

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, September 20, 2023 at 6:00 P.M.

AGENDA

1. Call to Order
2. Agenda: Amendments and Adoption
3. Adoption of the Minutes:
 - a) Minutes of Regular Meeting – September 6, 2023 – 6:00 P.M.
4. Delegation:
 - a) Lacombe Regional Tourism – 2023-2024 Annual Report
5. Bylaws: None
6. Unfinished Business: None
7. New Business:
 - a) Physician Recruitment – Request for Decision 23-39
 - b) Policy 40 Review: Video Surveillance - Request for Decision 23-40
 - c) Railway Avenue Parking - Request for Decision 23-41
8. Financial Reports:
 - a) Bank Reconciliation August 31, 2023
 - b) Accounts Payable Cheque Listing – July 27 – September 6, 2023
 - c) Tax Trial Balance September 14, 2023
 - d) Year to Date Operating Budget Report – September 14, 2023
9. Committee Reports:
 - a) Lacombe Foundation Regular Board Meeting’s December 5, 2022, May 15, and June 19, 2023 and Special Meeting – Lacombe Lodge Redevelopment – February 27, 2023 – Councillor B. Gilliat
 - b) Parkland Regional Library Regular Board Meeting – February 23 and May 18, 2023 and 2022 Return on Investment – Councillor B. Gilliat
10. Administrative Reports:
 - a) CAO Report
11. Correspondence and Information:
 - a) Alix Wagon Wheel Museum
12. Closed Meeting: None
13. Adjournment



This Strategic Plan provides a strong foundation for our organization to use as we move forward into the future. It reflects our commitment to the health, well-being, connectedness, and economic prosperity of our community. We want to make sure Alix is not just a great place to live, raise a family, and retire, but a place where one day your kids can live and raise a family of their own. And as we grow, we want to keep all the things that make our community special. In addition to the strategic goals in this plan, the Village of Alix will also continue delivering on fundamental municipal responsibilities such as fire protection, planning and development, water, waste collection, safe roads and more.

Our community is much more than its elected representatives and municipal staff. It's the citizens who live, volunteer, work, play, and socialize here who shape this community and bring it to life. This plan shows our commitment to working for you and with you to help shape a bright future we can all be proud of.

Vision

Vibrant Village by the lake

Mission

We foster an open, cooperative government that encourages public participation and ensures levels of service our citizens expect and deserve.

Core Values

Community: We will help citizens maintain the Village's unique qualities, foster a strong sense of belonging and strive to meet needs locally.

Fiscal Responsibility: As stewards of community resources, we will deliver municipal services in a cost-effective way.

Innovation: We will seek innovative solutions for the growth and success of the community.

Respect: We will treat each other with respect and act with integrity.

Safety: We will work in partnership with the community to prevent crime and protect lives, property, and the public realm.

Teamwork: We will build strong relationships with our public, employees, and partners under the shared goal of continuous improvement.

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, September 6, 2023, at 6:00 P.M.

- Present: Mayor Rob Fehr, Councillors Tim Besuijen, Janice Besuijen, Edwin Cole and Barbara Gilliat
- Also Present: Michelle White, Chief Administrative Officer
- Call to Order: Mayor Fehr called the meeting to order at 6:00 P.M.
- Amendments/Deletions to Agenda: Mayor Fehr called for amendments to the agenda.
- Approval of Agenda:
- Resolution #158/23: Moved by Councillor T. Besuijen that the Village of Alix Council approve the agenda as presented.
CARRIED
- Minutes: a) Regular Meeting – August 2, 2023
- Resolution #159/23: Moved by Councillor Gilliat that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, August 2, 2023, be accepted as presented.
CARRIED
- Delegation: None
- Bylaws: a) Road Closure Bylaw #476/23 – Request for Decision 23-35
- Resolution #160/23: Moved by Councillor Gilliat that the Village of Alix Council give second reading to Village of Alix Road Closure Bylaw #476/23, being a bylaw for the purpose of closing public travel and disposing of a portion of a public highway.
CARRIED
- Resolution #161/23: Moved by Councillor T. Besuijen that the Village of Alix Council give third and final reading to Village of Alix Road Closure Bylaw #476/23.
CARRIED
- b) Land Use Bylaw Amendment #453/20-02 – Request for Decision 23-36
- Resolution #162/23: Moved by Councillor Cole that the Village of Alix Council hereby gives Land Use Bylaw Amending Bylaw #453/20-02 second reading.
CARRIED
- Resolution #163/23: Moved by Councillor J. Besuijen that the Village of Alix Council hereby gives Land Use Bylaw Amending Bylaw 453/20-02 third and final reading.
CARRIED
- Unfinished Business: a) Cemetery Trees – Request for Decision 23-34
- Resolution #164/23: Moved by Councillor Gilliat that the Village of Alix Council hereby directs staff to proceed with the purchase of trees for the south boundary of the Alix Cemetery, and further, that administration develops a policy regarding memorial sponsorship of trees at the Cemetery.
CARRIED

Unfinished Business:
(continued)

b) 4904 47 Street, Alix – Request for Decision 23-37

Resolution #165/23: Moved by Councillor Gilliat that the Village of Alix Council hereby sets a sale price of \$43,000 for 4904 47 Street, Alix.
CARRIED

New Business: a) Policy Review: Policy No. 3 – Promotion of Causes - Request for Decision 23-38

Resolution #166/23: Moved by Councillor Cole that the Village of Alix Council hereby approves Policy No. 3, Promotion of Causes as presented and sets a review date of 2027 for the policy.
CARRIED

Financial Reports: a) Bank Reconciliation – July 31, 2023

Resolution #167/23: Moved by Councillor Gilliat that the Village of Alix Council accept the Financial Report as presented.
CARRIED

Committee Reports: None

Administrative Reports: a) Chief Administrative Officer's Report

Resolution #168/23: Moved by Councillor T. Besuijen that the Village of Alix Council accept the Administrative Report as presented.
CARRIED

Correspondence and
Information:

a) Royal Canadian Mounted Police Quarterly Community Policing Report

b) Ric McIver, Minister Alberta Municipal Affairs – 2024 Fire Services Training Program Grant

c) ATCO Gas and Pipelines Ltd. Natural Gas Distribution Franchise Agreement

Resolution #169/23: Moved by Councillor T. Besuijen that Correspondence Item (a) through (c) be accepted as information.
CARRIED

Mayor Fehr called a recess at 6:46 P.M.

Mayor Fehr reconvened the meeting at 6:59 P.M.

Closed Meeting: a) FOIP Section 16 – Business Interests of a Third Party
RE: Contract Discussions

b) FOIP Section 27 – Privileged Information – RE: Legal Briefing

Resolution #170/23: Moved by Councillor J. Besuijen that the Village of Alix Council go into a Closed Meeting at 6:59 P.M. to discuss FOIP Section 16, Business Interests of a Third Party regarding contract discussions and FOIP Section 27, Privileged Information regarding legal briefing.

CARRIED

Closed Meeting: (cont.)

Resolution #171/23: Moved by Councillor J. Besuijen that the Village of Alix Council return to the Public Meeting at 8:15 P.M.
CARRIED

Adjournment:

Resolution #172/23: Moved by Councillor Gilliat that this Regular Meeting of the Village of Alix Council be adjourned at 8:16 P.M.
CARRIED

Mayor

Chief Administrative Officer

DRAFT

Lacombe Regional Tourism

2023 - 2024 ANNUAL REPORT

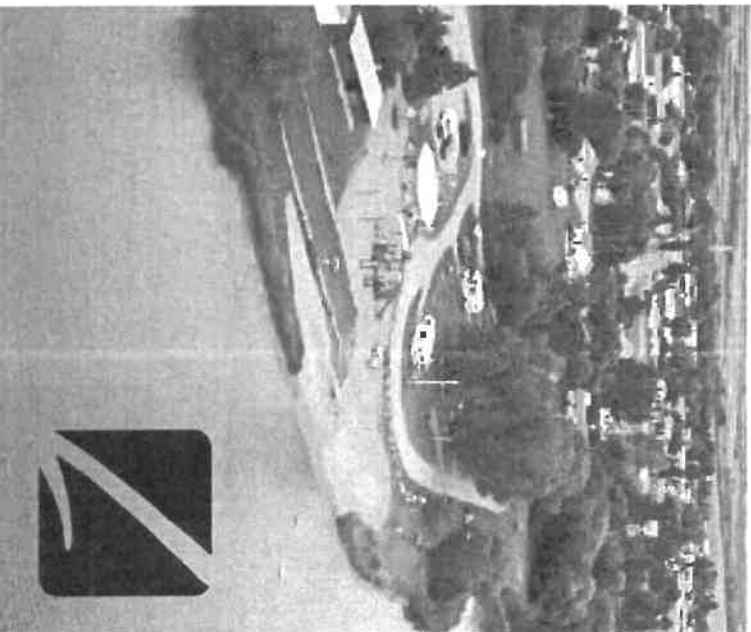
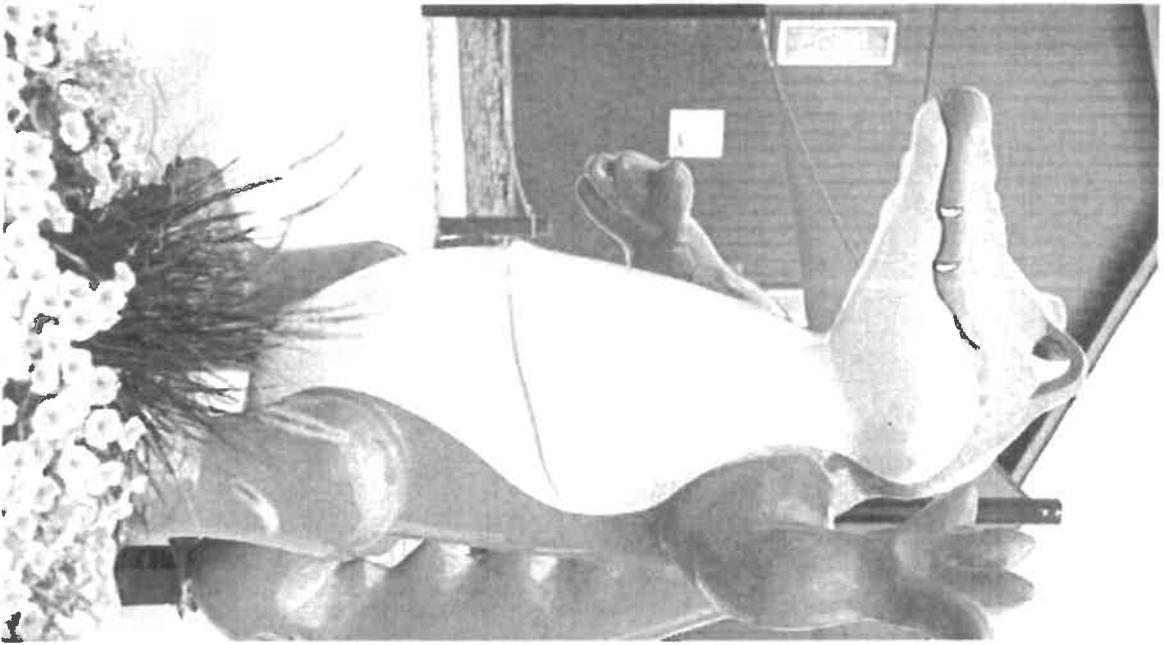
Merry Kuchle - President
Austin Weaver - Executive Director



AGENDA

- Our Mandate
- The Team
- The Board
- Activities that went well
- Activities that did not go well
- What's next 2024
- Funding Ask
- Questions





OUR MANDATE

To responsibly for grow the regional visitor economy by

- 1.leveraging key public and private partnerships
- 2.leading regional destination promotion and development activity
- 3.engaging all community members across Lacombe County

**so
together, we can welcome more visitors for the benefit of all.**



MEET THE TEAM



Executive Director
Austin Weaver



Marketing Coordinator
Viridiana Blignaut

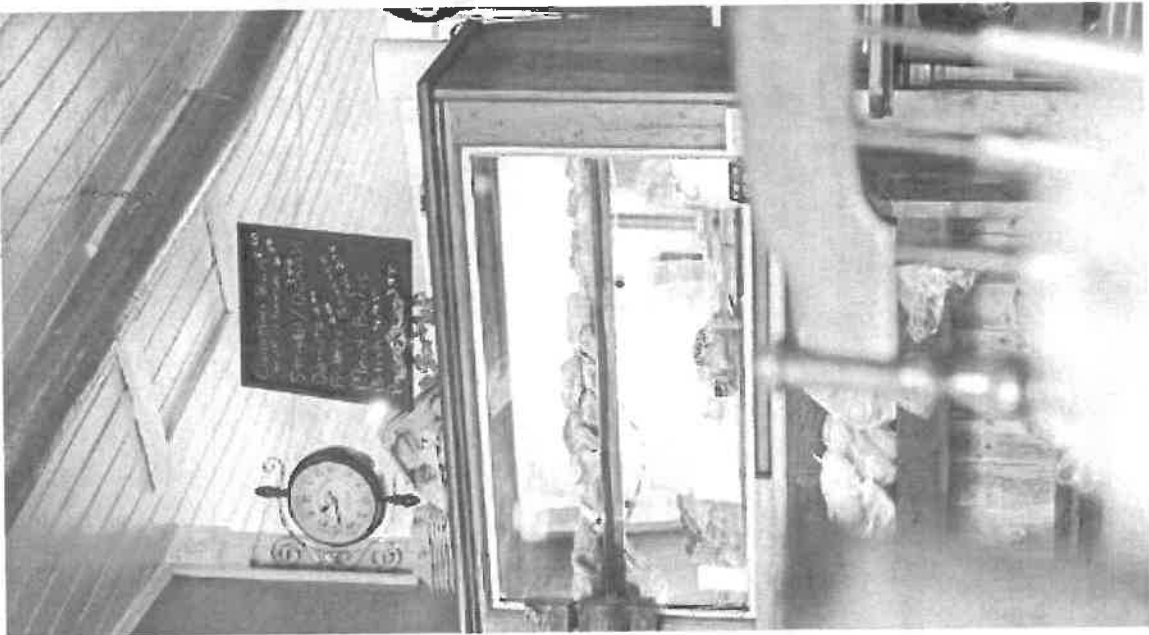


2023 Content Creator
Stuart Reece

2024 Content Creator

Christian Lintan





THE BOARD

Executive

Merry Kuchle - President

Rieley Kay - Vice President

Jacquie Corkery - Treasurer

Members

Jeff Hanger - Chamber of Commerce rep

Scott Dallas - City of Lacombe rep

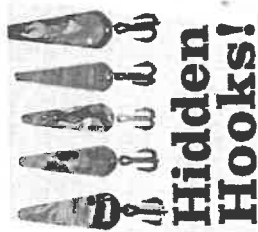
Kenneth Weenink- Lacombe County rep

Rachel Kraay - Past President/ Member at Large

Alida Prins - Member at Large



ACTIVITIES THAT WENT WELL IN 2023



Marketing
2023 Visitor Guide

Marketing
Website Performance

Membership Growth
41 - Businesses
10 - Non Profits

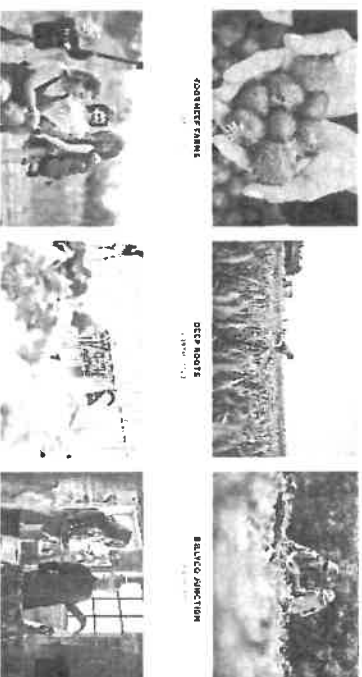
Marketing
Consumer Shows



ACTIVITIES THAT WENT WELL IN 2023



LACOMBE REGIONAL TOURISM



Destination Development

- Travel Alberta Destination Development Plan
- Lacombe and District Agriculture Society Strat Plan

Destination Development

- Medicine Ski Lodge Master Plan
- Town of Bentley Rebrand
- Ellis Bird Farm Rename

Marketing

Image Bank



Member Services

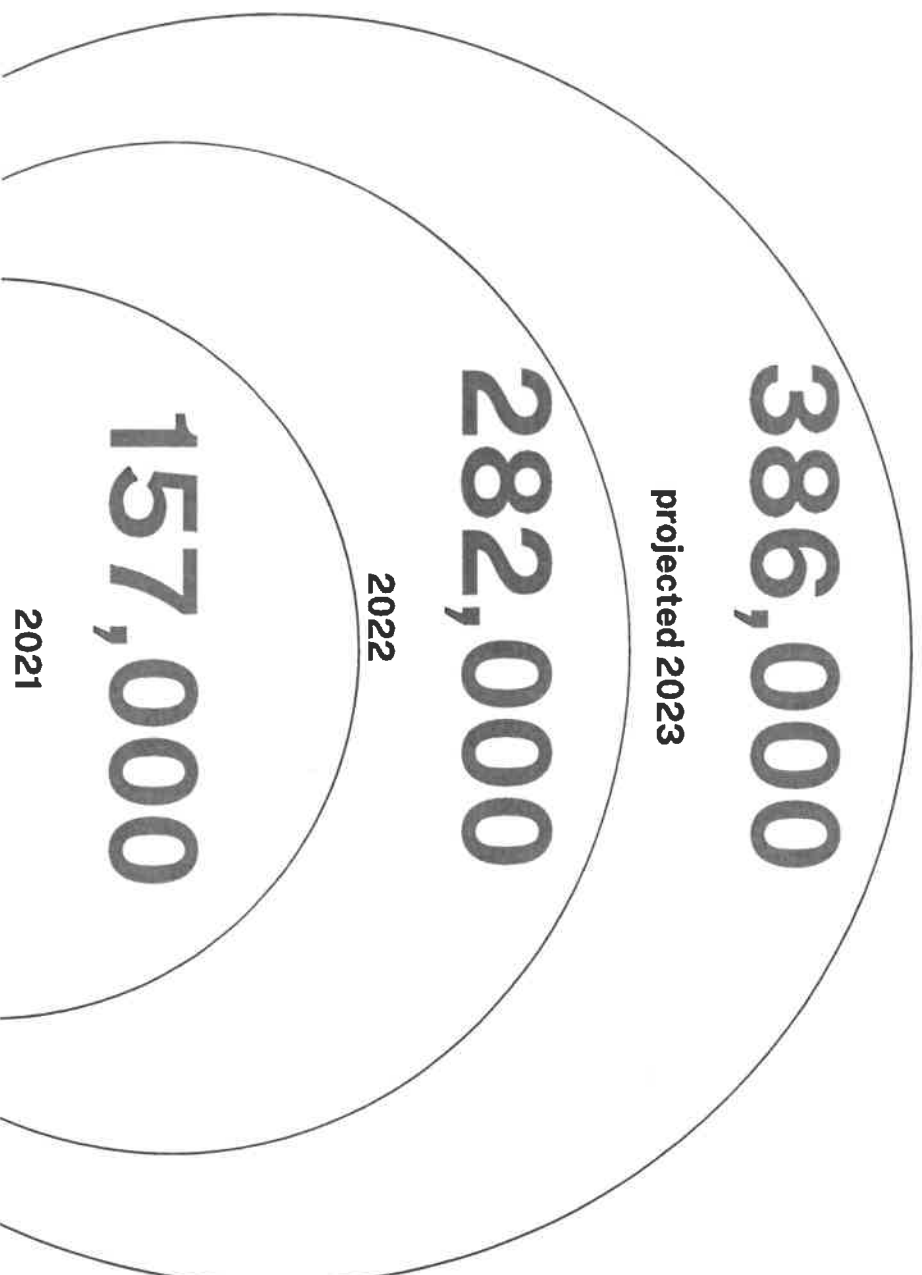
Letters of Support

OUR NUMBERS

	Staff	Membership Dues	Communities
2020	2 PT		1 Community 1 County
2021	1 FT	\$2,340	1 Community 1 County
2022	1 FT 1 PT 1 Contract	\$3,200	3 Communities 1 County
2023	2 FT 1 Contract	\$8,505.00	8 Communities 1 County



GROWTH OF AWARENESS - SOCIAL MEDIA REACH



ACTIVITIES THAT DIDN'T GO SO WELL



Event Attraction

- **Pinty's Grandslam of Curling**
- **National Aboriginal Hockey Championship**



Growing Pains

- **Internal Capacity**
- **Member Services**



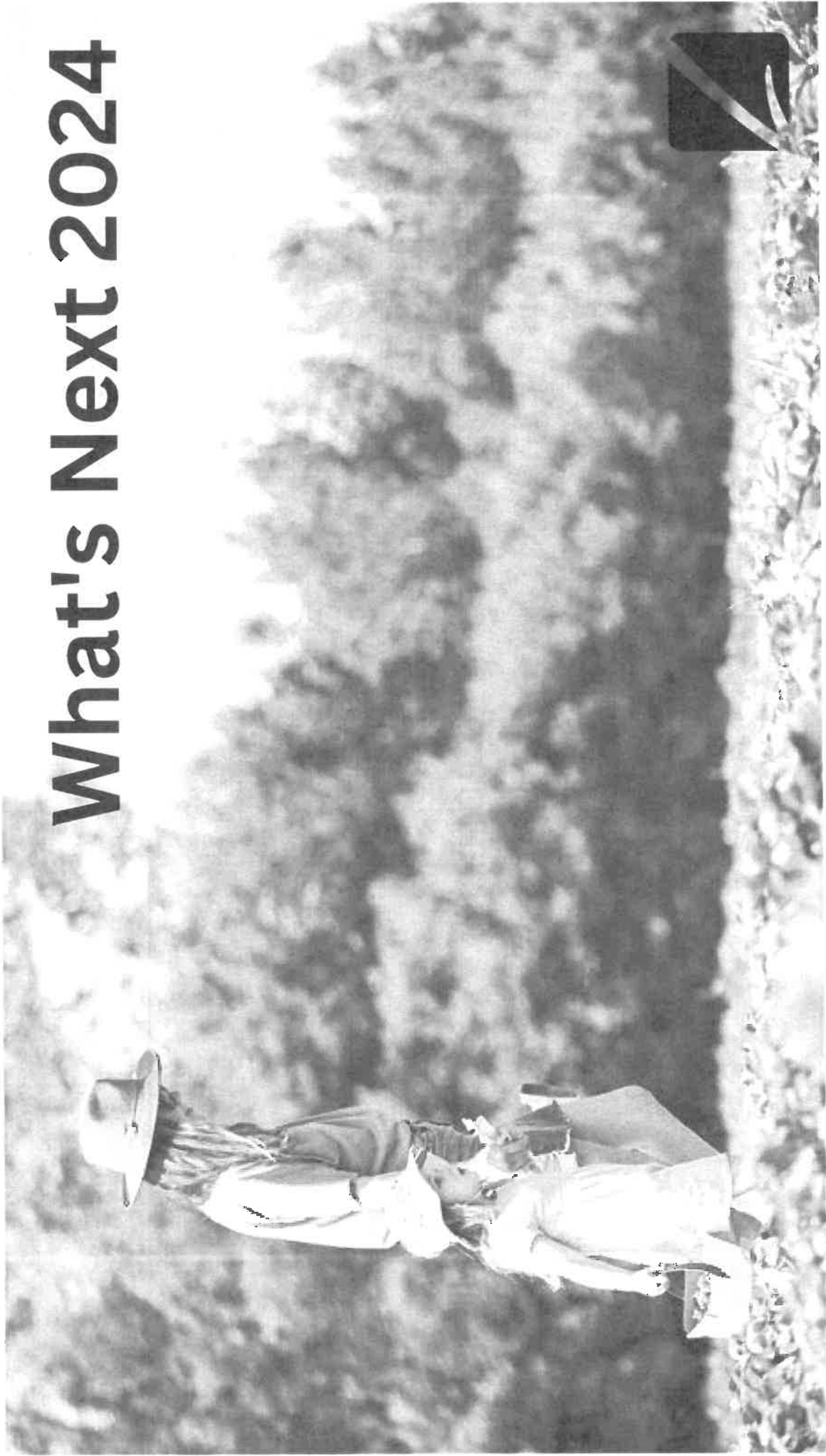
SPORTS & EVENTS

We took a step back to look at this sector's competitive landscape and realized

1. Venues matter
2. Proximity to Red Deer and Leduc
3. Supporting infrastructure and services matter
4. Staff capacity and structure matters



What's Next 2024



2024 STRATEGIC OBJECTIVES

1. Expand our regional catchment
2. Create four cluster experiences
3. Reevaluate our strategic plan for 2025



LAUNCH THE 2024 VISITOR GUIDE



EMBARK YOUR JOURNEY IN LACOMBE REGION!

OR
 GET PUBLISHED IN THE LACOMBE REGION

15
 DISCOVER LACOMBE: SUPPORT LOCAL BUSINESS

7
 RAILROADS TO GOAL

22
 LACOMBE COUNTY MAP

24
 JULY 16-18

25
 PERFECT TRAIL: SOUTHERN, AFFORDABLE, FARMING

30
 BEACHES & LAKE

3
 EXPERIENCE SEASONS: ATTRACTIONS, ACTIVITIES

74
 SUMMER AT LACOMBE

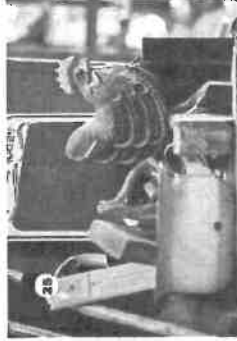
36
 WATER IN LACOMBE

40
 MOUNTAIN DRIVING

4
 FISHING

42
 WINDMILL PARK

44
 GET INTO THE CITY



EXPLORE



ATTEND MORE CONSUMER SHOWS



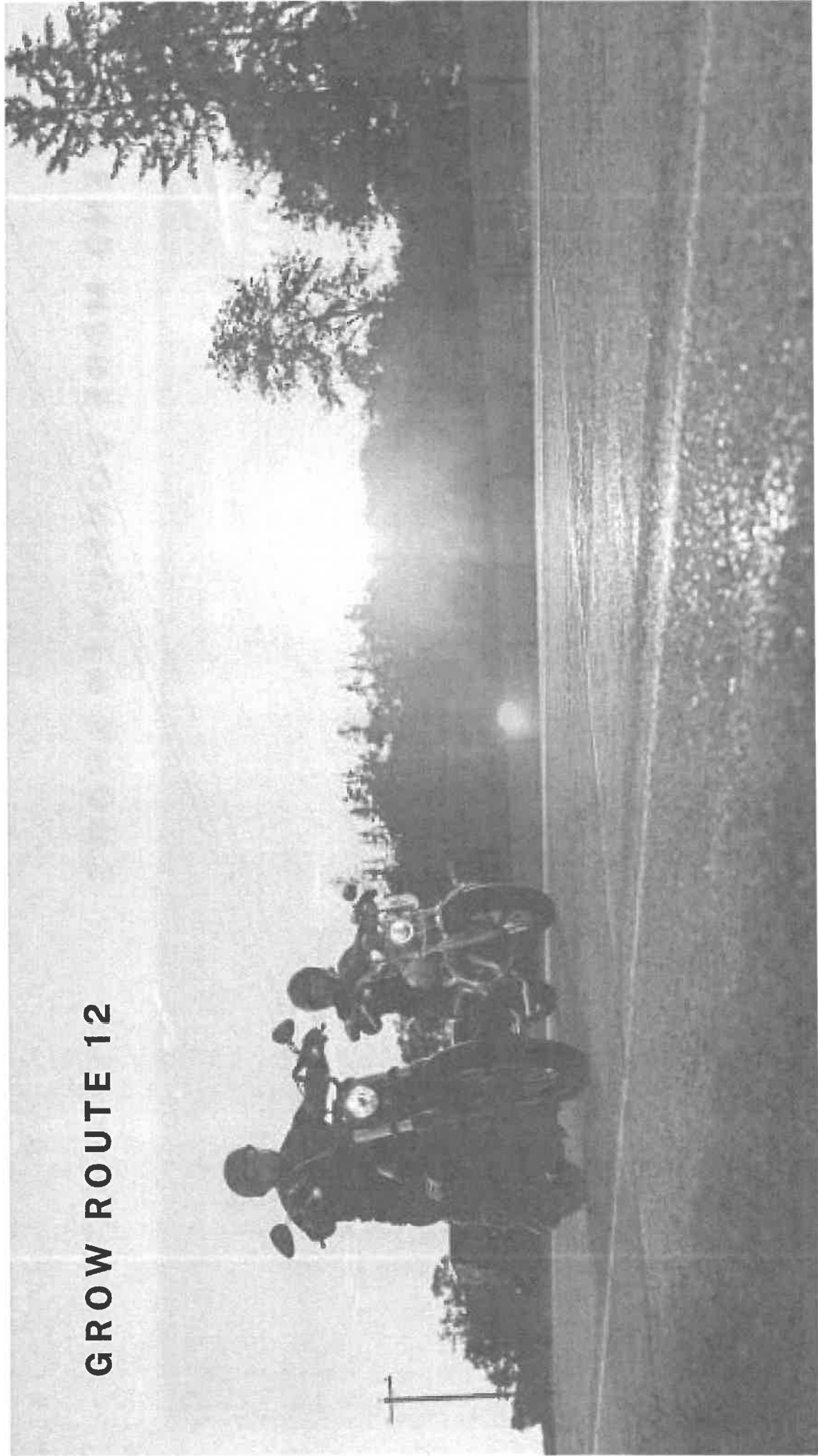
HOME ▾ ATTEND ▾ EXHIBIT ▾

MARCH 14-17 2024!

EMBRACE THE THRILL OF THE OUTDOORS AT THE EDMONTON BOAT AND SPORTSMEN'S SHOW!



GROW ROUTE 12



At this time we would like to ask that the Village of Alix increases their funding from \$3,600 to \$3,892 for 2024.



Thank you!



Lacombe

REGIONAL TOURISM

RE: Village of Alix

In 2022 the Village of Alix Council voted in favor of joining the Lacombe Regional Tourism Association at the per capita rate of \$3,600 for 2023. The following chart below shows the value of this additional expenditure returned or service the Lacombe Regional Tourism Association brought to the Village of Alix.

Activity	Direct benefit	Indirect benefit	Value
Community Profile	Raises brand awareness through joint promotion	Shared cost	\$10,000
Social Media Engagement	Access to a growing engaged audience	Social Media Expertise	\$120
Visitor Guide	Raises brand awareness	Shared Cost	\$13,000
Business Leads and Referrals	Business connections and resources are shared for the betterment of the Village of Alix	Networking and Education	N/A
Representation on the Board	Village of Alix concerns are talked about at the board level	Networking and Education	\$120 (8 board meetings)
Included in Grants – as applicable	<ul style="list-style-type: none"> \$3,000 of spending was allocated to Village of Alix from the Travel Alberta Partnership Marketing Grant Included in LRT NRED Grant ask 		\$3,000
Media Visits	Visit from travel writer Off Track Travel	Increased Destination Awareness	\$5,000

Video and Photo creation	Inclusion in <ul style="list-style-type: none"> • Stuart Reece Photo Shoot • Christian Lintan Trial 	High quality content for available for village use	\$2,500
Community Involvement	<ul style="list-style-type: none"> • In the community approximately every two weeks on business walk • Participating in local events • Onsite at the Alix Rodeo 	Localized information gathered and shared.	\$960
Inclusion in Destination Development talks and projects	N/A		
Representation at Consumer Shows	<ul style="list-style-type: none"> • 2023 Calgary Outdoor Adventure Show • 2023 Stettler Trade Show • 2023 Lacombe Tradeshow 	Increased Destination Awareness	\$2,400

Total leveraged value to provide to the Village of Alix as shown \$37,100

ADMINISTRATION REPORT



Date: September 8, 2023
Memo To: Village Council
From: Michelle White
Subject: Physician Recruitment

RFD 23-39

1. **PURPOSE** – To determine if Council will apply finances to a physician recruitment opportunity.
2. **BACKGROUND** – Council was approached regarding a physician recruitment opportunity on September 6, 2023.
3. **OPTIONS** –
 1. To commit funds for the purpose of physician recruitment according to the negotiated contract
 2. To decline the opportunity
4. **DISCUSSION** – the current Strategic Plan has the following Goal Statement: Actively investigate what personal services would benefit the community and support recruitment efforts.
5. **FINANCIAL IMPLICATIONS** – The maximum dollar value the Village has discussed contributing for this initiative is \$7,500. It is likely this amount would be split into \$2,000 in 2023 and \$5,500 in 2024. This expense is not in the 2023 Operating Budget, but General Reserves could be used. Current balance of General Reserves is \$70,000.
6. **LEGAL** – Medical / physician matters fall under the Ministry of Health, not the Ministry of Municipal Affairs, however, MGA s. 3 states “The purposes of a municipality are (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality.”

Contract details fall under section 16 of the Freedom of Information and Protection of Privacy Act, commonly known as the FOIP Act, *Business Interests of a Third Party* and are therefore required to be discussed in a Closed Meeting of Council.


7. **POLITICAL/PUBLIC IMPLICATIONS** – Many residents of the Village and surrounding community could benefit from having access to a doctor without the need for travel to another town or city.

It is important to manage expectations at this early stage. The Village would be agreeing to partner on the cost of a physician **recruitment** effort. This does not guarantee a doctor will be found to serve our community. It is worth noting that if the recruitment effort is unsuccessful, funds paid under the contract would be reimbursed in full.

8. **OTHER COMMENTS** –

9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

“that the Village of Alix Council hereby agrees to pay up to a maximum of \$7,500 for the purpose of recruiting a physician to serve the community of Alix, and further, that these funds shall come from General Reserves”



Author

ADMINISTRATION REPORT



Date: September 12, 2023 RFD 23-40
Memo To: Village Council
From: Michelle White
Subject: Policy Review: Video Surveillance

1. **PURPOSE** – To review Policy No. 40, Video surveillance Policy
2. **BACKGROUND** – This policy was created in 2019 and is due for review.
3. **OPTIONS** –
 1. To confirm approval of Policy 40 as presented and set a new review date
 2. To amend the policy and set a new review date
 3. To repeal the policy
4. **DISCUSSION** – This policy was created to provide a procedure for staff to follow regarding viewing, downloading and access to camera recordings. As information, downloads were provided to RCMP to assist with investigations as follows: 2020 – 14 downloads, 2021 – 5 downloads, 2022 – 3 downloads, 2023 – 1 so far.
5. **FINANCIAL IMPLICATIONS** – the Village has been budgeting between \$5,000 and \$10,000 per year since 2019 in the operating budget for the necessary upgrades (hardware and software) for the security camera system. I suggest this practice continue as some of the original cameras from around 2010 are still in use and should be replaced soon.
6. **LEGAL** – This policy was researched for compliance with FOIP. Though there is no legal requirement to have this policy in place, it would be considered a best practice.
7. **POLITICAL/PUBLIC IMPLICATIONS** – A Privacy Impact Assessment was done prior to adoption of this policy in 2019 to ensure the rights of private citizens were being respected.
8. **OTHER COMMENTS** – RCMP now often come to the office and do their own search of camera footage. This helps reduce staff time searching for an incident or occurrence. Staff have only been subpoenaed once to testify as to the origin and authenticity of video surveillance footage.
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

“that the Village of Alix Council hereby approves Policy No. 40, Video Surveillance Policy as presented and sets a review date of 2027 for the policy.”

Author



Department: Administration
Policy No: 40
Policy Title: Video Surveillance Policy
Resolution No: 201/19
Date: September 4, 2019
Review Date: 2023

Policy Statement:

The Village of Alix recognizes the need to balance an individual’s right to protection of privacy against the Village’s duty to promote a safe environment for residents and staff; and the protection of Village property.

This policy may apply to any interior or exterior areas of all lands and facilities under Village control.

Guidelines/Procedures:

- A. This Video Surveillance Policy complies with the Freedom of Information and Protection of Privacy Act, thereby ensuring consistency of surveillance measures.
- B. These guidelines do not apply to covert or overt surveillance cameras being used as a case-specific investigation tool for law enforcement purposes or in contemplation of litigation.
- C. The public shall be notified that they will be under video surveillance through clearly written signs prominently displayed.
- D. Monitoring devices will only be located in public areas where those under surveillance have no reasonable expectation of privacy. All video surveillance shall be conducted in a professional, ethical, and legal manner.
- E. Use, Storage and Disposal of Recorded Images
 - 1. The recorded images may be disclosed to any of the following for the purposes of an incident that has been observed, reported or is suspected to have occurred.
 - i. Law enforcement agencies.
 - ii. Staff as designated by the Chief Administrative Officer
 - 2. An individual who is the subject of the information has a right to access their recorded information. Access may be granted in full or in part depending upon any exceptions under the FOIP act which may apply and whether the expected information can reasonably be severed from the record.

3. Individuals who are not the subject of the information being requested are not entitled to access or obtain recorded images. This includes but is not limited to, general public, property owners, insurance companies, etc.
4. The Village shall ensure that video monitors are accessed only by authorized staff, law enforcement or authorized service provider staff, and they will not be located in a position that enables public viewing. The Security Camera Footage Viewing and Downloading Log (Schedule "B") shall be completed where this section applies.
5. Recorded information shall be kept for up to 60 days where no incident of concern to the Village has been reported, or where viewing the recorded information reveals no incident. Recordings no longer required shall be destroyed.
6. When recorded information that contains personal information about an individual, reveals an incident and the Village uses this information to make a decision that directly affects the individual, the information will be retained for 1 year after the decision is made.
7. In the event of a reported or observed incident, the recorded information may be used to assist in the investigation of the incident and may be turned over to law enforcement personnel, if appropriate. The Law Enforcement Disclosure Form (Schedule "A") shall be completed where this section applies.
8. All recorded information under Village control shall be disposed of by shredding, burning or magnetically erasing the information unless they are archived as part of a permanent record.

F. Any breaches of the FOIP Act regarding video surveillance or recorded information by Village staff shall be subject to disciplinary action. A breach of the FOIP Act in relation to this policy by an authorized service provider shall be considered a breach of contract.



Mayor

CAO

Date

Schedule "A"

AFFIDAVIT FOR THE SEIZURE OF VIDEO SURVEILLANCE

I, _____ of _____, Alberta, an employee of the
Village of Alix, in Alix, Alberta, solemnly declare and say that:

On _____, _____, I provided copies of video surveillance,
photographs and/or other type(s) of electronic media that was recorded at the above noted
establishment by video surveillance/ a video recording system, on the following date(s):
_____, to the Royal Canadian Mounted Police.

All said copies of video surveillance, photographs and/ or other type(s) of electronic
media provided to the Royal Canadian Mounted Police were not altered from their
original state. I do not claim to identify any person or vehicle in the pictures.

I understand that the said copies of video surveillance, photographs and/or other type(s)
of electronic media provided to the Royal Canadian Mounted Police are to be/can be used
for investigational and evidentiary purposes.

Declared before me at Alix, Alberta)
this ____ day of _____, _____)

_____))
Signature of Commissioner of Oaths)

_____))
Signature of Employee

_____))
Printed name of Commissioner of Oaths
In and for the province of Alberta
_____))
Expiry Date

Schedule "B"

Security Camera Footage Viewing and Downloading Log

Date	Time	Asked to View/Download by:	Camera Location	Viewed Only	Downloaded	Staff Member	¹L.E.D.F. Completed	CAO Check Off

¹ *Law Enforcement Disclosure Form*

Monthly Monitoring of log by CAO

ADMINISTRATION REPORT



Date: September 12, 2023 RFD 23-41
Memo To: Village Council
From: Michelle White
Subject: Railway Ave Parking

1. **PURPOSE** – To present information to Council regarding parking along Railway Ave.
2. **BACKGROUND** – During Strategic Planning, there was discussion about paving/parking along Railway Ave now that there are more businesses going in. Council felt more information was needed and asked administration to consult with RCMP before any decisions were made.
3. **OPTIONS** –
 1. To make parking along the north side of Railway Ave into angle parking
 2. To allow parallel parking only along Railway Ave and have 1 or 2 municipal parking lots
4. **DISCUSSION** – RCMP were very responsive to the request to review Railway Ave parking. A member came out the same day the call for help was made. The member was very aware of the location being discussed and was glad to see Council reviewing it for safety reasons.
5. **FINANCIAL IMPLICATIONS** – All of the options come at a price. There would be a cost to adding asphalt on the boulevard up to the property lines, having the lines painted would be a cost, adding extra signage etc. Once options have been narrowed down a cost analysis can be done.

Also worth noting, there may be a perceived or real cost to the businesses that front on Railway if parking options are completely removed.
6. **LEGAL** – The Traffic Safety Act is the main piece of legislation that deals with parking matters. It is also dealt with in the Village's Traffic Bylaw and Land Use Bylaw (LUB). The LUB also outlines requirements for private property parking spaces required for all zoning districts and types of building uses.
7. **POLITICAL/PUBLIC IMPLICATIONS** – Any change to parking along Railway Ave should come with a significant public education piece. The RCMP Member recommended a Town Hall type of meeting where residents could ask questions, find out more information as to why the change was made and what impact it would have on them. He suggested we try to have an RCMP member present at that meeting to help answer questions.
8. **OTHER COMMENTS** – A concrete swale or curb and gutter are needed along the north side of Railway Ave. There are stretches of the road that have less than a 1% grade and therefore experience drainage problems. Regardless of parking option chosen, surface drainage should be mitigated to ensure proper direction of flow.
9. **RECOMMENDATIONS** – Option #1. I recommend parking on the north side of Railway Ave is converted to angle parking, a center line is painted on Railway Ave and parallel parking lines are painted on the south side of the road. I have no recommendation on whether the boulevard on the north side is paved or left gravel. I recommend the following resolution:

“that Village of Alix Council hereby directs administration to further explore the process of converting Railway Ave north side parking to angle parking as well as the costs associated with the conversion.”

I would also recommend the CAO and/or Development Officer meet with business owners along Railway Ave to discuss their thoughts or concerns about this potential change and go through private parking space requirements under the Land Use Bylaw.



Author

RCMP Assessment of Railway Ave parking

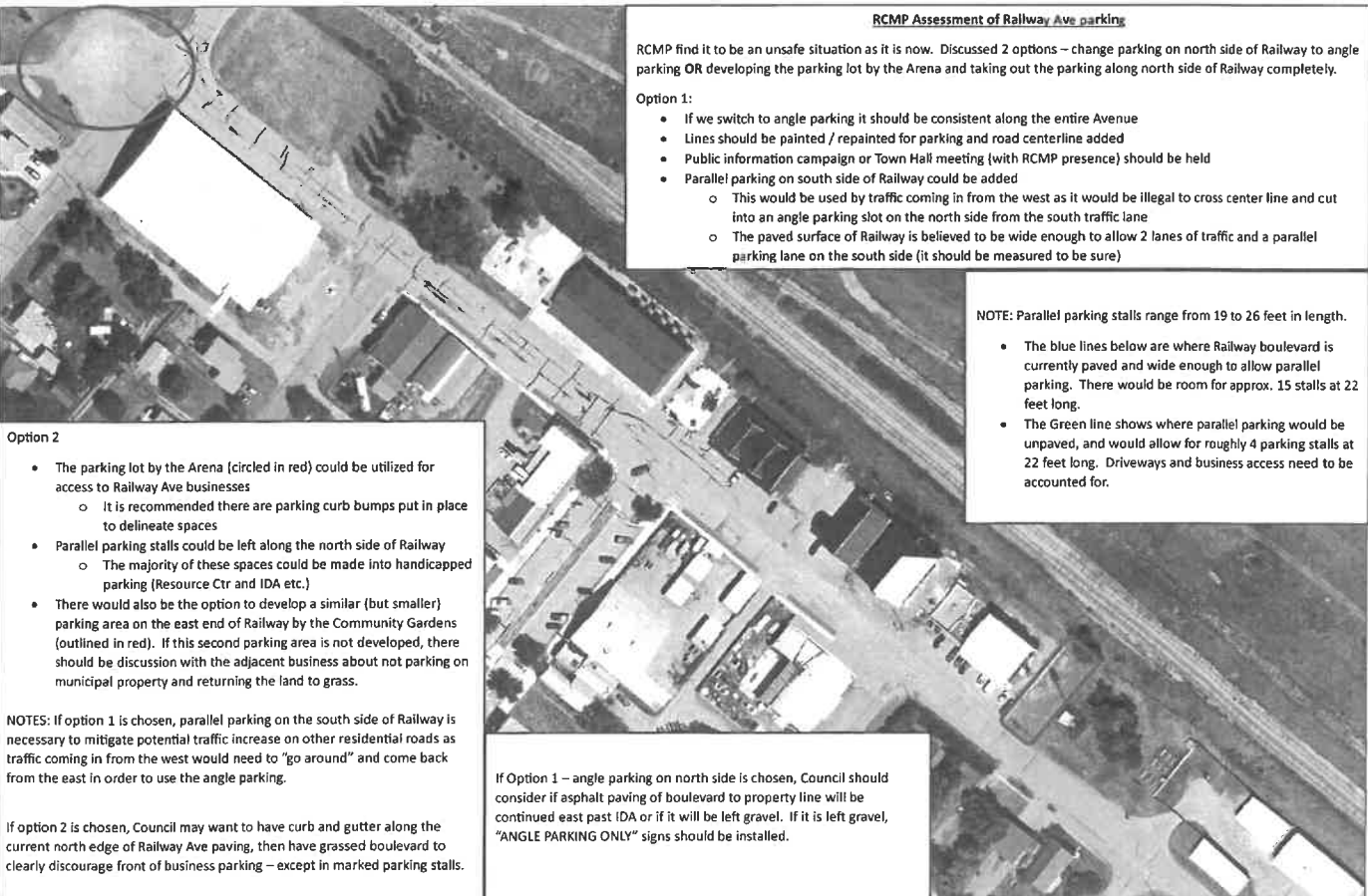
RCMP find it to be an unsafe situation as it is now. Discussed 2 options – change parking on north side of Railway to angle parking OR developing the parking lot by the Arena and taking out the parking along north side of Railway completely.

Option 1:

- If we switch to angle parking it should be consistent along the entire Avenue
- Lines should be painted / repainted for parking and road centerline added
- Public information campaign or Town Hall meeting (with RCMP presence) should be held
- Parallel parking on south side of Railway could be added
 - This would be used by traffic coming in from the west as it would be illegal to cross center line and cut into an angle parking slot on the north side from the south traffic lane
 - The paved surface of Railway is believed to be wide enough to allow 2 lanes of traffic and a parallel parking lane on the south side (it should be measured to be sure)

NOTE: Parallel parking stalls range from 19 to 26 feet in length.

- The blue lines below are where Railway boulevard is currently paved and wide enough to allow parallel parking. There would be room for approx. 15 stalls at 22 feet long.
- The Green line shows where parallel parking would be unpaved, and would allow for roughly 4 parking stalls at 22 feet long. Driveways and business access need to be accounted for.



Option 2

- The parking lot by the Arena (circled in red) could be utilized for access to Railway Ave businesses
 - It is recommended there are parking curb bumps put in place to delineate spaces
- Parallel parking stalls could be left along the north side of Railway
 - The majority of these spaces could be made into handicapped parking (Resource Ctr and IDA etc.)
- There would also be the option to develop a similar (but smaller) parking area on the east end of Railway by the Community Gardens (outlined in red). If this second parking area is not developed, there should be discussion with the adjacent business about not parking on municipal property and returning the land to grass.

NOTES: If option 1 is chosen, parallel parking on the south side of Railway is necessary to mitigate potential traffic increase on other residential roads as traffic coming in from the west would need to "go around" and come back from the east in order to use the angle parking.

If option 2 is chosen, Council may want to have curb and gutter along the current north edge of Railway Ave paving, then have grassed boulevard to clearly discourage front of business parking – except in marked parking stalls.

If Option 1 – angle parking on north side is chosen, Council should consider if asphalt paving of boulevard to property line will be continued east past IDA or if it will be left gravel. If it is left gravel, "ANGLE PARKING ONLY" signs should be installed.

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
August 31, 2023**

SERVUS CREDIT UNION

	CHEQUING	INVESTMENTS (1)	INVESTMENTS (2)
Balance from Bank Statement:	4,926,863.86	-	11,108.69
Plus: Deposits in Transit	7,663.85		
Less: Outstanding Cheques	(89,644.89)		
Reconciled Bank Balance:	<u>4,844,882.82</u>	<u>-</u>	<u>11,108.69</u>
31-Aug-23 GL balance 3-120	<u>4,844,882.82</u>		
31-Aug-23 GL balance 3-300			<u>11,108.69</u>
Variance:	-	-	

THIS STATEMENT SUBMITTED TO COUNCIL THIS __ 20th DAY OF SEPTEMBER, 2023



VILLAGE OF ALIX

Cheque Listing For Council

2023-Sep-14
9:55:01AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230429	2023-07-27	AIR LIQUIDE CANADA INC.		PAYMENT CYLINDER LEASE		283.01
			75964543	CREDIT FOR CYLINDER LEASE	633.63	
			76031807	OXYGEN, HELIUM	(354.04)	
			76077127		3.42	
20230430	2023-07-27	BESUIJEN, JANICE		PAYMENT		346.53
			JULY2023	JULY 2023 COUNCIL EXPENSE C	346.53	
20230431	2023-07-27	BOB'S PAVING		PAYMENT		4,410.00
			0050	PAVING SERVICES BY 49 AVE & :	4,410.00	
20230432	2023-07-27	CANADIAN PACIFIC RAILWAY CO		PAYMENT		592.00
			1000-001115015	FLASHER MAINTENANCE JULY 2	592.00	
20230433	2023-07-27	DIAKONIA CONSTRUCTION LTD		PAYMENT		1,890.00
			200	CEMETERY MOWING AND TRIMM	1,890.00	
20230434	2023-07-27	GARY MOE CHEVROLET BUICK GMC		PAYMENT		597.03
			202943	SERVICE TO 2004 GMC	597.03	
20230435	2023-07-27	GILLIAT, BARBARA JEAN		PAYMENT		250.00
			JULY2023	JULY 2023 COUNCIL EXPENSE C	250.00	
20230436	2023-07-27	HORSESHOE PAVING		PAYMENT		260,809.21
			0016	44TH AVE PAVING PROJECT	260,809.21	
20230437	2023-07-27	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		5,142.08
			JUL2023	JULY 2023 CONTRIBUTIONS	5,142.08	
20230438	2023-07-27			PAYMENT		251.58
			JUL2023	JULY 2023	251.58	
20230439	2023-07-27	PARKLAND COMMUNITY PLANNING SVCS.		PAYMENT		300.00
			22032	ALI2201 2 & 3 CONFIRMATION &	300.00	
20230440	2023-07-27	STERLING POWER SYSTEMS INC		PAYMENT		1,202.25
			2281	SUBDIVISION LIFT STN SERVICE	1,202.25	
20230441	2023-07-27	TAGISH ENGINEERING		PAYMENT		4,226.99
			19860	SUBDIVISION LIFT STATION DES	4,226.99	
20230442	2023-07-27	LANCASTER CONCRETE		PAYMENT		17,556.00
			754286	CURB REPAIR 49 ST. & SUBDIVIS	17,556.00	
20230443	2023-08-02	ALIX MIRROR WELLNESS SUPPORTS SOCIETY		PAYMENT		11,598.00
			AUG2023	FUNDING REQUEST 2ND PAYME	11,598.00	
20230444	2023-08-02	AMSC INSURANCE SERVICES LTD.		PAYMENT		4,144.91
			AUG2023	PREMIUMS AUGUST 2023	4,144.91	
20230445	2023-08-02	GAM TECH		PAYMENT		2,283.75
			INV14081	COMPUTER/IT SUPPORT	2,283.75	
20230446	2023-08-02	GREGG DISTRIBUTORS CO LTD		PAYMENT		22.59
			000-346746	TANK CAP/FUEL FILTER SET	22.59	
20230447	2023-08-02	HIGH PRESSURE FLUSHING INC.		PAYMENT		10,374.00
			2566	FLUSHING OF SANI MAINS	10,374.00	
20230448	2023-08-02	NU-EDGE CONSTRUCTION		PAYMENT		171,480.88
			18411	PROGRESS CLAIM #1, LAGOON	171,480.88	
20230449	2023-08-02	OLDMAN RIVER REGIONAL SERVICES COMMIS:		PAYMENT		170.00
			13558	ORTHO & CIVIC WALL MAPS	170.00	
20230450	2023-08-02	PAYNE'S SEPTIC TANK SERVICE		PAYMENT		189.00
			1111	PUMP OUT SISSON'S LIFT STATI	189.00	
20230451	2023-08-02	SWANSTON, CAMBELL		PAYMENT		3,500.00
			003	CAMPGROUND CARETAKER JUL	3,500.00	
20230452	2023-08-02	VILLAGE OF ALIX		PAYMENT		2,354.27
			50100JULY2023	BULK WATER STN. JULY 2023	1,109.35	



VILLAGE OF ALIX

Cheque Listing For Council

2023-Sep-14

9:55:01AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20230452	2023-08-02	VILLAGE OF ALIX	50300JULY2023	RV DUMP STN. JULY 2023	101.57	2,354.27
			54400JULY2023	CEN. PARK & CONCESSION JUL	313.03	
			63900JULY2023	LIBRARY JULY 2023	119.32	
			69600JULY2023	STORAGE YARD JULY 2023	95.35	
			7000JULY2023	VILLAGE OFFICE JULY 2023	119.88	
			72700JULY2023	NEW FIRE HALL JULY 2023	137.25	
			72800JULY2023	BAY 1 & BAY 2 JULY 2023	138.92	
			72830JULY2023	BAY 3 JULY 2023	110.92	
			72841JULY2023	BAY 4 JULY 2023	108.68	
20230453	2023-08-02	WILD ROSE ASSESSMENT SERVICES	9082	PAYMENT PROGRESS PAYMENT AUGUST :	1,319.50	
20230468	2023-08-29	2253676 ALBERTA LTD., (ALIX FOODS)	249412	PAYMENT COFFEE SUPPLIES	13.84	42.37
			250407	COFFEE	14.69	
			252067	COFFEE SUPPLIES	6.92	
			253984	COFFEE SUPPLIES	6.92	
20230469	2023-08-29	327241 ALBERTA LTD	1204	PAYMENT JULY 2023 PATROLS	1,144.50	1,144.50
20230470	2023-08-29	AGAT LABORATORIES LTD.	23173490E	PAYMENT MAIN LIFT STATION SAMPLING	210.00	210.00
20230471	2023-08-29	ALIX HOME HARDWARE	146527	PAYMENT FLAGS	108.27	659.53
			146535	RIVETS	11.01	
			146552	CLEANING SUPPLIES	58.52	
			146562	VALVE	57.74	
			146588	CLEANING SUPPLIES	155.10	
			146598	INSECTICIDE	10.49	
			146636	CHAIN SAW OIL	177.57	
			146663	VALVE	25.19	
			146804	HERBICIDE	55.64	
20230472	2023-08-29	BESUIJEN, JANICE	AUG2023	PAYMENT COUNCIL EXPENSE AUGUST 20:	250.00	250.00
20230473	2023-08-29	BROWNLEE LLP	552481	PAYMENT PROFESSIONAL FEES	736.31	736.31
20230474	2023-08-29	CANADIAN PACIFIC RAILWAY CO	1000-001115087	PAYMENT FLASHER MAINTANENCE	592.00	592.00
20230475	2023-08-29	CHEM INTERNATIONAL	113873	PAYMENT LIQUID ENZYMES	1,942.50	1,942.50
20230476	2023-08-29	COLE, EDWIN	AUG2023	PAYMENT COUNCIL EXPENSE AUGUST 20:	346.53	346.53
20230477	2023-08-29	CYBERUS PROTECTION SERVICES	202324	PAYMENT SEPTEMBER 2023 PATROLS	2,805.47	2,805.47
20230478	2023-08-29	DIAKONIA CONSTRUCTION LTD	199	PAYMENT PROPERTY MAINTENANCE	94.50	2,467.50
			208	CEMETERY MOWING & TRIMMIN	1,890.00	
			210	PROP MAINTENANCE - 4903 49 €	110.25	
			211	PROP MAINTENANCE - 4812 45 €	152.25	
			212	PROP MAINTENANCE - 5207 47 €	220.50	
20230479	2023-08-29	DIVERSE SIGNS	10479	PAYMENT QR CODE TRL SIGNS	54.43	54.43
20230480	2023-08-29	EDGE MARKETING & DESIGN INC.	8590	PAYMENT QR CODE NTR TRL	346.50	346.50
20230481	2023-08-29	EMBER GRAPHICS TRIM & SIGNS	7426	PAYMENT PLAYGROUND SIGNS	378.00	378.00
20230482	2023-08-29	ENVIRONMENTAL 360 SOLUTIONS LTD.	RD0000266791	PAYMENT GARBAGE & FUEL	6,190.20	6,190.20



VILLAGE OF ALIX

Cheque Listing For Council

2023-Sep-14
9:55:01AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230483	2023-08-29	FEHR, ROBERT LEE	AUG2023	PAYMENT COUNCIL EXPENSE AUGUST 2023	666.68	666.68
20230484	2023-08-29	FUTURE AG. INC.	IN81329	PAYMENT WEED EATER PARTS	181.77	181.77
20230485	2023-08-29	GAM TECH	INV13853	PAYMENT MANAGEMENT	1,018.50	1,018.50
20230486	2023-08-29	GILLIAT, BARBARA JEAN	AUG2023	PAYMENT COUNCIL EXPENSE AUGUST 2023	472.58	472.58
20230487	2023-08-29	HWY 12/21 REGIONAL WATER SERVICES COMM	1247	PAYMENT JULY 2023 CONSUMPTION	15,907.75	15,907.75
20230488	2023-08-29	KEN'S PLUMBING SERVICE LTD	1001212-1	PAYMENT FIRE HALL BACKFLOW TEST	2,252.25	2,252.25
20230489	2023-08-29	LOCAL AUTHORITIES PENSION PLAN	AUG2023	PAYMENT LAPP CONTRIBUTION AUG 2023	5,085.48	5,085.48
20230490	2023-08-29		AUG2023	PAYMENT AUGUST 2023	269.55	269.55
20230491	2023-08-29	MPE ENGINEERING LTD	4420-015-06-02	PAYMENT LAGOON CELL 5 & 6 UPGRADES	31,308.06	31,308.06
20230492	2023-08-29	PARKLAND COMMUNITY PLANNING SVCS.	22061	PAYMENT IDP REVIEW, CONSULTATION	1,419.50	1,419.50
20230493	2023-08-29	PITNEY BOWES LEASING	3202223151	PAYMENT LEASE AUGUST 2023	231.81	231.81
20230494	2023-08-29	RAWK J SERVICES LTD	23090	PAYMENT 4904 - 47 STREET ASBESTOS TEST	890.20	890.20
20230495	2023-08-29	STETTLER AGRI-CENTRE	25296S 25297S	PAYMENT HUSQUARNA LAWN MOWER & F CRAFTSMAN LAWN MOWER BLADE	79.11 35.68	114.79
20230496	2023-08-29	TAGISH ENGINEERING	20045	PAYMENT SUBDIVISION LIFT STATION	12,059.15	12,059.15
20230497	2023-08-29	WHITE, MICHELLE	AUG2023	PAYMENT EMPLOYEE EXPENSE CLAIM JULY	429.61	429.61
20230498	2023-08-29	WOODING GEOSPATIAL SOLUTIONS	1072	PAYMENT ORTHO PHOTO	3,050.25	3,050.25
20230499	2023-08-29	ZONE 3 BUSINESS SOLUTIONS INC.	140165	PAYMENT PHOTOCOPY CHARGES	92.97	92.97
20230500	2023-08-29		202308291	PAYMENT CREDIT BALANCE PAID	74.00	74.00
20230501	2023-08-29		202308292	PAYMENT CREDIT BALANCE PAID	71.25	71.25
20230502	2023-08-29	AGAT LABORATORIES LTD.	23175060E	PAYMENT MAIN LIFT STATION SAMPLING	210.00	210.00
20230503	2023-08-29	BESUIJEN, TIMOTHY W	AUG2023	PAYMENT COUNCIL EXPENSE CLAIM AUGUST	350.00	350.00
20230504	2023-09-06	1321953 ALBERTA LTD.	1AUG2023	PAYMENT STRATEGIC PLANNING LUNCH	68.50	68.50
20230505	2023-09-06	327241 ALBERTA LTD	1217	PAYMENT MONTHLY PATROLS AUGUST 2023	567.00	567.00
20230506	2023-09-06	AGAT LABORATORIES LTD.	23175178E	PAYMENT TESTING LAGOON CELL 5 & CELL 6	757.05	757.05
20230507	2023-09-06	ALBERTA HEALTH SERVICES	0027085723	PAYMENT FOOD HANDLING PERMIT OCT 2	100.00	100.00



VILLAGE OF ALIX

Cheque Listing For Council

2023-Sep-14
9:55:01AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230508	2023-09-06	BETH RICHARDSON (CHAUTAUQUA)	SEPT2023	PAYMENT GRADING/SNOW REMOVAL ADVI	90.00	90.00
20230509	2023-09-06	BROWNLEE LLP	553920	PAYMENT PROFESSIONAL SERVICES	6,324.26	6,324.26
20230510	2023-09-06	CANOE PROCUREMENT GROUP OF CANADA	AB180039	PAYMENT STAPLES SUPPLY ORDER	500.93	500.93
20230511	2023-09-06	DIAKONIA CONSTRUCTION LTD	214	PAYMENT CEMETERY MOWING, TRIMMING	1,890.00	1,890.00
20230512	2023-09-06	FCSS ASSOCIATION OF ALBERTA	1712	PAYMENT 2023-2024 FCSS ASSOC. MEMBE	230.00	230.00
20230513	2023-09-06	GAM TECH	INV14537	PAYMENT WORKSTATION & SERVER MANA	1,018.50	1,018.50
20230514	2023-09-06	HORSESHOE PAVING	0016SEPT23	PAYMENT 44 AVENUE PAVING PROJECT HC	28,978.80	28,978.80
20230515	2023-09-06	KERRY'S MECHANICAL LTD	69162	PAYMENT 2014 CHEV TIRE REPAIR	48.83	48.83
20230516	2023-09-06	LACOMBE COUNTY	IVC00043984	PAYMENT 2023 SHARED FIRE - 2ND QUAR1	1,426.23	1,426.23
20230517	2023-09-06	LARSON'S AUTO ELECTRIC 2010	IN3080170	PAYMENT TIE ROD & GAS CAP	57.75	57.75
20230518	2023-09-06	NU-EDGE CONSTRUCTION	18479	PAYMENT PROGRESS CLAIM #2 LAGOON F	414,140.11	414,140.11
20230519	2023-09-06	SWANSTON, CAMBELL	004	PAYMENT ALIX LAKE CAMPGROUND CARE	3,500.00	3,500.00
20230520	2023-09-06	VILLAGE OF ALIX	50100AUG2023 50300AUG23 54400AUG2023 63900AUG2023 69600AUG2023 7000AUG23 72700AUG2023 72800AUG2023 72830AUG2023 72841AUG2023	PAYMENT BULK WATER STATION AUGUST RV DUMP STATION AUGUST 202: CAMPGROUND AUGUST 2023 LIBRARY AUGUST 2023 PW SHOP AUGUST 2023 VILLAGE OFFICE AUGUST 2023 FIRE HALL AUGUST 2023 BAY 1 & BAY 2 AUGUST 2023 BAY 3 AUGUST 2023 BAY 4 AUGUST 2023	582.06 98.78 263.18 116.52 94.23 118.76 149.57 135.56 112.04 108.68	1,779.38
20230521	2023-09-06	WILD ROSE ASSESSMENT SERVICES	9111	PAYMENT PROGRESS PAYMENT SEPT 202	1,319.50	1,319.50

Total 1,062,412.41

*** End of Report ***



VILLAGE OF ALIX

Tax Trial Balance (Full Listing)

Trial Balance As Of 2023-09-14

Roll # Title Holder Tax Levy Accum. Penalty Out. Penalty Outstanding Current 1 Year 2 Years 3 Years Over 3

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	1,731,638.62	Local Improvement Levy		0.00				
		Additional Tax Levy	0.00	Accumulated Penalty		34,878.52				
				Outstanding Penalty		18,642.71				
		Sub Ledger								
		Current	149,979.40							
		1 Year	42,405.83			3-00-00-00-210	206,656.78			
		2 Years	9,873.58			Totals	<u>206,656.78</u>			
		3 Years	1,963.39							
		Over 3	2,434.58							
		Outstanding	<u>206,656.78</u>							
						Total GL	206,656.78			
						Total SL	206,656.78			
						Proof	<u>0.00</u>			

*** End of Report ***

Village of Alix 2023 Operating Budget

Revenue by Category

Revenue by Category	Budget	% of Total Revenue	YTD (Sept 14/23)
Property Taxes	-\$1,740,703.14	61.05%	-\$1,736,379.67
Franchise Fees	-\$114,500.00	4.02%	-\$83,599.85
Penalties and Fines	-\$55,200.00	1.94%	-\$52,879.63
Interest Earned	-\$70,000.00	2.45%	-\$88,761.40
Sale of Goods and Services	-\$767,100.00	26.90%	-\$714,440.73
Rentals	-\$16,500.00	0.58%	-\$14,702.38
Operating Transfers/Grants	-\$87,384.00	3.06%	-\$218,560.00
TOTAL	-\$2,851,387.14	100.00%	-\$2,909,323.66

NOTE: The following amounts are paid from Property Tax Revenue

Education Tax	\$209,404.84
Seniors Requisition	\$7,592.59
Policing Invoice	\$32,000.00

Expense by Category

Expense by Category	Budget	% of Total Expense	YTD (Sept 14/23)
Wages, Benefits & Remuneration	\$761,600.00	26.71%	\$440,094.32
Memberships, Training & Mileage	\$55,660.00	1.95%	\$35,486.48
Postage, Freight, Phone & Internet	\$34,050.00	1.19%	\$19,946.38
Contracted Services	\$640,660.00	22.47%	\$306,390.79
Utilities	\$177,000.00	6.21%	\$136,452.41
Insurance	\$75,255.00	2.64%	\$75,216.00
Materials, Goods & Supplies	\$319,750.00	11.21%	\$184,056.63
Bank Charges & Debenture Interest	\$87,727.63	3.08%	\$44,462.15
Grants/Donations to other Organizatic	\$86,298.00	3.03%	\$88,041.36
Transfers to Reserves	\$182,545.57	6.40%	\$182,545.57
Requisitions (School, Seniors, Police)	\$249,110.73	8.74%	\$143,195.52
Used to fund Capital Projects	\$181,730.21	6.37%	\$73,701.77
TOTAL	\$2,851,387.14	100.00%	\$1,729,589.38
Budget Surplus / Deficit	\$0.00		-\$1,179,734.28

Village of Alix Operating Budget by Department

Department	2023 Budget	YTD (September 14/23)	Variance (%)
<u>Government Services</u>			
Revenue	-\$1,978,603.14	-\$2,083,863.92	105%
Expense	\$725,640.73	\$465,872.84	64%
Net	-\$1,252,962.41	-\$1,617,991.08	
<u>Protective Services</u>			
Revenue	-\$31,900.00	-\$25,589.51	80%
Expense	\$202,185.00	\$136,850.19	68%
Net	\$170,285.00	\$111,260.68	
<u>Public Works</u>			
Revenue	\$0.00	-\$64,204.36	
Expense	\$478,578.55	\$300,679.77	63%
Net	\$478,578.55	\$236,475.41	
<u>Utilities</u>			
Revenue	-\$733,100.00	-\$549,721.85	75%
Expense	\$799,396.65	\$555,727.24	70%
Net	\$66,296.65	\$6,005.39	
<u>Community Services</u>			
Revenue	-\$47,900.00	-\$42,788.02	89%
Expense	\$136,878.00	\$107,941.85	79%
Net	\$88,978.00	\$65,153.83	
<u>Recreation & Culture</u>			
Revenue	-\$59,884.00	-\$143,156.00	239%
Expense	\$326,978.00	\$162,517.49	50%
Net	\$267,094.00	\$19,361.49	
Total Revenue	-\$2,851,387.14	-\$2,909,323.66	102%
Total Expense	\$2,669,656.93	\$1,729,589.38	65%
Operating \$ for Capital Projects	\$181,730.21	\$181,730.21	
Surplus (deficit)	\$0.00	-\$998,004.07	

Department Headings include the following Municipal Services:

Government Services: Property Taxes
Legislative Services
Administration

Protective Services: Fire Department
First Responders
Emergency Management
Bylaw Enforcement
Policing

Operations: Public Works
Streets

Utilities: Water
Sewer
Garbage
Recycling
Compost

Community Services: FCSS
Cemetery
Planning
Economic Development

Recreation & Culture: Recreation
Arena
Campground
Parks
Nature Trail
Community Hall
Library

Village of Alix Operating Budget: Recreation & Culture

Department	2023 Budget	YTD (September 14/23)	Variance (%)
<u>Recreation</u>			
Revenue	-\$1,418.00	-\$92,380.00	6515%
Expense	\$4,500.00	\$3,500.00	78%
Net	\$3,082.00	-\$88,880.00	
<u>Arena</u>			
Revenue	-\$36,466.00	-\$36,466.00	100%
Expense	\$52,650.00	\$52,689.28	100%
Net	\$16,184.00	\$16,223.28	
<u>Campground</u>			
Revenue	-\$22,000.00	-\$14,310.00	65%
Expense	\$30,300.00	\$20,571.65	68%
Net	\$8,300.00	\$6,261.65	
<u>Parks</u>			
Revenue	\$0.00	\$0.00	
Expense	\$177,230.00	\$44,566.09	25%
Net	\$177,230.00	\$44,566.09	
<u>Nature Trail</u>			
Revenue	\$0.00	\$0.00	
Expense	\$30,790.00	\$15,448.36	50%
Net	\$30,790.00	\$15,448.36	
<u>Community Hall</u>			
Revenue	\$0.00	\$0.00	
Expense	\$10,000.00	\$9,673.43	97%
Net	\$10,000.00	\$9,673.43	
<u>Library</u>			
Revenue	\$0.00	\$0.00	
Expense	\$21,508.00	\$16,068.68	75%
Net	\$21,508.00	\$16,068.68	

NOTE: Recreation Revenue includes Gator Park grant from 2022 (\$90,907 received in 2023)

Arena Revenue is the MSI Operating Grant; Parks Expense includes Lake Project

Village of Alix Operating Budget: Community Services

Department	2023 Budget	YTD (September 14/23)	Variance (%)
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FCSS

Revenue	-\$23,700.00	-\$17,757.75	75%
Expense	\$29,600.00	\$29,826.00	101%
Net	\$5,900.00	\$12,068.25	

Cemetery

Revenue	-\$6,700.00	-\$7,427.89	111%
Expense	\$15,620.00	\$11,034.47	71%
Net	\$8,920.00	\$3,606.58	

Planning

Revenue	-\$1,000.00	-\$2,900.00	290%
Expense	\$13,000.00	\$6,877.24	53%
Net	\$12,000.00	\$3,977.24	

Economic Development

Revenue	-\$16,500.00	-\$14,702.38	89%
Expense	\$78,658.00	\$60,204.14	77%
Net	\$62,158.00	\$45,501.76	

NOTE: Economic Development includes Railway House Revenues & Expenses

Development Revenue: Higher than average number of Development Permits and \$1,400 subdivision rebate

Village of Alix Operating Budget: Utilities

Department	2023 Budget	YTD (September 14/23)	Variance (%)
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Water

Revenue	-\$338,700.00	-\$261,717.37	77%
Expense	\$384,615.20	\$255,462.77	66%
Net	\$45,915.20	-\$6,254.60	

Sewer

Revenue	-\$240,000.00	-\$171,378.41	71%
Expense	\$266,411.45	\$219,374.89	82%
Net	\$26,411.45	\$47,996.48	

Garbage

Revenue	-\$154,400.00	-\$116,626.07	76%
Expense	\$148,370.00	\$80,889.58	55%
Net	-\$6,030.00	-\$35,736.49	

Village of Alix Operating Budget: Public Works

Department	2023 Budget	YTD (September 14/23)	Variance (%)
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Public Works

Revenue	\$0.00	-\$50,185.00	
Expense	\$205,578.55	\$142,088.56	69%
Net	\$205,578.55	\$91,903.56	

Streets

Revenue	\$0.00	-\$14,019.36	
Expense	\$273,000.00	\$158,591.21	58%
Net	\$273,000.00	\$144,571.85	

Village of Alix Operating Budget: Protective Services

Department	2023 Budget	YTD (September 14/23)	Variance (%)
<u>Fire Department</u>			
Revenue	-\$20,000.00	-\$16,052.72	80%
Expense	\$69,950.00	\$51,233.09	73%
Net	\$49,950.00	\$35,180.37	
<u>First Responders</u>			
Revenue	-\$800.00	-\$450.64	56%
Expense	\$10,025.00	\$11,146.86	111%
Net	\$9,225.00	\$10,696.22	
<u>Emergency Management</u>			
Revenue	-\$2,500.00	-\$681.53	27%
Expense	\$12,000.00	\$7,623.81	64%
Net	\$9,500.00	\$6,942.28	
<u>Bylaw Enforcement</u>			
Revenue	-\$3,600.00	-\$3,965.00	110%
Expense	\$78,210.00	\$35,747.43	46%
Net	\$74,610.00	\$31,782.43	
<u>Policing</u>			
Revenue	-\$5,000.00	-\$4,439.62	89%
Expense	\$32,000.00	\$31,099.00	97%
Net	\$27,000.00	\$26,659.38	

NOTE: First Response expenses include pay out of prior year Fire Protection Charges according to Policy #42

Bylaw Enforcement expenses include Peace Officer & Cybrus contract as well as security camera costs

Village of Alix Operating Budget: Government Services

Department	2023 Budget	YTD (September 14/23)	Variance (%)
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Taxes

Revenue	-\$1,740,703.14	-\$1,736,379.67	100%
Expenses	\$217,110.73	\$112,096.52	52%
Net	<u><u>-\$1,523,592.41</u></u>	<u><u>-\$1,624,283.15</u></u>	

Legislative

Revenue	-\$600.00	-\$610.20	102%
Expenses	\$48,400.00	\$34,757.30	72%
Net	<u><u>\$47,800.00</u></u>	<u><u>\$34,147.10</u></u>	

Administration

Revenue	-\$237,300.00	-\$346,874.05	146%
Expenses	\$460,130.00	\$319,019.02	69%
Net	<u><u>\$222,830.00</u></u>	<u><u>-\$27,855.03</u></u>	

NOTE: Tax Revenue is billed through the system all at once. Tax expenses include School & Seniors requisitions. Under Administration Revenue, we are currently holding funds from sale of a tax recovery property to forward to Canada Revenue Agency.

**Lacombe Foundation
Regular Board Meeting
December 5, 2022**

Meeting called to Order at 1:15 pm

Financials

- Rental income continues to be lower than anticipated, however we are still being compensated for some of the shortfall by the Provincial government.
- We are receiving a subsidy for utilities - \$100 per unit for the lodges.
- Insurance costs are higher than expected.
- No major expenses in maintenance
- Wages are slightly lower; the Managers position in Eckville is still vacant.
- Affordable Housing occupancy has remained strong.
- The Lacombe Foundation bus is in dire need of new tires. Funds will be used from the Deferred Contribution – Bus Fund.

CAO Report

COVID-19

Currently no outbreaks

We are still receiving funding; no word on when it will be discontinued.

Immunizations are being offered to residents and staff.

Union Negotiations

Negotiations have been completed and ratified. The new agreement will be in place until December 2024.

Budget

With the lower occupancy rates and higher insurance and utilities Lacombe Foundation will be running at a deficit. The Bethany Group has also increased their Admin. Fee by 7%. We expect a shortfall of \$35,751. Last year we used our reserves to cover the shortfall. This year we will increase the municipal requisition. It should be noted, the requisition has not been increased since 2012. This will work out to be about a 1% increase; for Alix this will be about \$.90 per resident. This will also mean that no funds will go into the reserve for the new lodge.

Meeting adjourned at 3:15 pm

**Lacombe Foundation
Regular Board Meeting
May 15, 2023**

Meeting was Called to Order at 1:11 pm

Correspondence

The City of Lacombe sent a letter to the Minister of Seniors, Community and Social Service advocating for the proposed Lodge Replacement Project.

Financials

The Lodges continue to have lower occupancies.

Bank interests are good, the savings account is receiving the same interest as out 1 yr GIC.

We are still receiving COVID Funding from the government; the program is scheduled to end in June, but rumor has it that it will continue.

CAO Report

Lacombe Lodge had a Norovirus outbreak that affected 45+ residents.

It has been hard to fill the HCA positions; ads have been placed in the Western Star as well as at the local HCA schools.

The residents were given a survey; results will be submitted at the next Board meeting.

Business Plan June 30, 2023 Submission

Total Capital Maintenance Requests - \$3,839,325

Lodge Redevelopment Project

The Bethany Group met with two consultants. The first indicated that he is currently under with Sylvan Lake Housing Foundation and felt there would be a perceived conflict of interest. The second consultant has over 25 years' experience in real estate, asset management and projects. The cost to hire this consultant would be about \$15,000.

Closed Meeting

A closed meeting was held by the Lacombe Foundation Board.

Meeting adjourned at 3:45 pm

**Lacombe Foundation
Regular Board Meeting
June 19, 2023**

Meeting was Called to Order at 1:06 pm

Correspondence

Continuous masking was cancelled by the AHS on June 19,2023.

Financials

Vacancies continue in the Lodges.

Meals on Wheels continues to be steady and has added to the income.

No major expenses in maintenance

Occupancy is steady in low-income housing.

Lakeview Manor is at 100% occupancy.

COVID Funding ends June 30th. A \$2.00 top up for HCA wages will continue.

CAO Report

Jason Nixon is the Minister of Seniors, Community and Social Services

We are currently fully staffed at the Lodges.

Lacombe Lodge hosted a BBQ for seniors week. Over 200 attended.

A letter was sent to Minister Nixon congratulating him on his appointment and advocating for the Lodge Redevelopment Project. Admin is hoping to schedule a meeting with Minister Nixon in August.

Business Plan

The Capital Maintenance Request for the Lacombe Lodge is now at \$4,225,000 and for the Parkview Manor (owned by the government) is at \$1,705,000.

The Business Plan was approved by the Board and will be submitted before June 30, 2023

There will be an education session on September 11, 2023. Next regular board meeting will be held in Eckville September 25th.

Lacombe Foundation
Special Meeting – Lacombe Lodge Redevelopment
February 27, 2023

Meeting was Called to Order at 1:05 pm

It has come to the attention of several Board members that proposed Lacombe Lodge redevelopment is not being considered by Alberta Seniors and Housing. The initial project request was submitted in June 2019. The cost of the project is currently estimated at \$49,205,975 over 5 phases (using 7.5% inflation from the original estimate). Lacombe Foundation currently has \$2,272,966 in Restricted Reserves. Capital Maintenance costs estimated for the Lodge as of June 2021 are \$3,328,125 all of which are assessed as critical need.

Current State

This project requires a coordinated effort with the Ministry as it involves assets owned by the Alberta Social Housing Corporation. While The Bethany Group has been investigating grant opportunities, there seems to be a gap with eligibility of lodge replacement in current grant offerings, and ability to apply for assets not owned by the Lacombe Foundation.

Discussions included hiring a consultant to find grant money or to lobby the government on our behalf. It was also discussed that we need to start an advocacy campaign to promote the lodge, especially considering the upcoming election. It was also suggested that the Red Tape people should be contacted.

The Board did express their displeasure with The Bethany Group and the fact that nothing has been done in the past 3 years except include the Project in our business plan every year; nothing has been followed up.

Meeting adjourned at 3:30 pm

**Parkland Regional Library System
Regular Board Meeting
February 23, 2023
Held via ZOOM**

The meeting was called to order at 10:00 am

Request to Amend the Parkland Master Agreement – Population Invoicing

Letters were received from:

Mountain View County

Town of Olds

Town of Didsbury

Town of Carstairs

Camrose County

City of Camrose

Town of Sylvan Lake

The members presented their proposal to amend the Master Agreement so that the requisition invoicing would use the same population figures as the Government uses to grant funding

Motion was defeated 21/17

Approval of the 2022 Annual Reports

The annual report for PRL was presented and approved.

Annual reports for Outlet Libraries governed by PRL were presented and approved.

Advocacy Committee

Gord Lawlor was re-elected Committee Chair

Norma Penney was re-elected Vice Chair

The Advocacy Committee presented the Return-on-Investment documents for each member library; it is felt this is a valuable document to present to municipalities.

Work will concentrate on the upcoming election.

Long Service Awards were presented to staff.

Meeting adjourned at 11:50 am

**Parkland Regional Library
Regular Board Meeting
May 18, 2023**

The meeting was Called to Order at 10:10 at the PRL office in Lacombe.

Financials

The Auditors presented the audit for 2022. Audit was approved as presented.

Discussion was held regarding the 2024 Budget/Requisition. The increase in Government funding of 5% does not do much when the inflation since the last increase is at 28%. A committee was formed to work on the new salary grid for the PRL employees. Dr. Margaret Law was hired to review the salary grid; she recommended the grid be reduced from 15 steps to 7. The Board approved the change, now we must figure out how to implement the changes. Councilor Gilliat is part of the wage review committee.

ALTA Representative

The PRL representative on the Alberta Library Trustees Association gave his resignation after 5 years on the committee. Nominations of volunteers were requested to fill this position. Barb Gilliat of Alix volunteered to be the new representative.

Marketing

Planning is ongoing for the celebration for PRL's 60th anniversary in 2024.

Meeting was adjourned at 12:10 pm



Village of Alix

2022 Return on Investment

Your Membership

Total Financial Benefits

\$121,094.38

Return on Investment

\$1.00 = \$18.18

Based on a population of **779**, the cost of membership to Parkland Regional Library System for the Village of Alix was **\$6,660.45** in 2022.

The **direct financial return** as a result of membership to Parkland Regional Library System to Alix Public Library:

2022 materials allotment	\$ 880.27
Rural Library Services Grant	\$4,539.90
Allotment from Lacombe County	<u>\$ 913.04</u>
TOTAL	\$6,333.21

Cost benefits of PRLS services

Technology Savings to Alix Public Library:

Computers for library use	\$ 0.00
Software & Licensing	\$2,433.07
SuperNet connection	<u>\$6,483.60</u>
TOTAL	\$8,916.67

Resource Sharing Savings to Alix Public Library:

Items borrowed from other libraries	3,395 @\$15.82	\$53,708.90
Digital items borrowed from PRLS	1,496 @\$34.85	<u>\$52,135.60</u>
TOTAL		\$105,844.50

Combined Savings

\$114,761.17

System Membership Benefits:

- 599,120 items in the system collection
- eBooks, eAudiobooks, and eMagazines, plus shared eBooks from 4 other regional systems
- Access to 14 subscription online resources, including:
 - *Ancestry Library Edition*, a popular genealogical research resource.
 - *Consumer Reports* for thorough consumer product information.
 - *Grant Connect*, linking Canadian charities with funding programs.
 - *PressReader*, offering access to newspapers and magazines.
 - *Overdrive and Libby*, eBooks and eAudiobooks available on desktop or via app.
- Hosted and managed website with 24/7 technical support
- 40% bulk discount on library books purchased through Parkland
- Cataloguing and shelf-ready processing of purchased and donated library materials
- Library supplies (library cards, barcodes, etc.) included
- Shared regional specialty collections including:
 - Large print books
 - Audiobooks
 - Program kits (book-based, tech-based, gaming, virtual reality)
 - Gaming equipment & promotional items
 - Cooperative Collection
- Access to library collections across Alberta (in-person and through interlibrary lending) and throughout Canada through ME Libraries and the TAL program
- Alternate format collections for visually impaired and print disabled
- Weekly or bi-weekly delivery of library materials
- Postal reimbursement
- Professional library expertise (consulting services) and shared regional knowledge
- Specialized training for library staff and trustees

1 Lacombe County assigned a rural population of 818 to the Village of Alix

CAO REPORT OCTOBER 2023

1. Asset Retirement Obligations (ARO)– PS 3280 is a new Public Sector Accounting requirement in effect that will affect our 2023 audit process. “An ARO is a legal obligation associated with the retirement of a tangible capital asset. Primary examples of an ARO include removal of asbestos, removal of storage tank, wastewater or sewage treatment facilities, and closure/post closure liabilities relating to landfill sites.” Please see attached ARO fact sheet from BDO attached. There has been little to no support or resources to help municipalities prepare for this new requirement. The Government Finance Officers Association of Alberta has teamed up with Deloitte to offer facilitated working groups that will provide all templates and get participants to an ‘audit ready’ status. The cost of participating in this opportunity is \$5,750 for a municipality of our size. Council may see a minor cost overrun related to audit expenses at year end due to our participation, however, audit costs would likely be much higher if we don’t do the steps to comply with PS 3280 before the audit begins.
2. Equalized Assessment (EA) – Municipal Affairs has released the new Equalized Assessment figures. Here is an excerpt from the Guide to Equalized Assessment in Alberta provided online by Municipal Affairs: *“Property assessment is used as the basis on which to requisition property taxes from all or a number of municipalities for the financial support of several regional and provincial programs. Equalized assessment is a process that levels the playing field for municipalities so that property tax requisitions and grants can be fairly allocated. Just as property owners pay taxes in proportion to the value of the property they own, municipalities are required to contribute to the provincial education and other requisitions based on the proportion of assessment within their jurisdictions. Equalized assessments are used to determine the specific contributions to be made by each municipality, and they are also used in formulas for provincial grants to municipalities.”* **Since last year our Residential EA has increased by 6.19%, Non-residential has decreased by 0.68% and Machinery and Equipment has increased by 6.21%.** These numbers reflect a number of new homes in the community as well as improvements made to industrial properties.
3. Emergency Management – DEM Janene Anderson chaired the Village of Alix Emergency Management Agency meeting on September 13th. There is also a requirement to have a minimum of 1 meeting per year for the Village of Alix Emergency Management COMMITTEE as well. The Committee is made up of all members of Council and is scheduled for 5:30 on October 4th – just before the next regular Council meeting.

4. Organizational Meeting – In compliance with the MGA, the annual Organizational Meeting is scheduled for 5:30 on October 18, 2023.

Section PS 3280 - Asset Retirement Obligations

Effective Date
Fiscal years beginning on or after April 1, 2022

SCOPE

Applies to:

- Legal obligations, including obligations created by promissory estoppel, associated with the retirement of a tangible capital asset resulting from its acquisition, construction, development, or normal use.
- Asset retirement obligations can be associated with tangible capital assets, controlled by a public sector entity that are in productive use and those no longer in productive use.

Does not apply to costs:

- To acquire, construct or develop the related tangible capital asset, its replacement and maintenance. Nor to the impairment of tangible capital assets (see Section PS 3150, *Tangible Capital Assets*);
- Related to remediation of contaminated sites, which are covered in Section PS 3260, *Liability for Contaminated Sites*;
- Related to the improper use of a tangible capital asset;
- Related to activities necessary to prepare a tangible capital asset for an alternative use;
- Resulting from an unexpected event such as unexpected contamination;
- Related to obligations created by waste or by products produced by a tangible capital asset such as sewage waste; and
- That arise solely from a plan to sell or otherwise dispose of a tangible capital asset.

ASSET RETIREMENT OBLIGATION
A legal obligation associated with the retirement of a tangible capital asset.

RECOGNITION

- A liability for an asset retirement obligation must be recognized when, as at the financial reporting date, all of the following criteria are met:
- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

LEGAL OBLIGATION

- A legal obligation establishes a clear duty or responsibility to another party that justifies recognition of a liability. A legal obligation can result from:
 - Agreements or contracts;
 - Legislation of another government;
 - A government's own legislation; or
 - A promise conveyed to a third party that imposes a reasonable expectation of performance upon the promisor under the doctrine of promissory estoppel.

PAST TRANSACTION OR EVENT

- A liability for an asset retirement obligation can be incurred due to:
 - The acquisition, construction or development of a tangible capital asset;
 - Normal use of a tangible capital asset.
- It is the acquisition, construction, development or use of the tangible capital asset, not the existence of the contract, agreement, legislation or other legally enforceable right, that is the obligating event.
- An entity is not relieved from recognizing an asset retirement obligation if it is able to postpone incurring the retirement costs. The obligation event occurs when the asset is acquired.
- If an asset that was not previously required to be retired due to new legislation, an asset retirement obligation would be created. This obligation would not be reported as a prior period adjustment, since new legislation is a current period event.

RECOGNITION AND ALLOCATION OF ASSET RETIREMENT COSTS

- Upon initial recognition of a liability for an asset retirement obligation, a public sector entity must recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability.
- The asset retirement cost must be expensed in a rational and systematic manner over the useful life of the tangible capital asset (or a component thereof).



RECOGNITION AND ALLOCATION OF ASSET RETIREMENT COSTS (CONTINUED)

OBLIGATIONS ASSOCIATED WITH FULLY AMORTIZED TANGIBLE CAPITAL ASSETS

- An asset retirement obligation may exist for a fully amortized tangible capital asset that is still in productive use. Even though the asset is fully amortized, its cost basis exists and the liability for an asset retirement obligation related to the initial acquisition, construction or development of the asset would increase its cost base.
- The costs would be amortized to expense over the revised estimate of the remaining useful life.

OBLIGATIONS ASSOCIATED WITH UNRECOGNIZED TANGIBLE CAPITAL ASSETS

When an asset retirement obligation arises in connection with a tangible capital asset that is not recognized in an entity's financial statements, the asset retirement cost is expensed, since there is no cost basis of the underlying asset to which the asset retirement cost can be attached.

OBLIGATIONS ASSOCIATED WITH TANGIBLE CAPITAL ASSETS NO LONGER IN PRODUCTIVE USE

If an asset retirement obligation arises for a tangible capital asset that is no longer in productive use, the asset retirement costs would be expensed, since there is no longer any period of future benefit associated with the costs.

MEASUREMENT

INITIAL MEASUREMENT

- Measurement of a liability for an asset retirement obligation should result in the best estimate of the amount required to retire a tangible capital asset (or component thereof) at the financial statement date.
- The estimate of the liability should include costs directly attributable to asset retirement activities. Such costs would include:
 - Post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset; and
 - Costs of tangible capital assets acquired as part of asset retirement activities to the extent those assets have no alternative use.
- The liability would be estimated based on information that is available at the financial statement date.

SUBSEQUENT MEASUREMENT

- The carrying amount of a liability for an asset retirement obligation is reconsidered at each financial reporting date.
- In periods subsequent to initial measurement, a public sector entity must recognize period to period changes in a liability:
 - Resulting from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate, as part of the cost of the related tangible capital asset; and
 - Resulting from the passage of time as an accretion expense.
- The revised carrying amount of the related tangible capital (or component thereof) should be amortized in a rational and systematic manner on a go-forward basis.
- Once the tangible capital asset (or component thereof) is no longer in productive use, all subsequent changes in the estimate of the liability for asset retirement obligations should be recognized as an expense in the period they are incurred.
- A liability for an asset retirement obligation continues to be recognized until it is settled or otherwise extinguished.

MEASUREMENT UNCERTAINTY

- In some cases, the settlement date for an asset retirement obligation may not be known. Uncertainty about the timing and amount of settlement does not remove the obligation, but affects its measurement.

RECOVERIES

- A recovery related to an asset retirement obligation must be recognized when:
 - The recovery can be appropriately measured;
 - A reasonable estimate of the amount can be made; and
 - It is expected that future economic benefits will be obtained.
- A recovery cannot be netted against the liability.
- A contingent recovery would be disclosed in accordance with Section PS 3320, *Contingent Assets*.

Alix Wagon Wheel Museum
Box 245
Alix, AB T0C 0B0

September 8, 2023

Village of Alix
Box 87
Alix, AB T0C 0B0

Dear Councillors:

Our museum Board and members really appreciated Councillor Cole's attendance in May at the reopening of our Parlby Exhibit on behalf of the Village. The new exhibit has been a draw for visitors from different areas of the province. We would be happy to host a visit of the entire council, CEO and others after one of your regular council meetings in the near future. Just let me know when you would be interested in coming and I will set it up.

We very much appreciate that you budget to support our museum each year and hope that we can continue to count on your support in the future. It has been wonderful to see our visitorship numbers surpass our pre-Covid numbers this summer season and it was great to again see school classes visit in June for the first time since 2020. We have enjoyed having visits from the Daycare and Resource Centre as well.

Recently, I had a call from a lady who grew up in Alix telling me how much she and seventeen members of her family enjoyed visiting the museum this summer, learning the history of Alix and seeing artifacts that had belonged to their family. We are happy and proud to be one of the attractions that bring people to Alix and with your support will continue to do so in the future.

Sincerely,

A handwritten signature in cursive script that reads "Donna Peterson".

Donna Peterson
President
Alix Wagon Wheel Museum

