





**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, September 18, 2024, at 6:00 P.M.

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

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 #174/24: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda with the following amendment:

Add: New Business: (c) Alberta Community Partnership Grant

CARRIED

Minutes: a) Regular Meeting – September 4, 2024

Resolution #175/24: Moved by Councillor T. Besuijen that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, September 4, 2024, be accepted as presented.

CARRIED

Delegation: a) Mr. Chris Burt and Ms. Paula Kot, Fortis Alberta Wildfire Presentation

Mr. Chris Burt and Ms. Paula Kot representing Fortis Alberta entered the meeting at 6:02 P.M.

Councillor Cole left the meeting at 6:51 P.M.

Mr. Burt and Ms. Kot retired from the meeting at 7:02 P.M.

Councillor Cole re-entered the meeting at 7:04 P.M.

Bylaws: None

Unfinished Business: None

New Business: a) Draft Strategic Plan - Request for Decision 24-42

Resolution #176/24: Moved by Councillor J. Besuijen that the Village of Alix Council approves the updated Village of Alix 2022 – 2025 Strategic Plan as presented.

CARRIED

b) Handling of Public Concerns – Policy No. 4 – Request for Decision 24-43

Resolution #177/24: Moved by Councillor T. Besuijen that the Village of Alix Council hereby directs administration to amend Policy No. 4, Handling Public Concerns (Complaints) as follows:

Remove “any concerns which can not be handled internally to be forwarded to Council.” and replace it with “any concerns which can not be handled internally may be outsourced to an appropriate external service provider.”

Remove "Administration shall forward a report at least bi-monthly to Council of all concerns and the action taken."

CARRIED

(c) Alberta Community Partnership Grant

Resolution #178/24: Moved by Councillor Gilliat that the Village of Alix Council hereby resolves to make application to the Alberta Community Partnership grant for the purpose of completing an Infrastructure Master Plan, and further, that the Village of Alix will be the managing municipality in partnership with Lacombe County on the project.

CARRIED

Financial Reports: a) Accounts Payable Cheque Listing – August 6 – September 6, 2024  
b) Tax Trial Balance – September 12, 2024

Resolution #179/24: Moved by Councillor J. Besuijen that the Village of Alix Council hereby accept the Financial Reports as presented.

CARRIED

Committee Reports: a) Royal Canadian Mounted Police Community Group Meeting – Councillor Cole  
b) Highway 12/21 Regional Water Services Commission – Councillor J. Besuijen  
c) Parkland Community Planning Services Annual General Meeting – Councillor J. Besuijen

Resolution #180/24: Moved by Councillor T. Besuijen that the Village of Alix Council accept the Committee Reports as presented.

CARRIED

Administrative Reports: None

Correspondence and Information: a) Ric McIver, Minister of Alberta Municipal Affairs – 2025 Fire Services Training Program Grant  
b) Alix MAC School Council – Funding Request

Resolution #181/24: Moved by Councillor Gilliat that Correspondence Items (a) and (b) be accepted as information.

CARRIED

Closed Meeting: None

Adjournment:

Resolution #182/24: Moved by Councillor Cole that this Regular Meeting of the Village of Alix Council be adjourned at 7:40 P.M.

CARRIED

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# ADMINISTRATION REPORT

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**Date:** September 19, 2024 RFD 24-45  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** PRL budget

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1. **PURPOSE** – To review and approve (or not) the Parkland Regional Library budget.
2. **BACKGROUND** – Parkland Regional Library (PRL) requires a Council resolution regarding their budget proposal each year.
3. **OPTIONS** –
  1. To approve the proposed 2025 Parkland Regional Library budget.
  2. To make the resolution below and defeat it, thereby not approving the proposed budget.
4. **DISCUSSION** – The Parkland Regional Library (PRL) information attached includes Notes that highlight the proposed changes for the 2025 year.
5. **FINANCIAL IMPLICATIONS** – The proposed PRL budget has a sixty three cent per capita increase to the municipal requisition. This would mean going from \$9.18 to \$9.81 per person.

For 2024, the requisition was \$7,665.30 (Population of 835 x \$9.18)  
The 2025 requisition would be \$7,592.94 (Population of 774 x \$9.81)

Overall PRL expenses are expected to increase by 1.9% in 2025. This compares to the current rate of inflation of approx. 2.7%.

6. **LEGAL** – Parkland Regional Library requires a Council resolution regarding their budget proposal each year.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – The small reduction in requisition for 2025 is a reflection of how far off Treasury Board population estimates were for Alix.

The Municipal Affairs Population list being used by PRL for the 2025 requisition does not reflect our Municipal Census population of 781 because our 2024 census submission has not been verified by Municipal Affairs yet.

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

“that the Village of Alix Council hereby approves the proposed Parkland Regional Library Board 2025 budget as presented.”

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Author





# Proposed BUDGET 2025

# PARKLAND REGIONAL LIBRARY SYSTEM

## Proposed 2025 Budget

### Salaries with staff added to new grid

	Present Budget	Proposed Budget
	2024	2025
<b>Income</b>		
1.1	1,045,242	1,045,242
1.2	156,647	156,647
1.3	2,123,362	2,178,075
1.4	452,928	452,928
1.5	50,000	67,500
<b>TOTAL Income</b>	<b>3,828,179</b>	<b>3,900,392</b>
<b>Support Materials &amp; Services Direct to Libraries</b>		
2.1	452,928	452,928
2.2	262,277	251,794
2.3	231,308	236,627
2.4	30,000	30,000
2.5	66,050	66,850
2.6	84,756	84,756
2.7	1,200	1,200
2.8	8,820	11,025
2.9	6,530	6,700
2.10	20,000	20,000
2.11	69,391	66,608
2.12	800	800
2.13	1,000	1,000
2.14	2,300	2,300
2.15	19,000	19,000
2.16	56,000	58,000
2.17	14,000	14,000
<b>PRL Circulating Collections</b>		
2.18	5,000	5,000
2.19	67,500	75,000
2.20	12,000	12,000
2.21	5,000	5,000
2.22	2,600	2,600
<b>TOTAL Support Materials &amp; Services Direct to Libraries</b>	<b>1,418,460</b>	<b>1,423,188</b>
<b>Cost of Services</b>		
3.1	21,000	25,000
3.2	1,700	1,500
3.3	4,700	4,700
3.4	23,500	27,250
3.5	13,000	13,000
3.6	25,000	26,500
3.7	36,500	37,600
3.8	4,000	4,000
3.9	1,777,903	1,828,510
3.10	376,916	387,644
3.11	20,000	20,000
3.12	29,000	29,000
3.13	8,500	9,000
3.14	8,000	3,500
3.15	26,000	26,000
3.16	34,000	34,000
<b>TOTAL Cost of Services</b>	<b>2,409,719</b>	<b>2,477,204</b>
<b>TOTAL Expenses (library materials &amp; cost of service)</b>	<b>3,828,179</b>	<b>3,900,392</b>
<b>Surplus/Deficit</b>	<b>0</b>	<b>0</b>
<b>AMOUNT PER CAPITA REQUISITION</b>	<b>9.18</b>	<b>9.81</b>

**Points within the budget to note include:**

- Overall, expenditures are anticipated to increase by 1.9% in 2025.
- For 2025, twenty-one expense lines are projected to remain unchanged from 2024, thirteen will see increases, and four will decrease.
- Now that they are being updated, switching back to Municipal Affairs Population Lists instead of the Treasury Board Estimates for invoicing municipalities resulted in a drop of 9,277 population which Parkland will no longer invoice on. Other systems are also facing a drop in the populations they are invoicing on for the same reason.
- Reduced population figures mean the *Allotment Funds Issued to Libraries* and *Member Library Computer Allotment* lines (lines 2.2 and 2.11 respectively) have also been reduced.
- To balance the budget, it will be necessary to increase the municipal requisition/levy by sixty-three cents. Had it been appropriate for Parkland to continue using the population figures supplied by the Treasury Board, the 2025 requisition would have been between forty and forty-one cents per capita lower.
- A new board approved salary grid will be implemented by putting staff on the grid at the nearest point to where they are currently located. No COLA was added, nor were step increases. The increase to the salary line equals approximately 2.8%.
- Internet connection fees have been increased slightly due to demands from member libraries (line 2.8)
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand (line 2.19)
- Audit fees have increased because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider. For 2025, audit fees are estimated (line 3.1).
- Building Maintenance fees are up primarily due to the cost of maintaining the elevator in Parkland's headquarters (line 3.4).
- The travel line (line 3.14) has continued to drop over the years. Since Parkland started running two staff vehicles, mileage reimbursement has dropped considerably. Also, a number of food items which had been charged against the budget line are now being expended against the Workshop/Training expense line (line 2.17) when food is purchased for events for member libraries or member library staff.

Provincial grants amount to approximately 42.4% of PRLS' total income (line 1.1, 1.2, 1.4).

At the end of the budget documents, you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve with expenditures estimated to be valued at \$250,400. This includes a Fortigate hardware upgrade project for libraries which is necessary to maintain stable SuperNet connections.

By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Included is a "Return on Municipal Levy" document based on the projected budget comparing the amount of requisition/municipal levy to items of direct financial benefit to member libraries. Based on budget amounts, an equivalent of 92% of the 2025 levy is returned in tangible form. This return is before considering services provided by Parkland or taking into account the costs of running the Parkland system headquarters.

Also included is a document comparing the change in requisition paid by each municipality in 2024 and 2025.

# Parkland Regional Library System



## Return on Municipal Levy

Based on 2025 Budgeted Amounts **2025**

Materials Allotment for Libraries	(Books, DVD's, Audiobooks, etc.)	\$251,794
Rural Library Services Grant		\$452,928
Cooperative Collection Fund		\$30,000
Technology	(Hardware— budget plus reserves)	\$272,608
Postage	(Reimbursement for Interlibrary Loan)	\$2,300
Software	(For computers, ILS, etc.)	\$236,627
Rotating Collections	(Large Print, Audiobooks, Programming Kits, etc.)	\$22,000
Internet	(Connectivity provided to member libraries)	\$11,025
eContent	(Platforms & Purchases of eBooks, eAudiobooks, etc.)	\$141,850
Vehicle Expense	(Ongoing budgeted expenses only—no new vans)	\$58,000
Marketing/Advocacy		\$20,000
Workshop/Training		\$14,000
Cataloguing Supplies		\$25,700
Contribution to Outlet Libraries*		\$800
Materials Discount	(41% in 2023)	\$115,536
SuperNet	(Fiber Optic connection provided by GOA to system members)	\$370,022
<b>Sub-Total</b>		<b>\$2,025,190</b>
<b>Requisition</b>		<b>\$2,178,075</b>
<b>Difference Between Levy &amp; Direct Return</b>		<b>92%</b>
		<b>\$152,885</b>

\*\$200 each for Brownfield, Nordegg, Spruce View, and Water Valley Libraries

**Parkland Regional Library System**  
**Requisition Comparison for 2024 to 2025**

Municipality	2024		2025		Requisition increase or decrease 2024 to 2025
	Treasury Board Population Estimates 2022		Municipal Affairs Population Lists 2023		
	Billing population	per Capita rate \$9.18	Billing population	per Capita rate \$9.81	
1 Village of Alix	835	7,665.30	774	7,692.94	(72.36)
2 Village of Alliance	150	1,377.00	166	1,628.46	251.46
3 Village of Amisk	198	1,817.64	219	2,148.39	330.75
4 Town of Bashaw	778	7,142.04	848	8,318.88	1,176.84
5 Village of Bawif	425	3,901.50	412	4,041.72	140.22
6 Town of Bentley	1,037	9,519.66	1,042	10,222.02	702.36
7 Village of Big Valley	341	3,130.38	331	3,247.11	116.73
8 SV of Birchcliff	145	1,331.10	211	2,069.91	738.81
9 Village of Bittern Lake	234	2,148.12	216	2,118.96	(29.16)
10 Town of Blackfalds	11,962	109,811.16	10,470	102,710.70	(7,100.46)
11 Town of Bowden	1,271	11,667.78	1,280	12,556.80	889.02
12 City of Camrose	19,847	182,195.46	18,772	184,163.32	1,957.86
13 Camrose County	9,208	84,529.44	8,504	83,424.24	(1,105.20)
14 Village of Caroline	464	4,259.52	470	4,610.70	351.18
15 Town of Carstairs	4,988	45,789.84	4,898	48,049.38	2,259.54
16 Town of Castor	881	8,087.58	803	7,877.43	(210.15)
17 Clearwater County	12,099	111,068.82	11,865	116,395.65	5,326.83
18 Village of Clive	823	7,555.14	775	7,602.75	47.61
19 Town of Coronation	905	8,307.90	868	8,515.08	207.18
20 Village of Cremona	452	4,149.36	437	4,286.97	137.61
21 Village of Czar	230	2,111.40	248	2,432.88	321.48
22 Town of Daysland	810	7,435.80	789	7,740.09	304.29
23 Village of Delburne	889	8,161.02	919	9,015.39	854.37
24 Town of Didsbury	5,092	46,744.56	5,070	49,736.70	2,992.14
25 Village of Donalda	207	1,900.26	226	2,217.06	316.80
26 Town of Eckville	1,158	10,630.44	1,014	9,947.34	(683.10)
27 Village of Edberg	152	1,395.36	126	1,236.06	(159.30)
28 Village of Elnora	291	2,611.38	288	2,825.28	153.90
29 Flagstaff County	3,614	33,176.52	3,694	36,238.14	3,061.62
30 Village of Forestburg	928	8,519.04	807	7,916.67	(602.37)
31 SV of Gull Lake	202	1,854.36	226	2,217.06	362.70
32 SV of Half Moon Bay	35	321.30	65	637.65	316.35
33 Town of Hardisty	465	4,268.70	548	5,375.88	1,107.18
34 Village of Hay Lakes	525	4,819.50	456	4,473.36	(346.14)
35 Village of Heisler	157	1,441.26	135	1,324.35	(116.91)
36 Village of Hughenden	230	2,111.40	213	2,089.53	(21.87)
37 Town of Innisfail	7,672	70,428.96	7,985	78,332.85	7,903.89
38 SV of Jarvis Bay	219	2,010.42	213	2,089.53	79.11
39 Town of Killam	844	7,747.92	918	9,005.58	1,257.66
40 City of Lacombe	14,229	130,622.22	14,258	139,870.98	9,248.76
41 Lacombe County	10,807	99,208.26	10,283	100,876.23	1,667.97
42 Village of Lougheed	281	2,679.58	225	2,207.25	(372.33)
43 Mountain View County	13,877	127,390.86	12,981	127,343.61	(47.25)
44 SV of Norglenwold	275	2,524.50	306	3,001.86	477.36
45 Town of Olds	9,567	87,826.06	9,209	90,340.29	2,515.23
46 Paintearth County	2,138	19,626.84	1,990	19,521.90	(104.94)
47 SV of Parkland Beach	154	1,413.72	168	1,648.08	234.36
48 Town of Penhold	3,928	36,059.04	3,484	34,178.04	(1,881.00)
49 Town of Ponoka	7,518	69,015.24	7,331	71,917.11	2,901.87
50 Ponoka County	10,372	95,214.96	9,998	98,080.38	2,865.42
51 Town of Provost	1,870	17,166.60	1,900	18,639.00	1,472.40
52 MD Provost	2,183	20,039.94	2,071	20,316.51	276.57
53 Red Deer County	21,930	201,317.40	19,933	195,542.73	(5,774.67)
54 Town of Rimbey	2,625	24,097.50	2,470	24,230.70	133.20
55 SV of Rochon Sands	79	725.22	97	951.57	226.35
56 Town of Rocky Mtn. House	6,603	60,615.54	6,765	66,364.65	5,749.11
57 Village of Rosalind	184	1,689.12	162	1,589.22	(99.90)
58 Village of Sedgewick	816	7,490.88	761	7,465.41	(25.47)
59 Town of Stetter	5,752	52,803.36	5,695	55,867.95	3,064.59
60 Stettler County	5,777	53,032.86	5,666	55,583.46	2,550.60
61 SV of Sunbreaker Cove	94	862.92	131	1,285.11	422.19
62 Town of Sundre	2,544	23,353.92	2,672	26,212.32	2,858.40
63 Town of Sylvan Lake	16,802	154,242.36	15,995	156,910.95	2,668.59
64 SV of White Sands	135	1,239.30	174	1,706.94	467.64
	231,303	2,123,361.64	222,026	2,178,076.06	54,713.52 TOTAL

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# ADMINISTRATION REPORT

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**Date:** September 19, 2024                      RFD 24-46  
**Memo To:** Village Council  
**From:** Michelle White  
**Subject:** Resident Tax Request

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1. **PURPOSE** – To advise Council of a resident request to waive a portion of property taxes on Lot Y; Plan 1443CL – Vacant Farmland.
2. **BACKGROUND** – There are two parcels of property on one land title that straddle Highway 12 (see attached map) zoned Urban Reserve. These properties are on the boundary between the Village and the County and currently used for agricultural purposes. They are un-serviced and the piece north of Hwy 12 could be considered unable to be serviced by municipal water /wastewater.
3. **OPTIONS** –
  1. To keep the minimum property tax levy in place for this property
  2. To waive a portion of the municipal taxes
4. **DISCUSSION** – These pieces of land were all part of one farm residence at one point. Then the highway was built and the Village of Alix became a new municipality. These boundaries and subsequent developments carved up the land surrounding the farm.
5. **FINANCIAL IMPLICATIONS** – Taxes for this property in previous years were as follows:  
2020 - \$5.56; 2021 - \$5.60; 2022 \$5.57; 2023 - \$5.52; 2024 - \$400.98

Because we passed the August 1<sup>st</sup> penalty deadline, a \$36.09 penalty was applied to the account.

6. **LEGAL** – MGA s. 347(1) *“If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:*
  - (a) cancel or reduce tax arrears;*
  - (b) cancel or refund all or part of a tax;*
  - (c) defer the collection of a tax.”*

The property owner has been advised they will need to make this request of Council every year if they wish to have their taxes reduced as the MGA does not allow a Council to reduce taxes on a property in a future year.

7. **POLITICAL/PUBLIC IMPLICATIONS** – The Village of Alix / Lacombe County Intermunicipal Development Plan has a Goal statement “Ensure agricultural operations continue to operate and remain a significant contributor to the local economy.” (page attached)

The remaining portion of that farm that is in Lacombe County is designated future use Agricultural according to the IDP, therefore there are no plans to service or develop the two pieces within the Village boundaries at this time.

8. **OTHER COMMENTS** – NOTE: Though Council is able to cancel, reduce or refund all taxes, it is generally considered prudent to ONLY make adjustments to the municipal portion of taxes. Other requisitions applied to a tax bill such as the School Tax and the Seniors Tax must be paid

out by the municipality, so it is recommended to collect those requisitions equally among all ratepayers.

Council may want to consider waiving the penalties on this account as it is the first year of the minimum tax levy and subsequent request for tax forgiveness.

**9. RECOMMENDATIONS – Option #2.** I recommend the following resolution:

"that the Village of Alix Council hereby cancels \$390 of municipal taxes plus \$36.09 in penalties for the 2024 year on tax roll 27600."



Author

Received via email September 18, 2024

RE: Tax increase on 35-39-23-4, Plan - 1443CL, Lot Y, Description - Vacant farmland

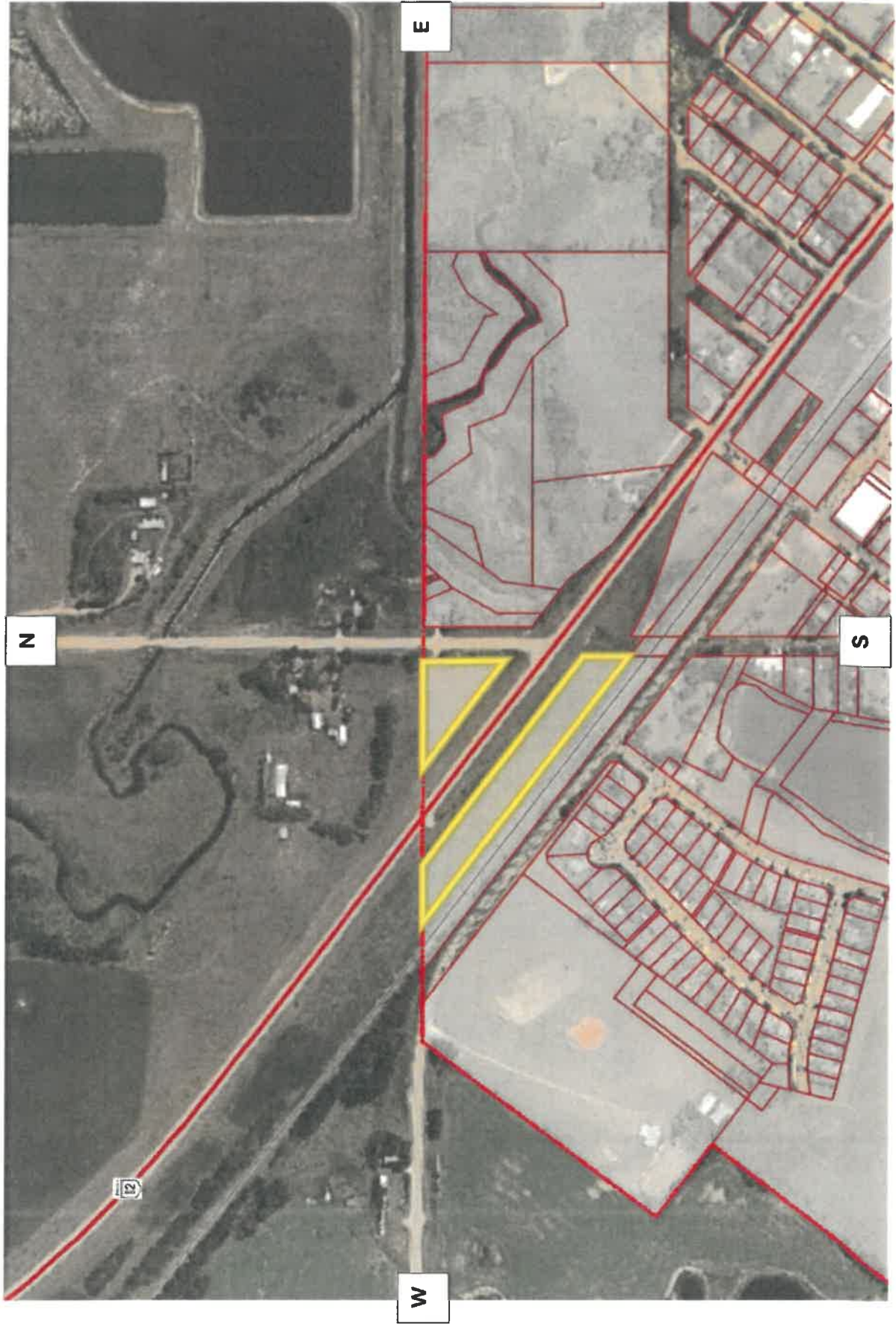
Taxes on this land has historically been at a minimum, less that \$20.00/year. With the new proposed tax rates the cost has risen significantly to \$400.00/year. I believe the proposed rate is exorbitantly high for this land. There are no services, utilities or town infrastructure of any kind and is divided by highway 12. I can't see this land being suitable for future urban development.

I discussed this earlier this year with a council woman who said she knew of no future plans for development as the costs would be prohibitively high.

I was advised by this council woman to submit my request in writing thus I put this to the council for consideration to excuse this land from this enormous tax increase.

Regards







## **5.2 AGRICULTURAL USES**

Agricultural uses represent the largest land use category at approximately 2,267 ha of the Plan Area. The IDP strives to maintain the importance of agriculture by directing future growth in a compact, contiguous manner that minimizes intrusions into agricultural operations.

### **GOAL**

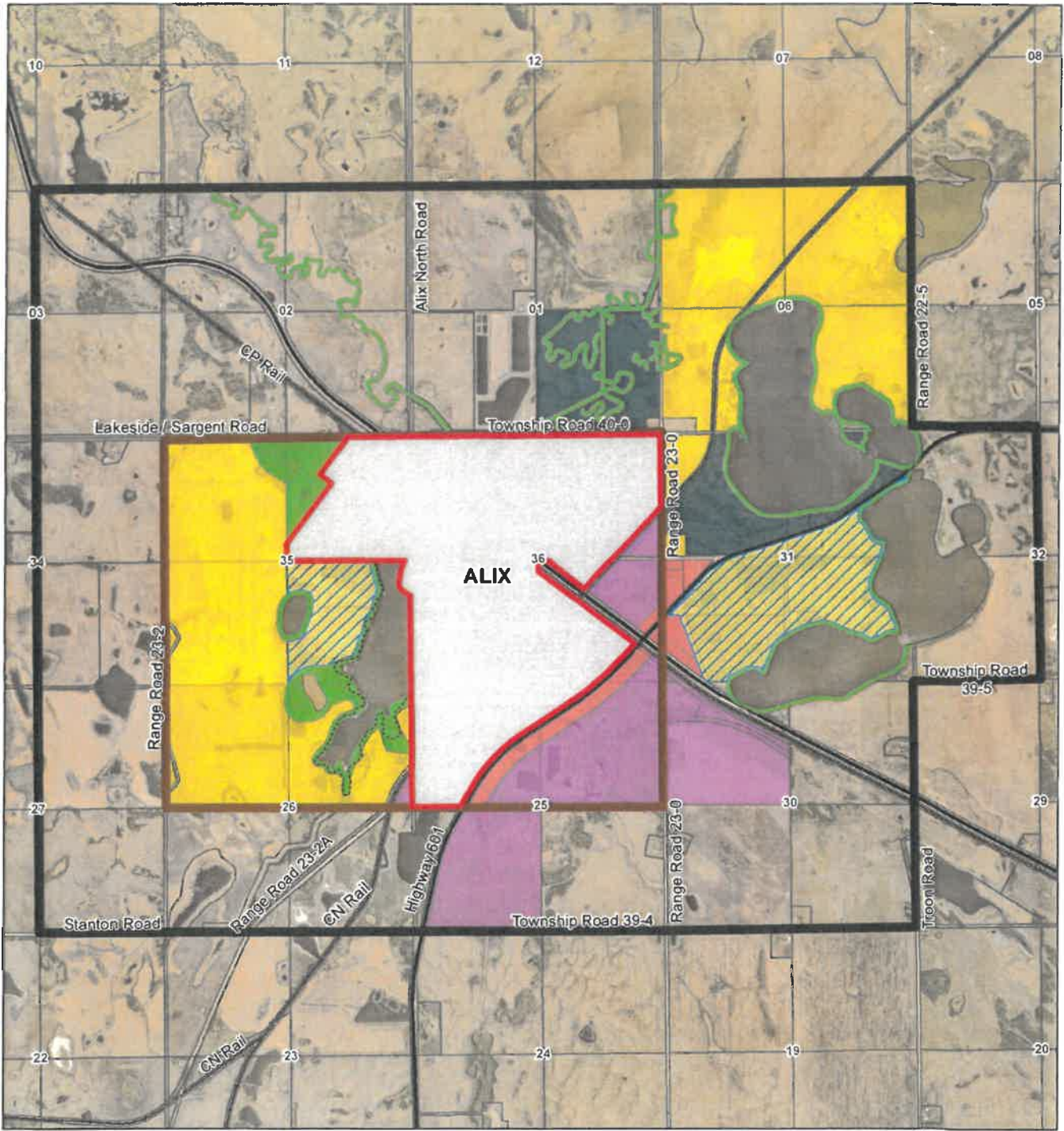
Ensure agricultural operations continue to operate and remain a significant contributor to the local economy.

### **POLICIES**

- 5.2.1 Existing agricultural areas shall continue to be used for agricultural activities as provided for in the County's Municipal Development Plan and Land Use Bylaw, unless a landowner proposes to convert agricultural lands to another opportunity provided for in the Plan.
- 5.2.2 In order to protect future development opportunities for lands identified for potential residential, industrial, commercial and recreational development, no new confined feeding operations shall be allowed in the Plan Area.
- 5.2.3 When making decisions regarding development on or adjacent to agricultural lands, both municipalities shall respect the right of agricultural operators to pursue normal agricultural activities without interference or restriction based on their impact on adjacent uses.

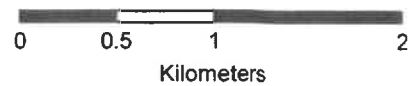


# Map 3 - Future Land Use Concept



## Legend

- |                                    |                          |                            |
|------------------------------------|--------------------------|----------------------------|
| Plan Area Boundary                 | Residential              | Environmental / Open Space |
| Alix Long Term Growth Area         | Residential / Recreation | Commercial                 |
| Village of Alix Municipal Boundary | Industrial               | Recreation                 |
| Alix Lake Nature Trail             | Agriculture (No Colour)  |                            |





## CAO REPORT OCTOBER, 2024

1. Water Meter Woes – Staff have noted a significant increase in water meter battery changes and whole unit water meter changes needed over the past couple of months. Our usual average might be 3-4 batteries and 1 meter per month. In July there were 9 batteries to be changed out and in August there were 8 batteries and 1 meter. Staff are projecting similar numbers for September. These are meters that were installed in 2008, so they have had a good useful life. It is just worth noting because it will start having budget impacts if this trend continues as well as taking more staff time and may also have an impact on our 'water loss' numbers if the battery/meter change outs can't be scheduled for early in the month.
2. Equalized Assessment – Alix saw a 10.54% increase in Residential equalized assessment, a 9.42% increase in Non-residential equalized assessment and a 2.66% increase in equalized Machinery & Equipment assessment. The average for all Alberta villages in these categories were as follows: Residential up 5.73%, Non-residential up 4.08%, Machinery & Equipment up 6.13%. The Machinery & Equipment provincial average is skewed due to one village showing an increase of 49.97% and another village showing a 1212.5% increase in that category.

NOTE: Equalized Assessment is found by averaging assessment information across all similar size communities in the province. This is done to help calculate things like School requisitions from the province and various capital grants.

3. Arena Inspection – Staff and Arena representatives met with an Alberta Safety Codes Inspector on September 18<sup>th</sup> to review the Alix Arena. The inspection went well and follow up items were noted by the Inspector. The Village and the Arena Board will work together to complete the list of action items.

NOTE: The Safety Codes Inspector said they have a goal to check every arena in Alberta in 2024 to get a baseline for where everyone is at. Future checks/inspections after that will be done on a rotational basis.



## **Report for Council Meeting – October 2024**

### **Economic Development**

#### *Supports, Guidance and Networking*

Below is a quick overview of supports, information, and networking that has been provided or attended too through Economic Development.

- Lacombe Regional Tourism (LRT) General Meeting – 2023
- LRT meetings with Executive Director, minimum twice a year. This helps dial in on what our goals are for the year and where we are halfway through the year. Discussions on LRT guide and information for the Village, Route 12 guide, and soon to be the Antique Trail guide that we will be apart of. All of these guides help with promotion, tourism and support of our downtown core.
- Trinket Shop visit and introduction 2023 (July)
- Gas Plus visit and introduction 2023 (December)
  - It is vital that new businesses or new business owners are aware of the resources we can provide in our Village through Economic Development. During my visit with Gas Plus, I was able to let them know of resources, advertising opportunities and assisted in producing a poster for the owners to use so that the language barrier of promoting their business wasn't an issue.
- Sunny 94 meetings January 2024 and July 2024. Both these meetings not only helped with our advertising, but also helped with providing information on the businesses in our community and how Sunny 94 could network with these businesses.
- Alix & District Chamber of Commerce
  - Arranged Economic Development Officer from Alberta Government to come out to a meeting and present the strategic plan options she could provide to the Chamber in January 2023. They were supposed to reach out with a date and have yet to do so. Did reapproach chamber with this at the September 2024 meeting, there was great conversation on how to define what Chamber is and how to move forward. They will be reaching out to our Economic Development Specialist for the Highway 2 Central Corridor.
  - Arranged Executive Director from Lacombe Regional Tourism to come out and discuss marketing options and strategies to Chamber on two occasions. Some businesses did jump on board with the marketing/advertising proposal.
  - Sunny 94 business strategic planning option – will be presented to Chamber, waiting on more information from Sunny 94.

September 17, 2024

- Manage Chambers Facebook account
  
- Networking with Lacombe County's Economic Development Officer – Spring 2024
  
- Communicating and arranging the leasing opportunities for Bays 3 and 4 of the Railway House.
  
- Communication with property owners who have empty spaces, in order to promote those spaces as options for those looking for business spaces.

Chelsie Giesbrecht

August 26th, 2024

Village of Alix  
PO Box 87  
Alix, AB, T0C 0B0

**Attention: Ms. Michelle White, Chief Administrative Officer**

**Re: Natural Gas Franchise Fee Estimate for 2025 - Alix**

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As per the Natural Gas Distribution System Franchise Agreement between ATCO Gas and Pipelines Ltd. (ATCO) and the *Village of Alix*, ATCO pays the *Village of Alix* a franchise fee. The franchise fee is collected from gas customers within *Alix* and is calculated as a percentage of ATCO's revenue derived from the delivery tariff.

The franchise agreement requires that we provide ATCO's total revenues derived from the delivery tariff within *Alix* for 2023 and an estimate of total revenues to be derived from the delivery tariff within *Alix* for 2025. The chart below provides this information as well as an estimate of your franchise fee revenue for the 2025 calendar year.

ATCO's Delivery Tariff Revenue in 2023	ATCO's Estimated Delivery Tariff Revenue for 2025	Your Current Franchise Fee Percentage	Your Estimated Franchise Fees for 2025
\$249,098	\$282,377	12.00%	\$33,885

Please note that the estimated delivery tariff revenue for 2025 can be impacted by changes in customer operations and weather. Additionally, ATCO has utilized forecast 2025 delivery rates, however, they have not yet been approved by the Alberta Utilities Commission. ATCO commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to any update of these forecast assumptions.

Under the franchise agreement, the *Village of Alix* has the option of changing the franchise fee percentage for 2025. If you are considering changing the franchise fee in 2025, please contact us as soon as possible to learn about the process. We will guide you through the process and will file an application with the Alberta Utilities Commission (AUC) for approval. A request to change the franchise fee must be made in writing and must be received by ATCO on or before October 15<sup>th</sup>, 2024.

We trust you will find this information useful. Should you have any questions or require anything further, please do not hesitate to contact me at [kyla.belich@atco.com](mailto:kyla.belich@atco.com).

Yours truly,



**Kyla Belich**  
Senior Manager, Red Deer Operations  
ATCO Gas & Pipelines Ltd.





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# PRLS BOARD TALK

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## Highlights of the Parkland Regional Library Board Meeting SEPTEMBER 12, 2024

### 2025 Budget

The board approved the draft 2025 budget. Some points included:

- Overall, expenditures are anticipated to increase by 1.9% in 2025 which is well below the rate of inflation.
- Now that they are being updated, switching back to Municipal Affairs Population Lists instead of the Treasury Board Estimates for invoicing municipalities resulted in a drop of 9,277 population which Parkland will no longer invoice on.
- Due to the switch in population figures, 18 municipalities will see a drop in their requisition.
- To balance the budget, it will be necessary to increase the municipal requisition/levy by sixty-three cents.
- Had it been appropriate for Parkland to continue using the population figures supplied by the Treasury Board, the 2025 requisition would have been approximately forty cents per capita lower.

The Parkland budget with full notes will be sent to municipalities for approval next week.

### Vacant Seat on the Executive Committee

In June, Parkland received notice that Jamie Coston, the Executive Committee member representing the town of Rimbey, is no longer on the Parkland Board. As such, she has also resigned from the Executive Committee. Parkland informed Bentley, Eckville, Gull Lake, Parkland Beach, Ponoka, Ponoka County, and Rimbey (Area 5) that

their seat on the Executive Committee was vacant. Marc Mousseau from the Summer Village of Parkland Beach volunteered and will sit on the Executive Committee until the new Executive Committee is chosen at the November organizational meeting.

### PRLS Plan of Service (Strategic Plan)

Recently there have been some significant changes to the Alberta Libraries Act and Regulation. Until now, library systems had to file a plan of service (strategic plan) with the Public Library Services Branch at Municipal Affairs every three years. With the changes in the legislation, plans of service for library systems can now be up to five years in length. The board moved to change the dates of Parkland's Strategic Plan from 2023-2025 to 2023-2027

### Board Meeting Management

Back in December 2023 the Executive Committee formed a working group to develop a policy governing board member conduct. Having met three times, their work is now complete. The working group presented a draft policy for how to deal with "Complaints Against Board Members".

They also shared a brief board self-assessment survey to be conducted following the September board meeting, the final board meeting before the November organizational meeting.

The working group also recommended that at the October meeting of the Executive Committee, the group have an informal discussion allowing the committee to consider how effective it was over the course of the year.

Lastly, the working group commissioned the creation of a board member recruitment document so that when municipalities appoint individuals to the system board, they would have some idea of the preferred qualifications of candidates and what their role will be. This document will be sent out when Parkland communicates annually with member municipalities regarding who they are appointing to the Parkland board.

### Advocacy Committee Report

**Municipal Presentations:** Parkland's Advocacy Committee recommended that municipal councils be visited by Parkland staff. To make the visits as useful as possible to the councils, two presentations have been

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**Next Meeting: November 14, 2024 (Zoom) 10:00 a.m. to noon**

developed. Councils can request a presentation on either 1) Parkland's structure and services, or, 2) the overarching structure and operation of public library service in Alberta. Several requests for an orientation have been made by member municipalities.

Presentations are designed to be about 15 minutes in length. The committee also agreed that a Parkland board member, especially the Chair, Vice-Chair, or Advocacy Committee Chair should always attend the presentations with Parkland staff.

**MLA Visits:** Early in the New Year, Parkland's Advocacy Committee established as one of its goals:

*"To continue to advocate for a cost-of-living adjustment to provincial operating grants and/or another infusion for increased library funding."*

Parkland staff and Board Chair have visited two of our MLAs over specific issues.

Parkland board members and staff will proceed with MLA visits this fall with the intent of informing MLAs on how support for public libraries contributes to achieving the goals of the Government of Alberta's strategic plan, and continue to seek regular increases to the provincial operating grants. Seeking an increase in SuperNet bandwidth for member libraries will also be a priority.

## 2025 Board Meeting Dates

The board reviewed the tentative dates for Parkland's 2025 board meetings which will be confirmed by the Board at the organizational meeting in November. The tentative dates are: February 27, May 15, September 11, and November 27, 2025. The board voted to continue exclusively with Zoom meetings.

## Committee News from Trustees

**Stettler Public Library** Stettler Public Library and Stettler County are collaborating with community partners on Culture Days events throughout September. The library is also collaborating with the Stettler Adult Learning Centre to offer "Come for a Byte" to help 50+ citizens manage their devices and learn to avoid online scams. The Friends of the Library are launching their 7<sup>th</sup> annual wine survivor fundraiser. The Summer Reading Club is wrapped up for another year and the feedback has been great. The Stettler library also collaborated with the Stettler High School shop class to build a mini golf course, which was put on County

Museum property. They've built a gazebo and for Culture Days, each golf hole was named after a country. **Provost Municipal Library** is celebrating their 75<sup>th</sup> anniversary on October third at 7:00 p.m., and the following Saturday, on October 5<sup>th</sup> are holding an escape room fundraiser at the library. Everyone is welcome to attend.

**Carstairs Public Library** is holding their second Mountain View Comicon event on Saturday October 19<sup>th</sup>. **Camrose Public Library** has procured a grant for a part-time staff person that concentrates on newcomer welcome programming.

**Innisfail Public Library** started a new Human Library program this spring in partnership with the Welcome and Inclusivity Committee, which has been very popular and quite impactful.

**Penhold and District Public Library** had a very successful Summer Reading Club with 31,400 minutes recorded on reading trackers.

## Board Members Present

Barb Gilliat (Board Chair), Gord Lawlor, Ray Reckseidler, **(Zoom)** Jackie Almberg, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Cal David, Dana Depalme, Jeff Eckstrand, Sarah Fahey, Richard Forsberg, Elaine Fossen, Shaleah Fox, Barbara Gibson, Twyla Hale, Kathy Hall, Pam Hansen, Bryce Liddle, Julie Maplethorpe, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Jas Payne, Leonard Phillips, Diane Roth, Sandy Shipton, Debra Smith, Les Stulberg, Carlene Wetthuhn, Shannon Wilcox, Janice Wing

## Board Members Absent

Jul Bissell, Wayne Clark, Edna Coulter, Todd Dalke, Cody Hillmer, Cody Johnson, Stephen Levy, Jordon Northcott, Shawn Peach, Ron These, Harvey Walsh

## Board Members Absent with Regrets

Alison Barker-Jevne, Dwayne Fulton, Dana Kreil, Naomi Tercier, Bill Windsor

## Staff

Kara Hamilton, Paige Mueller, Ron Sheppard, Tim Spark

The FCSSAA posed the question *What is the most significant challenge for your FCSS program? (This may be something you're currently experiencing or anticipate in the future.)*

50 responses were received. The FCSSAA Board reviewed the information at their September 13, 2024 Board meeting. Below is the summary of the key themes from the feedback.

### Summary of Feedback

The key themes and most significant challenges identified in the responses for the FCSS (Family and Community Support Services) program revolve around **funding limitations, increased demand for services, staffing shortages, complex client needs, and gaps in available supports**. Below is a summary highlighting these themes:

**Funding Constraints** - Many programs are struggling to maintain service levels due to stagnant or insufficient funding. Inflation and increased operational costs have forced cuts to FCSS programming and funded agencies. This has created a dilemma about whether to prioritize certain groups over others (e.g., youth vs. seniors).

**Government Program Gaps** - Many communities are seeing an increase in people turning to FCSS for help with issues traditionally handled by provincial and federal programs (e.g., housing, mental health, and addiction services). The impact of the lack of available government supports for vulnerable populations is that FCSS resources are stretched thin without adequate compensation.

**Staffing Shortages** - FCSS offices are often understaffed, leading to burnout and an inability to meet the growing complexity of community needs. Several programs noted a significant increase in demand (e.g., seniors, low-income families, newcomers) without a corresponding increase in staff or resources.

Many FCSS offices are operating with minimal administrative staff, making it difficult to manage growing program needs, paperwork, and client support.

**Increasing Demand and Complexity of Needs** - There has been a significant rise in the number of people needing support, especially in relation to mental health, addiction, and economic pressures like the rising cost of living. The social issues are outpacing the available services and this has overwhelmed the capacity of FCSS programs across the province.

**Homelessness and Housing** - Many FCSS programs report a growing homelessness issue. There is a lack of emergency housing options and affordable housing, compounded by mental health and addiction challenges among the homeless population.

**Transportation** - There is a significant challenge in providing transportation for seniors and individuals needing medical appointments. Limited transportation options lead to isolation and difficulties in accessing essential services.

**Supporting Newcomers** - There is a growing need to support newcomers across the province.

Settlement services are inadequate and some of the barriers faced by newcomers are:

- **Language:** Many newcomers, especially non-Canadian-born families, struggle with language barriers, which affects their ability to access services.

## Challenges facing FCSS

September 2024



- **Supports:** Many newcomers arrive without the supports they require to thrive (vehicle/transportation, proper clothing, housing, school supplies, household goods)
- **Community Integration:** A challenge exists in creating community connections between long-term residents and newcomers, fostering awareness, and promoting understanding.

**Volunteer Shortages** - Many programs are facing challenges in recruiting and retaining volunteers, which further limits their capacity to deliver essential services.

**The most significant challenge across the responses is the inability to meet the rising demand for services due to stagnant funding and insufficient staff, resulting in difficult decisions about which programs to cut and which populations to prioritize.** This challenge is compounded by increased complexity in client needs, driven by factors like homelessness, mental health, and the growing cost of living.

### Next Steps

- The FCSSAA will share this information with the membership and the provincial FCSS staff (Ministry of Seniors Community and Social Services) via email.
- At the Fall Regional Meetings, the challenges document will be shared and FCSS regions will be encouraged to indicate what they would like the FCSSAA to do with the information.