situated on land abutting on any street, or public place wherein there is a sewer or water main, now existing or hereafter located shall:

(a) Install in the Building, connections with the Sewage System and Water System mains, and any apparatus and appliances required to ensure the proper sanitary condition of the Building and Premises; and

14.2 The owner of any Building, located on land abutting on any Highway where a Storm Sewer System is constructed shall connect the Building, to the Storm Sewer System.

14.3 If the owner fails, neglects or refuses to comply with subsection 14.1 or 14.2 above within sixty (60) days of the construction of the Sewage System, Water System or Storm Sewage System within the abutting Highway or public place, where construction takes place after the enactment of this Bylaw, the Municipality may enter onto the land and make the connection and charge the cost thereof against the land of the Building concerned in the same manner and with the same priority as to lien and to payment thereof as in the case of ordinary municipal taxes.

14.4 All water and sewer lines, laid in private lands, between the property line and the meter, shall be CSA approved material and are subject to and must meet all required codes at time of installation.

(a) Connection shall commence from the property line towards the Building for proper grade level.

(b) No person shall backfill any Utility Service until the Utility Service has been inspected and approved by an authorized municipal employee.

14.5 No connection may be made to the water service line between the property line and the meter. Any person violating this section of this Bylaw shall be subject to summary conviction under section 24.

14.6 All Customers receiving Sewage System services and/or Water System services pursuant to this Bylaw shall,

(a) Allow only municipal staff to install or inspect upon installation thereof, a Meter, to the satisfaction of the CAO and shall pay Utility Charges upon receiving services;

(b) Have a plumber install back flow valves or other suitable devices to cut off or control the connection between the Sewage System and cellar or basement, on all new development, to prevent or reduce flooding.

15. METERS

15.1 Upon application, by the property owner or contractor, Meters shall be supplied by the Municipality, to all Buildings as per the fee set out in Fee Schedule Bylaw, Schedule "A". All Meters shall remain the property of the Municipality.

15.2 All Consumers and property owners shall give access for the installation, inspection and reading of the Meter and shall protect it from interference or injury by frost or otherwise and shall be liable for any damage which may occur to the Meter.

15.3 No person shall interfere with, cut or remove the seal on the Meter, disconnect the Meter or do anything to interfere with the flow of water through a Meter, or any act which may affect the proper operation of a Meter.

16. CONNECTION FEE

16.1 Any Customer requesting Utility Services shall pay upon a request for service, a non-refundable connection fee as per Fee Schedule Bylaw, Schedule "A".

16.2 The Municipality will not connect any water service unless an adult occupant or adult designated by the occupant of the Premises is present.

16.3 If a Customer requests a Utility Service disconnection by the Municipality, and a reconnection of this service within two (2) business days, the reconnection fee stated in Fee Schedule Bylaw, Schedule "A" will not be levied. These requests must be in writing to the CAO to allow municipal staff time to schedule the shut offs.

17. UTILITY CHARGES

17.1 The Municipality shall levy Utility Charges for all Premises in accordance with Fee Schedule Bylaw, Schedule "A", unless those Premises are exempt pursuant to Section 17.10.

17.2 All utility accounts will be set up in the property owners' name as per Land Titles. A copy of said bill may be mailed to a renter at the request of the owner.

17.3 The Utility Charge shall include any applicable charges for water, sewer, garbage collection, recycling and composting.

17.4 Where a Meter has been altered, tampered, or is defective in any manner, the CAO may estimate the Water System charges and/or Sewage

System charges for Premises for the period of time that the Meter was not operating properly; the estimated Utility Charges shall be deemed to be the Utility Charge for the Premises.

17.5 The Municipality shall levy Utility Charges for all Premises on a monthly basis. Any Premises that had fees or charges grandfathered according to Bylaw #375/08, Section 18.9 will continue to be grandfathered under this Bylaw until such time as Utility Services are connected.

17.6 The Customer shall pay the applicable Utility Charge on or before the last day of the same month that billing occurs.

17.7 Outstanding Accounts will be subject to a 3.5 % penalty on the first day of the month following the Billing Date.

17.8 The property owner(s) are liable for the rates and charges of all services regardless whether occupied by the owner or renter. Outstanding Accounts will be added to the tax roll. The payment of any rates, charges, tolls, fares or rents as provided by the Bylaw, in accordance with Fee Schedule Bylaw, Schedule "A" may be enforced by all or any of the following methods, namely:

- (a) By action in any court of competent jurisdiction
- (b) By shutting off the Water Service
- (c) By adding the amount owing to the tax roll.

17.9 Outstanding Accounts, held by Customers, including interest may be added to the tax roll of the property owner(s) upon no less than fifteen (15) days notice being sent to the property owner.

17.10 Residential Premises/Commercial Premises/Industrial Premises/Benevolent Groups may apply to be exempt from paying garbage, recycle/compost charges as per Fee Schedule Bylaw, Schedule "A". Circumstances where Commercial Premises or Industrial Premises may be considered for such an exemption include:

- (a) If the Commercial Premises or Industrial Premises is vacant, or;
- (b) if the Commercial Premises or Industrial Premises is not operating as a business for a period of 3 months or longer.

17.11 A Customer may make application to the CAO, his or her designate, for forgiveness of a portion of the sewer charge levied when sod is laid or grass is planted on their property. Such application should happen prior to the sod being laid or the grass being planted.

17.12 Council, by resolution, may offer incentives and/or rebates to Customers for the installation of water saving devices.

18. DISCONNECTION OF UTILITY SERVICES

18.1 The municipality may shut off the supply of Utility Services to the Premises of any Consumer for;

(a) Any purpose that, in the opinion of the Municipality, may be expedient to do so, or;

(b) Breach of or non-compliance with any of the provisions of this Bylaw or Department of Health regulations.

18.2 It is hereby declared that no person shall have any claim for compensation or damages as a result of the Municipality turning off the water service without notice or from the failure of the Water System from any cause whatsoever.

18.3 Any Customer to whom Utility Services have been shut off or discontinued for committing a breach of this Bylaw shall, upon having paid all Utility Charges owing, and upon requesting that the Municipality restore Utility Services, must pay to the Municipality, a non-refundable connection fee as per Fee Schedule Bylaw, Schedule "A".

18.4 In cases where a Customer owes the Municipality payment from previous Outstanding Accounts or Utility Charges, the Municipality will not supply Utility Services until all Outstanding Accounts are paid in full.

19. WATER RESTRICTIONS

19.1 From time to time the Municipality may implement water conservation and restrictions. The CAO, or designate, may implement said water conservation and restrictions as per Schedule "B" attached.

20. PROTECTION OF UTILITY SERVICES

20.1 No person shall break, damage, destroy, deface, tamper or cause or permit the breaking, damaging, destruction, defacing or tampering with any part of the Utility System. Any person who does perform such acts shall be liable for repair of any damage caused or incurred.

20.2 The Municipality may discontinue access to any particular Utility Service where the Municipality believes use of that particular Utility Services to the Premises to be contrary to this Bylaw.

20.3 Where possible, the Municipality will post a sign on the Premises at least twenty-four (24) hours prior to preventing access to the Utility Services on the Premises pursuant to this Bylaw. The sign will advise that access to Utility Services may be prevented.

21. REPAIRS – WATER & SEWER SYSTEMS

21.1 The responsibility of the cost of repairs shall be as follows:

- (a) The Municipality shall, at the Municipality's expense, maintain the water and sewer lines from the main to the property line.
- (b) The owner of a Premises shall, at their own expense, maintain the water and sewer lines from the owners' property line to the Building.
- (c) The portion of the cost of any repair incurred from the main line on the street to the property line shall be the responsibility of the Municipality.
- (d) The portion of the cost of any repair incurred from the property line to the Building shall be the responsibility of the owner.

21.2 Frozen water lines:

The Municipality shall assume full responsibility and costs for any water service line which may be hereinafter frozen between the property line and the street main. Any water line frozen between the property line and the Meter shall be the responsibility of the property owner.

21.3 Sewer Blockages

- (a) In the event of a blockage of sewer, a determination must be made by the Customer as to the cause and location of the blockage.
- (b) Upon determination of the cause and location of the blockage, the Customer shall have the blockage removed and the Customer and the Municipality will share the responsibility of cost as follows per section 22.1.
- (c) Any blockage of the service piping to the sewer main due to foreign material introduced to the Sewage System by the Customer is the responsibility of the property owner, no matter what portion of the line the blockage occurs in.
- (d) If a blockage is caused by tree roots, the Municipality will attempt to determine whether the problem trees are on municipal or private property;
 - (i) The Municipality will pay the cost of the removal of the roots if it is determined that the trees are solely on Village property and are responsible for the blockage.
 - (ii) If a root problem is caused by or contributed to trees on Municipal property reoccurs. The Municipality may inhibit root growth using an approved method or have the trees removed.
 - (iii) If the property owner wishes that the trees located on Municipal property be left on site, the property owner must sign a release stating that the Municipality will not be responsible for any further blockages

due to roots originating from these trees; this shall include the entire length of the sewer line from the building to the main.

(e) If a blockage is caused by ice or accumulation of ice, it is the responsibility of the Customer to prove that the blockage did not originate from the Premises.

(f) If the repair of a blockage, which is determined to be the responsibility of the Customer, causes any portion of sidewalks, boulevards, curbs, gutter, streets, or other Village property to be dug up, disturbed or otherwise changed, it shall be the responsibility of the property owner for the cost of repairing the damages.

22. RELEASE OF UNAUTHORIZED MATTER INTO THE VILLAGE OF ALIX GARBAGE, SEWER, STORM SEWER AND WATER SYSTEMS

22.1 Any person who Releases, discharges or deposits into the Municipality's Garbage Collection System, Sewer System, Storm Sewer System or Water System, unauthorized Matter shall:

(a) Notify the Municipality immediately upon becoming aware of the deposit, discharge or Release;

(b) Provide information regarding the Release, discharge or deposit to the satisfaction of the Municipality;

(c) Be liable for all costs incurred by the Municipality with respect to the discharge, Release or deposit for the containment, sampling, testing, removal, cleanup, disposal and any other related activity.

22.2 Whenever the Municipality determines that a Release from a Premise is contrary to this Bylaw, the Municipality, in addition to any other provisions in this Bylaw, requires the Customer to install and maintain a device to detect the presence of a Release contrary to this Bylaw.

23. DELEGATION OF AUTHORITY

23.1 The CAO is hereby authorized to do all things necessary in order to fulfill the CAO's responsibilities under this Bylaw. The CAO has the authority to delegate any of the responsibilities in regard to this Bylaw.

23.2 Any person who considers themselves to be aggrieved by a decision of the CAO may appeal the decision to Council:

(a) An appeal shall be made in writing within thirty (30) days of receipt of the CAO's decision; and

(b) The Council's decision respecting an appeal shall be final and binding.

24. ENFORCEMENT

24.1 Enforcement or rectification of breaches of this Bylaw may be undertaken by the Municipality by any or all of the following methods:

(a) Action in a court of competent jurisdiction;

(b) Shutting off Utility Services being supplied to the Customer or discontinuing the service thereof;

(c) Distress and sale of the goods and chattels of the Customer wherever those goods and chattels may be found in the Municipality; and

(d) Where the Customer is the owner or purchaser of the Building or lot, or when the Customer is a non-occupant owner and has entered into an agreement with the Municipality, then all Utility Charges are a preferential lien and charge on the Building or lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes are recoverable.

25. REPEAL OF PREVIOUS BYLAWS, AMENDMENTS AND SCHEDULES

25.1 BYLAWS NUMBERED 421/16, 441/19, 451/19, 457/20, 468/21, 470/22, 474/22, 480/23 and 482/24 ARE HEREBY REPEALED.

25.2 SCHEDULE "A" and SCHEDULE "B" ARE HEREBY ANNEXED TO AND DECLARED TO BE PART OF THIS BYLAW.

25.3 IF ANY PROVISION OF THIS BYLAW IS DECLARED OR HELD TO BE INVALID, THAT PROVISION SHALL BE DEEMED TO BE SEVERED, AND THE REMAINDER OF THE BYLAW SHALL REMAIN IN FORCE AND EFFECT.

26. EFFECTIVE DATE

26.1 This Bylaw shall come into force and effect on January 1, 2025.

READ A FIRST TIME IN OPEN COUNCIL THIS 16TH DAY OF OCTOBER, 2024

READ A SECOND TIME IN OPEN COUNCIL THIS 4TH DAY OF DECEMBER, 2024

READ A THIRD TIME IN OPEN COUNCIL AND APPROVED THIS 4TH DAY OF DECEMBER, 2024.

Mayor

Chief Administrative Officer

DRAFT

SCHEDULE "A"

VILLAGE OF ALIX

REQUEST FOR UTILITY SERVICES

Date of Request: _____ Effective Date of Service: _____

Owner(s) Name: _____ Phone Number: _____

Civic Address: _____ Mailing Address: _____

Account No: _____

Connection Fee: _____ Receipt # _____

AGREEMENT

I, _____ hereby make application to the Village of Alix for utility services and agree to pay for such services, at the rates as determined from time to time. I do further agree that the service shall be subjected to the Regulations as stated in Bylaw #485/24 of the Village of Alix.

I understand and agree that:

- a) a non-refundable connection fee as per Fee Schedule Bylaw, Schedule "A" shall be charged when a utility service is restored or a change of customer is made on an account.
- b) the connection fee shall be paid on the date of the above application.
- c) I am responsible for the repair and maintenance and protection from freezing of any and all water pipes to and from the building to the property line.
- d) I am responsible to safeguard the water meter from damage including freezing.
- e) this contract is not transferable to any other person.
- f) the Village reserves the right to disconnect the utility services as stated in Bylaw #485/24, Enforcement.

Applicant

Accepted by the Village of Alix

SCHEDULE "B"

VILLAGE OF ALIX

GOVERNING THE ENFORCEMENT OF IMPOSED WATER RESTRICTIONS

The Levels of Water Restrictions are as follows:

- Level 1:** Restrict outside water use to even numbered addresses on even days of the month and odd numbered addresses on odd days of the month. In addition watering is limited to between 7:00 p.m. and Midnight.
- Level 2:** Restrict outside water use to even numbered addresses to Tuesdays and Saturdays only and odd numbered addresses to Wednesdays and Sundays only. Hand watering only, no sprinklers allowed. Watering is limited to between 7:00 p.m. and Midnight.
- Level 3:** Impose an all out ban on outside watering, stop the sale of bulk water, and notify Commercial and Industrial users to limit their water consumption until further notice.
- Level 4:** Continue the ban on outside watering, and the sale of bulk water water; impose a ban on water used by car washes, commercial and industrial users.
- Level 5:** All outdoor water use and non-essential indoor use of water is prohibited except for water used for Fire Fighting and in medical facilities.

ADMINISTRATION REPORT



Date: November 28, 2024 RFD 24-58
Memo To: Village Council
From: Chelsie Giesbrecht
Subject: Policy Credit for Email Billing Recipients for Utility Bills

1. **PURPOSE** – For Council to review Policy No. 48.
2. **BACKGROUND** – In 2021 we started to offer our utility account holders the opportunity to switch to a paperless option and receive their utility bills by email. Since offering this option we have approximately 160 accounts that have chosen this option. Currently we still mail out approximately 320 paper copies.
3. **OPTIONS** –
 1. To approve the policy as presented
 2. To approve the policy with amendments
4. **DISCUSSION** – Council directed administration to develop a policy to provide a credit in the amount of \$1.00 to those who have or in the future will sign up to receive e-billing.
5. **FINANCIAL IMPLICATIONS** –
6. **LEGAL** –There is no legal requirement to have this policy.
7. **POLITICAL/PUBLIC IMPLICATIONS** – This would give incentive to those who have not signed up to receive e-bills to look at the benefit of going paperless by receiving a credit on their utility bills.
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

“that the Village of Alix Council hereby approves Policy No. 48 as presented”

A handwritten signature in cursive script, appearing to read "Chelsie Giesbrecht", written over a horizontal line.

Author



Department: **Administration**

Policy No: **48**

Policy Title: **Utility e-Billing Credit**

Resolution No:

Date:

Review Date: **2027**

Policy Statement:

The Village of Alix recognizes the importance of ‘Green’ incentives.

Therefore, the Village of Alix shall make available a \$1.00 (one dollar) credit to those accounts that have or in the future will, sign up for e-billing.

Guidelines/Procedures:

1. All persons receiving a Utility Bill on an account, including main bills and duplicated bills need to be signed up for e-billing. If there is a paper copy being mailed out for that account, the account will not receive an e-billing credit.
2. Utility account holders who are currently signed up for e-billing for all copies being sent, will see an automatic credit applied to their account.
3. Utility account holders who sign up for e-billing for all copies being sent, in the future will see the credit on their next billing cycle.
4. The \$1.00 (one dollar) credit will only be available when all copies of the utility bill on an account are being received by email. If you have e-billing and choose to go back to receiving paper copies, the credit will be removed.
5. This credit is only for the Village of Alix Utility Bills.
6. The credit will be \$1.00 (one dollar) per account per billing cycle.
7. This policy comes into effect January 1, 2025.

Mayor

CAO

Date

ADMINISTRATION REPORT



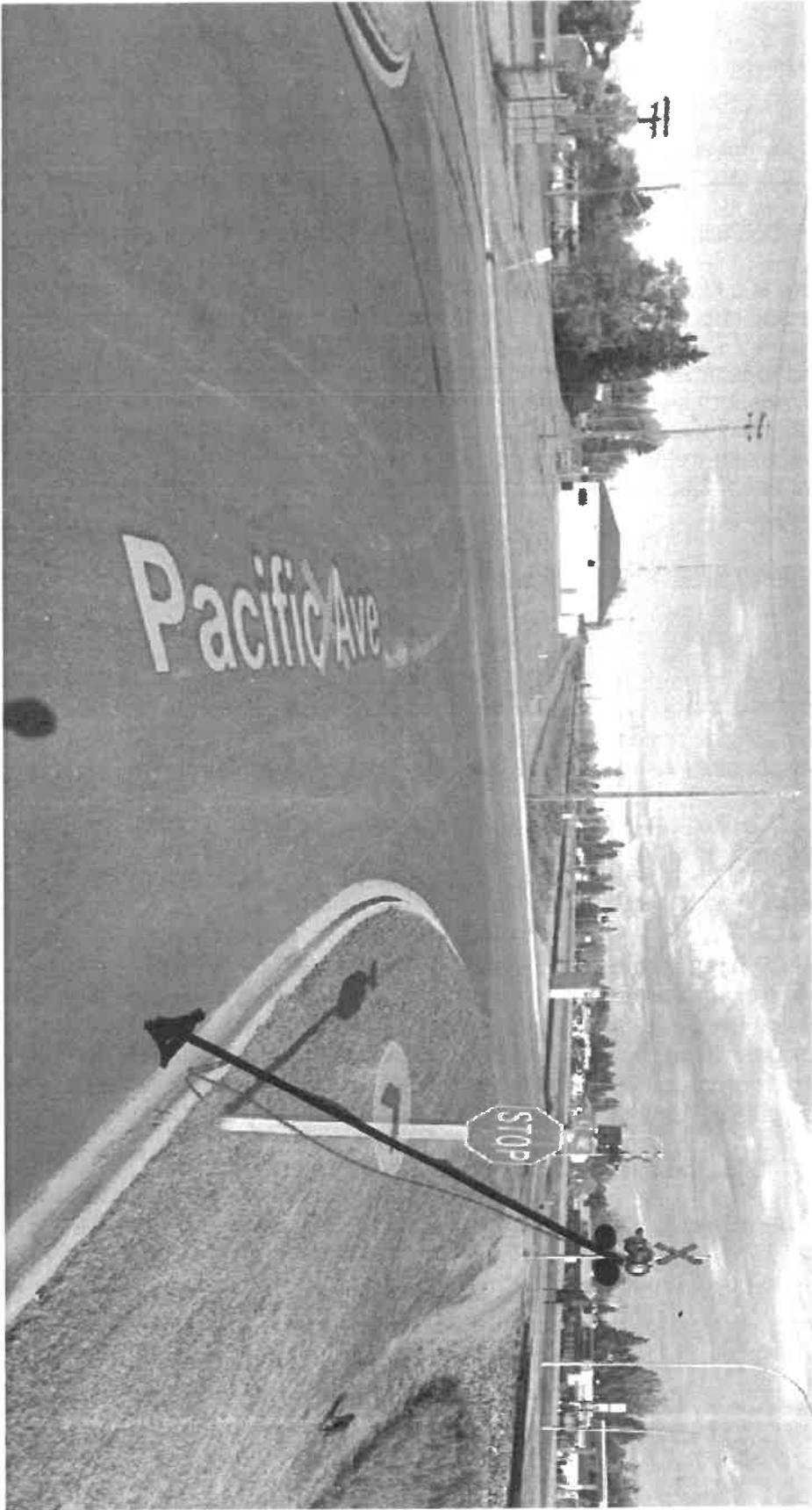
Date: November 26, 2024 RFD 24-56
Memo To: Village Council
From: Michelle White
Subject: Railway Crossing Improvements

1. **PURPOSE** – To inform Council of improvements planned for Alix east CP railway crossing.
2. **BACKGROUND** – There is a longstanding agreement in place between the Village and CP Rail regarding maintenance and improvements to railway crossings within the Village's corporate boundaries. This agreement states that the Village of Alix is responsible for 50% of the costs to improvements done and regular maintenance (including monthly rail crossing flasher light inspections). Alberta Transportation has identified this crossing as not compliant with regulations because light units need to cover all road approaches. They have determined "Light Units required for NE vehicular traffic turning onto 47 Av." And propose to install a taller light mast and install another set of flashing lights that are angled toward the truck route. See attached street level diagram.
3. **OPTIONS** – The only option other than paying ½ the cost of this project would be to close this railway crossing location.
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – Improvements to this railway crossing are projected to cost \$84,071 (as provided by CP in a project estimate).
The Village would be responsible for paying \$42,035.50 – ½ of the project cost.
6. **LEGAL** – The Multi Year Capital Budget was approved in November of this year. This project is not included in projected expenses for 2025.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – CP has informed us they plan to do the upgrade in 2025. Using reserves or tax dollars to fund this project would impact the 2025 Operating Budget. Council may want to consider using the Canada Community Building Fund (CCBF) grant to cover the costs. This was formerly known as the Gas Tax Grant. It may have an effect on future capital projects by spending a portion of our allocated funds on this rail crossing improvement, but this would be the least impactful way to fund this unplanned upgrade.
9. **RECOMMENDATIONS** – I recommend the following resolution:

"that the Village of Alix Council hereby amends the Multi Year Capital Budget to include \$42,000 for Railway crossing upgrades in 2025. Administration is directed to make application to the Canada Community Building Fund grant to cover these expenses."

A handwritten signature in black ink, appearing to read 'Michelle White', written over a horizontal line.

Author



ADMINISTRATION REPORT

Date: November 28, 2024
Memo To: Village Council
From: Michelle White
Subject: Library Board appointment

RFD 24-59



1. **PURPOSE** – To determine if Council will accept the Library Board’s proposed changes to their Board membership.
2. **BACKGROUND** – Local Library Board appointments were made at the October Organizational meeting. One of the Board had a term expiring 4 days after Council made their resolution. The Library Board is asking for a resolution confirming Board member terms. Please see attached letter.
3. **OPTIONS** –
 1. Pass the resolution outlined below
 2. Defeat the resolution outlined below
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – none
6. **LEGAL** – Excerpt from the Alberta Government Councils and Library Boards: Roles and Responsibilities: “The appointments of the members of the municipal Board shall be made on the date fixed by council. Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.”

Libraries Act: Appointment

- 4(1) A municipal board shall consist of not fewer than 5 and not more than 10 members appointed by council.
- (2) A person who is an employee of the municipal board is not eligible to be a member of that board.
- (3) Not more than 2 members of council may be members of the municipal board.
- (4) A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms.
- (5) Subject to subsection (6), appointments to the municipal board shall be for a term of up to 3 years.
- (6) When appointments are made in respect of a first municipal board, council shall, as nearly as may be possible, appoint 1/3 of the members for a term of one year, 1/3 of the members for a term of 2 years and the remaining members for a term of 3 years.
- (7) Notwithstanding this section, the term of office of a member continues until a member is appointed in that member’s place.

Date of appointment

- 5(1) The appointments of the members of the municipal board shall be made on the date fixed by council.
- (2) Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – Because the resolution at the Organizational meeting captures Barb Gilliat and John Ireland’s terms accurately, Arlene Gautier is the only extension needed.
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

“that the Village of Alix Council hereby accepts the appointment of Arlene Gautier for a one-year term to the Alix Public Library Board, expiring on November 2, 2025 and accepts Ingrid Volmer-Clark from the Library Board effective as of October 24, 2024.”

Following is a complete list of Alix Library Board appointments and their expiry dates:

Barb Gilliat	1 year term expiring October 20, 2025
John Ireland	1 year term expiring October 20, 2025
Arlene Gauthier	1 year term expiring November 2, 2025
Brant Perry	2 year term expiring May 3, 2025
Cathy Perry	3 year term expiring May 3, 2026
Cheryl Sydor	3 year term expiring June 11, 2027



Author

Village of Alix Library
PO Box 69
Alix, AB TOC 0B0

Village of Alix
PO Box 87
Alix, AB TOC 0B0

November 22, 2024

ATTN: Village of Alix Council

The Village of Alix Library Board has passed a motion at their October 29, 2024 meeting to appoint the following persons to our Board as Trustees:

Barb Gilliat for a 1-year term expiring October 20, 2025
John Ireland for 1-year term expiring October 20, 2025
Arlene Gautier for 1-year term expiring November 2, 2025

We would appreciate the Village Council approving these appointments.

Additionally, Ingrid Volmer-Clark submitted her resignation from the Board effective October 24, 2024.

Regards

A handwritten signature in black ink, appearing to read 'Cathy J Perry', is written over two horizontal lines.

Cathy J Perry
Board Chair
Village of Alix Library Board

Red Deer River Municipal User Group Association

November 21, 2024

Mayor Tim Besuijen

1. Regular Meeting
 - a. Review of Agenda and minutes from previous meeting and adopted.
2.
 - a. Financial Statement
 - i. Review financial statements to May 16th, 2024
3. Closed Meeting
 - a. FOIP Salary Discussion
4. Discussion
 - a. Ardley
 - i. Hatch will be conducting the feasibility study. The proposed dam could create a lake substantially bigger than Gennifer Lake, the actual size however has not been finalized.
 - ii. Discussion on RDRMUG involvement with Hatch and feasibility study.
5. Presentation – Peter Bezeau from Alberta Environment and Protected Areas – Ardley Dam
 - a. Work is underway with Hatch as the successful bidder from the Request for Proposal. Received 7 proposals and Hatch scored highest on the evaluation process.
 - b. Project Manager has been hired by the province who has previous dam experience
 - c. Scoping exercise is underway as to size, impact etc.
 - d. Feasibility study to follow
 - e. Discussion on communication plan from RDRMUG to our municipalities
6. Financial Statements
 - a. Review of financial statement including 2024 budget numbers
 - b. Review Budget for 2025
7. Executive Director Report
 - a. Work with province has opened lines of communication between them and RDRMUG
 - b. Rudy will be providing a presentation at Hwy 12/21 on the Ardley dam
 - c. Has begun work on bylaw review and looking for sub-committee volunteers to do initial review
8. Bylaws
 - a. Sub-committee struck to review bylaws
9. Round table of attendees
10. Next meeting will be January 16, 2025, in Drumheller

Regards,



Tim Besuijen



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 29969

November 20, 2024

His Worship Timothy William Besuijen
Mayor
Village of Alix
PO Box 87
Alix AB T0C 0B0

Dear Mayor Besuijen:

As a respected partner in the field of police governance in Alberta, I am writing to highlight how recently proclaimed legislative changes may affect your community.

The Government of Alberta is enhancing civilian governance of the Royal Canadian Mounted Police (RCMP) by proclaiming sections of the *Police Amendment Act, 2022*, and creating the Police Governance Regulation and Police Governance (Ministerial) Regulation. These amendments will ensure communities policed by the RCMP have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

These changes will take effect on March 1, 2025, after a transition period to allow municipalities to pass and implement relevant bylaws. Every community in Alberta served by the RCMP will be required to be represented by one of the following types of governance bodies, depending on their population size and type of police service agreement.

Communities with a population of 15,000 or greater, policed under a Municipal Police Service Agreement

- These communities are required to establish a Municipal Policing Committee (MPC), through bylaws, by March 1, 2025.
- MPCs will consist of between three and seven members appointed by the municipality's council.
- The Minister may also appoint committee members based on the size of the committee.

.../2

Communities with a population of less than 15,000, policed under a Municipal Police Service Agreement

- These communities are required to establish a Regional Policing Committee, through bylaws, by March 1, 2025.
- Each RCMP district is a region (e.g., South, Central, East, and West), and each region contains five to 10 municipalities required to work with other communities in the same RCMP district to form a Regional Policing Committee (RPC).
- RPCs will consist of at least one member appointed by each municipality represented.
- Communities may opt out of a RPC in favour of establishing their own municipal committee, or a joint committee with another municipality, with ministerial approval.

Communities policed under the Provincial Police Service Agreement

- Small and rural communities policed under the Provincial Police Service Agreement, including municipalities with a population under 5,000, municipal districts and counties, and Metis Settlements, will be represented by the Provincial Police Advisory Board.
- The province will appoint up to 15 members to the Provincial Police Advisory Board, including representation from First Nations, Métis communities, Rural Municipalities of Alberta, Alberta Municipalities, and all four provincial RCMP districts.
- Costs for the Provincial Police Advisory Board will be borne by the province.
- The Provincial Police Advisory Board will be operational by March 1, 2025.

Attached for further reference is a Frequently Asked Questions document with more information about the new requirements for RCMP local governance bodies. You can also find the Police Governance (Order in Council) Regulation, the Police Governance (Ministerial) Regulation, and the proclamation of the *Police Act* sections establishing these governance bodies on the Alberta.ca website at www.alberta.ca/alberta-kings-printer.

Please note that in the next few weeks your administration will receive communication from department representatives with details about planned information sessions regarding these governance bodies. If you have any questions or require support in the set-up of these governance bodies, please contact the department at: AlbertaPoliceGovernance@gov.ab.ca.

Thank you for everything you do to help ensure Albertans can live, work, and raise families in safe and secure communities.

Sincerely,



Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

Attachment

Frequently Asked Questions:

RCMP civilian governance

Alberta's government is enhancing civilian governance of RCMP policed communities to ensure they have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

This document provides answers to questions about the establishment and operation of RCMP civilian governance bodies.

<p>Why is the government mandating civilian governance bodies for RCMP-policed communities?</p>	<p>Creation of these new civilian governance bodies responds to a long-standing desire of communities to have more say in how they are policed by the RCMP.</p> <p>By establishing municipal and regional governance committees and the Provincial Police Advisory Board, we are giving communities the opportunity to provide input on both local and provincial policing priorities and RCMP service delivery while increasing police accountability.</p> <p>Civilian governance bodies support a paradigm shift that sees local police as an extension and a reflection of the communities they serve.</p>
<p>What will the function of the municipal police committees be?</p>	<p>Municipal policing committees will enhance civilian governance of local policing by:</p> <ul style="list-style-type: none"> • Overseeing the administration of the municipality's police service agreement; • Representing public interests and concerns to local RCMP leadership and collaborating with local detachments to plan yearly priorities and strategies for municipal policing and community safety; and • Regularly reporting on the implementation of programs and services that support police service priorities.
<p>What will the function of the regional police committees be?</p>	<p>Regional policing committees will help ensure Alberta's small rural communities have a voice in how they are policed.</p> <ul style="list-style-type: none"> • Regional committee's roles and responsibilities will be similar to their municipal counterparts, advocating for the priorities and concerns of smaller communities while also supporting integrated community safety planning for RCMP policed municipalities in the region. • The boundaries of the four new regional policing committee zones correspond to Alberta's four RCMP districts, to ensure local policing priorities are accurately reflected in service delivery.
<p>How many different civilian governance bodies will be established?</p>	<p>Four regional policing committees will be established to align with the four RCMP districts in Alberta.</p> <p>The number of municipal policing committees will depend on whether individual communities decide to either participate in one of the four regional boards, form joint municipal policing committees with neighbouring communities, or form their own municipal policing committee. It is recognized that some communities already have a committee similar in nature to what is envisioned.</p>

How will the civilian governance body for a community be determined?

Communities with a population over 15,000 that are policed by the RCMP will be required to establish municipal policing committees.

RCMP policed communities with a population between 5,000 and 15,000 will be represented by regional policing committees but can apply to opt out and form their own municipal policing committee.

Communities with a population under 5,000 that are served by the RCMP under the Provincial Police Service Agreement will be represented by the Provincial Police Advisory Board. The board will make recommendations on province-wide policing priorities and other aspects of RCMP service delivery.

What is the timeline for these governance bodies to be established?

The amendments and new regulations will come into force on March 1, 2025.

A transitional period, between November 2024 and February 2025, will allow municipalities to pass relevant bylaws and make other preparations for implementation.

This transition period also allows municipalities that already have civilian governance bodies time to adapt those bodies to the new statutory requirements.

What is the process for communities that want to opt out of a regional committee and establish their own municipal or joint policing committee?

Communities seeking to opt out of a regional committee in favour of establishing their own municipal committee (or a joint committee with another municipality) must have a formal process in place to do so, consistent with how other municipal committees are established and aligned with the *Police Act* and Police Governance Regulation.

- Municipalities will also need ministerial approval in order to opt out of a regional committee and/or form a joint municipal committee.
- Any municipality can be part of a joint municipal policing committee, as long as it meets the definition of municipality in the *Police Act*.

To initiate the process of obtaining ministerial approval, a municipality can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca.

What are the requirements for the composition of the municipal and regional policing committees?

Municipal policing committees will consist of between three and seven members, appointed by the municipality's council, for terms of two to three years. The municipality's chief elected officer is not eligible to be elected as chair or vice-chair of a municipal policing committee.

Regional policing committees will consist of at least one member appointed by each municipality represented for terms of two to three years.

- Regional policing committees can include additional members appointed by the municipalities with the agreement of all the municipalities in the region. Both municipal and regional policing committees may also include provincial members appointed by the minister.

Will committee positions be voluntary or paid?

Municipalities can choose whether to establish remuneration for their policing committee (municipal or regional) members through their respective bylaws.

Will the municipalities have to pay for the setup and administration of the governance bodies

Municipalities are responsible for the costs of establishing, administering, and sustaining membership of municipal and regional policing committees.

If a municipality cannot afford these costs, they have the option of utilizing a portion of their annual Police Support Grant, which allows funds to be used for governance and local police oversight.

Communities with populations between 5,000 and 15,000 may also take the opportunity to share costs related to RCMP governance by becoming part of a regional policing committee.

What is the role of the Provincial Police Advisory Board?

The Provincial Police Advisory Board will serve as an advisory body for about 275 small rural municipalities, such as municipal districts and counties, as well as eight Metis Settlements policed by the RCMP under the Provincial Police Service Agreement. The board will support the alignment of local and provincial priorities across the province.

The PPAB will be responsible for developing and maintaining communication between the Alberta RCMP, the provincial government, and the small and rural communities it represents.

The PPAB will help advance the interests of RCMP-policed communities by

- Advising and supporting collaboration between the RCMP, communities, and community agencies on integrated community safety planning;
- Representing the interests of communities served by the RCMP under a provincial police service agreement;
- Reporting annually on progress related to provincial police service priorities, provincial police service resourcing, and related initiatives; and
- Working with the RCMP and the Ministry of Public Safety and Emergency Services to communicate with municipalities about provincial priorities, resourcing, and community specific challenges.

How will the government ensure alignment between provincial and municipal policing priorities?

Both municipal and regional policing committees are required to consider provincial policing priorities when setting local ones.

The Provincial Police Advisory Board will provide advice on behalf of small and rural communities policed by the RCMP, to support overall alignment of local and provincial policing priorities.

Who will pay administration costs associated with the Provincial Police Advisory Board?

Costs for the Provincial Police Advisory Board will be the responsibility of the province.

Can the government appoint provincial members to these policing committees or to the board?

Yes. The government is responsible for ensuring adequate and effective policing across the province, and provincial appointees help the government fulfill that obligation.

The Minister of Public Safety and Emergency Services appoints all members of the Provincial Police Advisory Board and can appoint a small number of members to municipal, joint municipal, or regional policing committees based on size.

Who can municipalities contact with questions about the new civilian governance bodies?

Municipalities can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca with questions and/or support in setting up these new governance bodies.

More information on RCMP civilian governance bodies can be found in the *Police Act* and in the Police Governance Regulations, found at Alberta King's Printer.



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting NOVEMBER 14, 2024

Organizational Meeting

Parkland's board has four new members. Board members in attendance elected the new Executive Committee and Board Chair. Barb Gilliat was re-appointed Board Chair by acclamation.

Executive Committee

The Executive Committee has several new faces, along with returning members. Welcome!

- Deb Coombes** – Town of Bowden
- Barb Gilliat** – Village of Alix (Committee Chair)
- Twyla Hale** – City of Lacombe
- Marc Mousseau** – S.V. of Parkland Beach
- Len Phillips** – Town of Rocky Mtn. House
- Carlene Wetthuhn** – Camrose County
- Shannon Wilcox** – Town of Carstairs
- Janice Wing** – Town of Innisfail

Seats seven and eight are vacant, and will hopefully be filled at the February meeting of the board.

Parkland 2024 Budget

The Parkland budget has been approved by 70% of the municipalities representing 85% of the population, with one municipality declining.

Advocacy Committee

Parkland will not be appointing the Advocacy Committee pending an assessment of the committee's mandate and how to make it a more effective tool of the board.

The committee can be appointed at the February board meeting following a review of the terms of reference

with recommendations by the Executive Committee which will meet in December and January. In particular, the role and duties of the Advocacy Committee members will be examined to determine whether a more practical "hands on" approach is needed. Rather than being mainly an advisory body, the Advocacy Committee might better served by working directly with local library boards and liaising with municipal and provincial politicians on public library related issues.

Given that next year is a municipal election year and the importance of advocacy in the lead up to the elections, the board can anticipate a robust discussion on the future role of the Advocacy Committee in the New Year.

Board Meeting Dates for 2025

Parkland will be holding board meetings virtually in 2025. Board meeting dates are subject to change, but are set as follows:

- **February 27** - Annual Report, Year in Review
- **May 15** - 2024 Financial Statements presented
- **September 11** - Budget presentation for 2026
- **November 27** - Organizational Meeting

Board Member Survey Results

Included in the package was the results of the three-question survey given to board members at the end of their September 12th meeting. Response to the survey was good and the comments were gratifyingly positive.

Advocacy Activities

MLA Visits

Parkland's Director and Board Chair have, at the recommendation of the Advocacy Committee, been engaged in visits with Parkland's MLA and municipal councils. So far Sheppard and Gilliat have met with the City of Camrose, Lacombe County, Sylvan Lake, Delburne, and Rocky Mountain House councils. To date, the only MLA with whom Sheppard and Gilliat have met is Jennifer Johnson. However, two more meetings with MLA's have been scheduled and there is at least one more council meeting scheduled for later in November.

Thus far, all the visits have gone well. Council visits have emphasized the value of Parkland and its services. The visits to the MLAs have highlighted the need for regular,

small increases in funding as previously directed by the board.

Central Alberta's Woodworking Guild

Parkland has entered into a partnership with the Central Alberta's Woodworker's Guild to produce a variety of puzzle kits for programming use in public libraries. These kits are intended to provide children a way to develop their manual dexterity. The kits are equally useful for seniors or those experiencing cognitive decline who wish to improve their motor, nervous, or hand/eye coordination skills. These kits are being produced at low cost with repurposed oak from discarded church pews. The puzzles and kits can be assembled and disassembled over and over again allowing for years of use, and are being produced at a very reasonable cost.

When all of the kits are produced, it is Parkland's intention to hold an event at one of our member libraries and invite the press. Not only would such an event emphasize the relationship between Parkland and our member libraries, it would also show how Parkland can partner with a local volunteer organization to provide a project of tremendous benefit to the local community.

Marketing Activities

Parkland has just wrapped up their three major contests for 2024. They are the *Golden Ticket Contest*, the *Library Card Sign-Up & Renewal Contest* for patrons and the *Library Card Sign-Up Contest* for libraries.

The sign-up and renewal activities were held throughout September and October. There were 2,607 entries for the patron contest representing 41 libraries. The patron prizes for these contests were Visa gift cards. Winners were identified in Lacombe, Ponoka, Sundre, Penhold, Eckville, Bashaw, Camrose, and Olds. The library that signed up the most new patrons in relation to their population was Amisk. They will receive a state-of-the-art virtual reality headset to keep at their library.

The *Golden Ticket Contest* was held throughout the month of October. There were 540 entries with 38 libraries represented. A patron from Bashaw was the winner of a weekend trip to Calgary including tickets to the science center and zoo, as well as gift cards for accommodations, gas, and food.

Advertising Campaign

Parkland's multi-faceted advertising campaign through *Black Press Media* is wrapping up. Eight libraries (Sylvan Lake, Rimbey, Penhold, Castor, Stettler, Lacombe, and Blackfalds) were selected from Black Press communities and received free newspaper print ads.

Committee News from Trustees

Carstairs Public Library won the Ministerial Award for 2024 for their *Tough Topics* programming boxes. Topics include depression, addiction, and consent.

Cremona Municipal Library partnered with FCSS to host Santa on November 13th with goodie bags and photo opportunities.

Delburne Municipal Council hosted Director Ron Sheppard and Board Chair Barb Gilliat for a council orientation about library service in Alberta. Council was very appreciative of their time and the information provided.

Penhold & District Public Library hosted a local indigenous chef at their library for an event that partnered with the local school so that children could serve food to visiting dignitaries. They are also hosting a community Christmas event on November 22nd with Santa and Christmas carols.

Stettler Public Library is gearing up for their annual Wine Survivor fundraiser put on by their Friends group. The event has gone online and continues to be very popular.

Board Members Present

Barb Gilliat (Vice-Chair), Gord Lawlor, Ray Reckseidler, **(Zoom)** Jackie Almberg, Alison Barker-Jevne, Jul Bissell, Wayne Clark, Laureen Clark-Rennie, Deb Coombes, Edna Coulter, Teresa Cunningham, Cal David, Jeff Eckstrand, Sarah Fahey, Les Fee, Richard Forsberg, Dwayne Fulton, Twyla Hale, Kathy Hall, Pam Hansen, Cody Johnson, Bryce Liddle, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Jordon Northcott, Jackie Northey, Jacquie Palm-Fraser, Leonard Phillips, Sandy Shipton, Naomi Tercier, Harvey Walsh, Carlene Wetthuhn, Shannon Wilcox, Janice Wing **(Guests)** Brenda Dennis, Diane Elliot, Maia Foster, Paul Peterson, Paul Webb

For more information, or if you want a copy of the draft minutes from this board meeting, please contact PRLS.



November 25, 2024

Village of Alix
4849 50 Street
Alix, AB T0C 0B0

Re: Municipal Support for the Red Deer River Watershed Alliance

Dear Village of Alix,

I am reaching out on behalf of the Red Deer Watershed Alliance. Water is the foundation for the health and prosperity of local communities and the RDRWA recognizes Village of Alix is an important leader in land and water use decision-making in the Red Deer River Basin. Below is a brief update on the RDRWA's activities and information on ways you can help achieve our shared watershed planning goals and participate in our 2025-2026 funding process.

Who We Are

The RDRWA was established in 2005 and is one of 11 Watershed Planning and Advisory Councils (WPACs) which partner in the delivery of Alberta's *Water for Life Strategy*. Our vision is that the watershed will be healthy, dynamic, and sustainable through the efforts of the entire community. We are a multi-sector, not-for-profit organization that facilitates regional watershed management. Our renewed WPAC mandate and roles agreement with Environment and Protected Areas (2022) specifies RDRWA will lead an ongoing collaborative process to:

- report on the State of the Watershed,
- further develop and implement the Integrated Watershed Management Plan (IWMP),
- inform, educate and engage on water literacy and watershed stewardship, and
- serve as a convener and collaborator on watershed issues.

Benefits to Your Municipality

We are sending this letter, and the attached '*Our Common Water*' Case for Support, to invite the Village of Alix to join other municipalities from across the watershed with a financial contribution in support of the RDRWA. The RDRWA can directly help to support your municipality through programming at the watershed-scale that influences the health of local watersheds and the water security for communities and industries. Over the past 19 years, our organization has developed many resources to maintain and protect watershed health including science-based state of watershed reporting, outreach programming and regional planning. These materials assist municipalities with local decision-making, planning and have community health and prosperity benefits including source water protection, flood and drought resiliency, increased water literacy, biodiversity enhancement and recreational enjoyment.

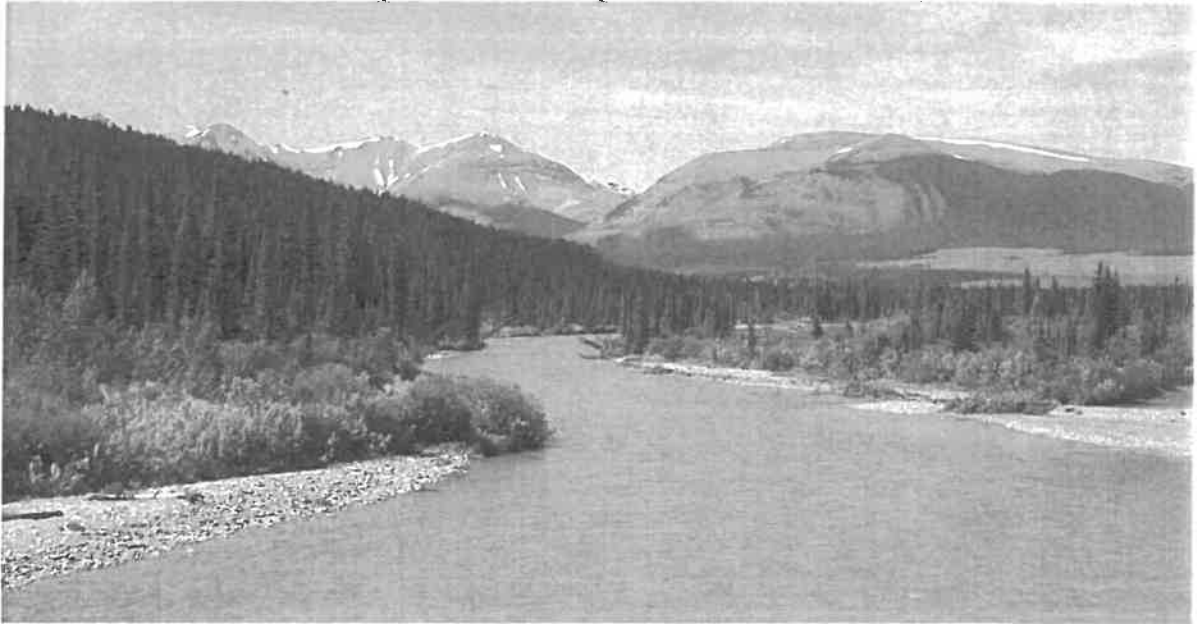
Municipalities contribute over 20% of the RDRWA's annual funding, based on a recommended funding model of **50 cents per capita**. Consistent municipal funding strengthens the RDRWA's ability to provide support to partner municipalities, advance integrated watershed management, engage different sectors, align monitoring initiatives and lead water literacy and environmental education efforts.

Update on Activities

Highlights from our 2023-2024 Annual Report and upcoming activities include:

- **Watershed Assessment and Planning Resources:** We produce technical reports and tools addressing watershed topics to assist municipalities with land and water resource management. Some initiatives are listed below.
 - **Flood and drought resilience:** The RDRWA partnered with Fiera Biological Consulting (2020 –2024) to map over 10,000 km of riparian shoreline in the Medicine-Blindman Rivers, Buffalo, Kneehills, Threehills, and Little Red Deer Rivers and Raven, Michichi and Rosebud rivers. The technical reports, and municipal summaries targeted restoration and conservation programs that provide ecosystem services including filtration, local flood and drought resiliency, biodiversity and recreation enhancements.
 - **State of the Watershed:** The RDRWA is collaborating with partners to assess and update its State of the Watershed Report (2009) over the next two years. This resource will inform decision making and prioritize actions for our Integrated Watershed Management Planning (IWMP).
- **Education and Outreach:** Our work reaches thousands of central Albertans every year. This year the RDRWA hosted and participated in summer outreach events to connect with over 1,400 individuals. Events were for school groups and the general public. RDRWA has also connected with >3,000 individuals on social media (Facebook, X) and through our monthly newsletter and website materials. We additionally developed a number of films on important topics including: source water, native trout, and riparian areas to increase water literacy.
- **Convenor and Collaborator:** We also provide forums for stakeholders to meet, share information, discuss water and watershed issues and priorities in the basin. In addition to our fall and spring forum, this past year, RDRWA also hosted the provincial WPAC Summit which coincided with a celebration of 20 years of Water for Life and brought partners from across Alberta and beyond to the basin for important watershed discussions. We also hosted several WPAC Drought Resiliency workshops in Vegreville, Blackfalds and Lethbridge to convene municipal partners and prepare for multiyear drought predictions. Finally, RDRWA participated as an observer at in the Water Sharing Agreement meetings for the Red Deer

River Basin and helped share follow up information with our networks.



Stronger Together

Thank-you for considering this invitation to become a funding partner of the RDRWA. For interest and follow up invoicing, please contact the RDRWA at info@rdrwa.ca or 403-340-7379. Your support matters and we hope you will join the community of municipalities to collaborate on watershed management initiatives and help address our current and future shared water challenges.

Sincerely,

Francine Forrest, MSc.
Executive Director, RDRWA
francine@rdrwa.ca

Stay Connected

Did you know that the RDRWA offers many ways to connect?

- Sign up for our [monthly e-newsletter](#)
- Check out [water-related events](#) on our [community calendar](#)
- Participate in our regular forums and events
- Request a presentation to Council and/or staff
- Engage with our outreach and technical committees

