

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, October 20, 2021 at 6:30 P.M.

AGENDA

1. Call to Order
2. Agenda: Amendments and Adoption
3. Adoption of the Minutes:
 - a) Minutes of Regular Meeting – Wednesday, October 6, 2021 – 6:00 P.M.
4. Delegation: None
5. Bylaws: None
6. Unfinished Business:
 - a) Strategic Plan 2021 – Request for Decision 21-59
7. New Business:
 - a) Tax Recovery – Request for Decision 21-62
 - b) Alix Library 2022 Budget – Request for Decision 21-63
 - c) Alix Library Board Financial Reviewer – Request for Decision 21-64
 - d) Canada Post Garbage Bin – Request for Decision 21-65
 - e) Pond Hockey Tournament – Request for Decision 21-66
 - f) Security System – Request for Decision 21-67
8. Financial Reports:
 - a) Accounts Payable Cheque Listing – September 15 – October 14, 2021
 - b) Bank Reconciliation – September 30, 2021
 - c) Tax Trial Balance – October 14, 2021
9. Committee Reports: None
10. Administrative Reports:
 - a) CAO Report
 - b) Admin Support Staff
11. Correspondence and Information:
 - a) Margaret Barry – Request for property tax refund
 - b) Travel Alberta – Grant application not approved
 - c) Alberta Transportation – Attendance at AUMA Convention
 - d) Alberta Community & Social Services – COVID vaccination request
 - e) AUMA – Convention update
12. Closed Meeting: None
13. Adjournment

VILLAGE OF ALIX
MISSION STATEMENT

Through Village Council policies and leadership, we foster an open, cooperative government, that encourages public participation and ensures levels of services, our citizens expect and deserve.

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, October 6, 2021, at 6:00 P.M.

- Present: Mayor Rob Fehr, Councillors Barbara Gilliat, Tim Besuijen (virtually) and Vicki Soltermann
- Also Present: Michelle White, Chief Administrative Officer
- Regrets: Councillor Ed Cole
- 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 #203/21: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda as presented. CARRIED
- Minutes: a) Regular Meeting – September 15, 2021
- Resolution #204/21: Moved by Councillor Soltermann that the Minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, September 15, 2021, be accepted as presented. CARRIED
- Delegation: None
- Bylaws: a) Chief Administrative Officer Bylaw 467/21 – Request for Decision 21-61
- Resolution #205/21: Moved by Councillor Gilliat that the Village of Alix Council give first reading to Chief Administrative Officer Bylaw 467/21, being a bylaw to appoint a Chief Administrative Officer. CARRIED
- Resolution #206/21: Moved by Councillor Besuijen that the Village of Alix Council give second reading to Chief Administrative Officer 467/21. CARRIED
- Resolution #207/21: Moved by Councillor Gilliat that the Village of Alix Council give permission for third and final reading of Chief Administrative Officer Bylaw 467/21 at this time. CARRIED UNANIMOUSLY
- Resolution #208/21: Moved by Councillor Soltermann that the Village of Alix Council give third and final reading to Chief Administrative Officer Bylaw 467/21. CARRIED
- Unfinished Business: a) Strategic Plan 2021 – Request for Decision 21-59
- Resolution #209/21: Moved by Councillor Soltermann that the Village of Alix Council hereby accept the 2021 Village of Alix Strategic Plan as information. CARRIED

- New Business: a) Community and Business Survey 2021 Results
- Resolution #210/21: Moved by Councillor Gilliat that the Village of Alix Council hereby accept the Community and Business Survey 2021 Results Report as information.
CARRIED
- b) Parkland Regional Library Budget – Request for Decision 21-58
- Resolution #211/21: Moved by Councillor Soltermann that the Village of Alix Council hereby approves the proposed Parkland Regional Library Board 2022 budget as presented.
CARRIED
- c) Ambulance Dispatch Advocacy – Request for Decision 21-57
- Resolution #212/21: Moved by Councillor Gilliat that the Village of Alix Council join the City of Red Deer in advocating to have Ambulance dispatch services returned to Red Deer from the Alberta Health Services South Communications Center.
CARRIED
- d) Security Cameras – Request for Decision 21-60
- Resolution #213/21: Moved by Councillor Besuijen that the Village of Alix Council hereby accepts Request for Decision 21-60, Security Cameras as information.
CARRIED
- e) 2022 Operating Budget – 1st Draft
- Resolution #214/21: Moved by Councillor Gilliat that the Village of Alix Council hereby accept the 2022 Draft Operating Budget as information.
CARRIED
- Financial Reports: None
- Committee Reports:
- a) Buffalo Lake Management Team – Councillor Soltermann
 - b) Red Deer River Municipal User Group Association – Councillor Besuijen
 - c) Parkland Regional Library Board – Councillor Gilliat
 - d) Lacombe Regional Waste Services Commission – Councillor Gilliat
 - e) Lacombe Foundation – Councillor Gilliat
 - f) Parkland Community Planning Services – Councillor Soltermann
 - g) Canadian National (CN) – Mayor Fehr
- Resolution #215/21: Moved by Councillor Gilliat that the Village of Alix Council accept the Committee Reports as presented.
CARRIED

Administrative Reports: a) Administrative Support Staff Report

Resolution #216/21: Moved by Councillor Besuijen that the Village of Alix Council accept the Administrative Report as presented.

CARRIED

Correspondence and Information:

a) Citizen Request – Tyson Beebe

b) Citizen Request – Chelsie Giesbrecht

Resolution #217/21: Moved by Councillor Soltermann that the Village of Alix Council hereby direct administration to draft a letter of concern to Ron Orr, M.L.A. and Alberta Transportation regarding a review of the intersection of Highway 12 and 601.

CARRIED

c) Alix MAC School – Fundraising Support

Resolution #218/21: Moved by Councillor Gilliat that the Village of Alix participate in the Alix MAC ad fundraiser.

CARRIED

d) Alberta Environment and Parks – Village of Alix Wastewater Treatment Lagoon Rehabilitation

e) Alberta Municipal Affairs – 2020 Municipal Indicator Results

f) Fortis Alberta – Franchise Fee Calculator

g) Town of Crossfield – Bill C-21 Changes to the Criminal Code and the Firearms Act

h) Town of Crossfield – Royal Canadian Mounted Police (RCMP) Retroactive Pay

i) Altalink – Central East Transfer-Out Transmission Project

j) Municipal Governance During the COVID-19 Pandemic – FAQ's September 17, 2021

k) Town of Sundre – Code of Conduct

l) Town of Sundre – Royal Canadian Mounted Police (RCMP) Retroactive Pay

m) Parkland Regional Library Board Meeting

Resolution #219/21: Moved by Councillor Soltermann that Correspondence Items (a) through (m) be accepted as information.

CARRIED

Mayor Fehr called a recess at 7:43 P.M.

Mayor Fehr reconvened the meeting at 7:46 P.M.

- Closed Meeting: a) FOIP Sec. 17 – Personal Privacy – Re: Human Resources
b) FOIP Sec. 16 – Business Interests of a Third Party
Re: Cyberus Security Contract

Resolution #220/21: Moved by Councillor Gilliat that the Village of Alix Council go into a Closed Meeting at 7:46 P.M. to discuss FOIP Section 17, Personal Privacy Re: Human Resources and FOIP Section 16, Business Interests of a Third Party Re: Cyberus Security Contract.

CARRIED

Resolution #221/21: Moved by Councillor Gilliat that the Village of Alix Council return to the Public Meeting at 8:19 P.M.

CARRIED

Adjournment:

Resolution #222/21: Moved by Councillor Gilliat that this Regular Meeting of the Village of Alix Council be adjourned at 8:19 P.M.

CARRIED

Mayor

Chief Administrative Officer

DRAFT

ADMINISTRATION REPORT



Date: September 21, 2021 RFD 21-59
Memo To: Village Council
From: Michelle White
Subject: Strategic Plan 2021

1. **PURPOSE** – to determine if Council will approve the 2021 Strategic Plan.
2. **BACKGROUND** – Council completed a strategic plan review at the September 15, 2021 regular meeting. Many changes were discussed at the meeting, attached is an updated version of the plan based on Council feedback.
3. **OPTIONS** –
 1. To adopt the 2021 Village of Alix Strategic Plan as presented
 2. To provide administration with amendments and bring the Plan back to a future meeting
4. **DISCUSSION** – As this is an election year, it is common practice to complete a high level review of the municipal strategic plan without making broad sweeping changes or significantly altering the strategic direction of Council. A more detailed, in-depth workshop is usually completed in late summer following an election cycle.
5. **FINANCIAL IMPLICATIONS** – None
6. **LEGAL** – None. Though it can be considered a 'best practice,' a strategic plan is not a legislated or required plan for a municipality.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1

"that the Village of Alix Council hereby adopts the 2021 Village of Alix Strategic Plan as presented."



Author

Village of Alix
Strategic Plan
September 2021

VISION: **Vibrant village by the lake.**

MISSION: **Through village council policies and leadership, we foster an open, cooperative government that encourages public participation and ensures levels of services our citizens expect and deserve.**

CORE VALUES: used to guide all decisions of Council, we commit to:

- **Collaborative Leadership:** we will support community/communities working together to solve problems.
- **Fiscal Responsibility:** we will spend tax payer money wisely.
- **Quality Service:** we will provide excellent service at reasonable cost.
- **Respect:** we will treat each other with respect, act with integrity and have no tolerance for bullying of any kind.
- **Safety:** We will work in partnership with the community to prevent crime and protect lives, property, and the public realm.
- **Stewardship:** As stewards of community resources, we will help citizens maintain the village's unique qualities and to nurture and preserve our quality of life.

GOALS (2018-2021):

1. Strategically complete infrastructure improvements and services in the community (3-5 year capital improvements plan).
2. Proactively communicate to ensure everyone is clear of plans, opportunities and activities.
3. Know who we are, solidify our identity, and PROMOTE Alix as an affordable, vibrant and safe community for raising families and a fun place to visit.
4. Develop collaborative relationships with neighbouring communities and other levels of government.

Goals with Action Items:

1. Strategically complete infrastructure improvements and services in the community.

- Begin Re-examining infrastructure to set new priority projects
 - + Review, amend and update already completed engineering studies to help identify priorities
 - + Check underground infrastructure prior to doing surface level work
 - + Continue to closely monitor water use & check for leaks
- Complete a detailed review of the Multi-year Capital Plan to inform infrastructure improvements
- Continue to add to municipal reserves, when possible, to assist with funding future infrastructure projects
- Communicate the plan and complete projects to demonstrate ongoing commitment to infrastructure

2. Proactively communicate to ensure everyone is clear of plans, opportunities and activities.

- Ensure Village activities comply with the Public Participation Policy
- Continue Community Updates
 - + Provided monthly on utility bills and inserts of larger news items as they emerge
 - + Maintain and use online presence effectively
 - + Digital Sign on Main Street: for advertising events as needed
 - + “Year in Review” document sent to all residents
- Broaden communication strategies beyond village residents as necessary to highlight Alix opportunities and activities
- Strengthen and support the local Chamber of Commerce
- Where possible assist and empower organizations offering community activities

3. Promote Alix as an affordable, vibrant and safe community for raising.

- Explore all options for community promotions
 - + Develop a cohesive, cost effective plan for online and print advertising

- + Participate with the float in parades throughout the area
 - Host a contest for the public to write a compelling story – help create a legend and explain the play on words of our Alix-gator
 - Continue to evaluate the effectiveness of changes made to community security services and make adjustments as necessary
 - Work with community services (Museum, Library and local businesses) to encourage ambassadorship and tourism promotion
 - Capitalize on the natural infrastructure of Alix and surrounding area
- 4. Develop collaborative relationships with neighbouring communities and other levels of government.**
- Maintain relationships with regional communities to discuss common goals and impacts of changes from other levels of government
 - Invite municipal neighbours to participate in Alix events such as;
 - + Meetings with government or provincial organization leaders
 - + Training opportunities and exercises
 - Joint Council meetings between Village Council and Lacombe County
 - Regular participation in regional Mayors Caucus meetings and CAO meetings

ADMINISTRATION REPORT



Date: September 29, 2021 RFD 21-62
Memo To: Village Council
From: Michelle White
Subject: Tax Recovery

1. **PURPOSE** – To determine how Council would like to proceed with the parcel of land that did not sell at the tax recovery public auction held September 22, 2021.
2. **BACKGROUND** – Please see attached sheet from TAXervice.
3. **OPTIONS** –
 1. To take title of the property with the intention of selling it
 2. To take title of the property with the intention of keeping it for municipal use
 3. To leave the property registered to the current owner

4. **DISCUSSION** –

5. **FINANCIAL IMPLICATIONS** – The reserve bid, which was equal to the assessed value of the property was set at \$29,500. The outstanding taxes on the property are \$9,049.13.

If option 1 is chosen, the outstanding taxes would be recovered through proceeds of the sale.
If option 2 is chosen, Council would need to make a resolution to write off the outstanding taxes.
If option 3 is chosen, penalties and future tax levies would continue to be applied.

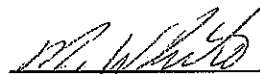
6. **LEGAL** – If option #1 is chosen, section 70 of the MGA would apply:

70(1) *"If a municipality proposes to transfer or grant an estate or interest in*
(a) land for less than its market value, or
(b) a public park or recreation or exhibition grounds,
the proposal must be advertised.

- (2) The proposal does not have to be advertised if the estate or interest is*
(a) to be used for the purposes of supplying a public utility,
(b) transferred or granted under Division 8 of Part 10 before the period of redemption under that
Division, or
(c) to be used by a non-profit organization as defined in section 241(f)."

7. **POLITICAL/PUBLIC IMPLICATIONS** – This is a Residential lot. The ideal outcome would be to sell the lot and have it continue under residential use.
8. **OTHER COMMENTS** – Sometimes a municipality may choose option #3 if the land is known or suspected to be a contaminated site. We do not believe this is the case with this property.
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

"that the Village of Alix will transfer title and take ownership of Lot 15A, Block 1; Plan 6146RS within the Village of Alix and Council directs administration to takes steps to sell the property for the assessed value once title has been transferred."



Author



September 24, 2021

By Email: cao@villageofalix.ca (original to remain on file)

Village of Alix
Box 87
Alix AB T0C 0B0

Attention: Wendy Menage, Municipal Clerk

Dear Wendy:

**Re: Roll 34/LOT 15A BLOCK 1 PLAN 6146RS, Village of Alix
Registered in the name of John Charles Hitchcock**

The public auction was held as scheduled on September 22, 2021; however, the property did not sell. The municipality may now become the owner of the above parcel. We note that there is a CRA judgment registered against title:

Writ registered April 9, 2019 in the amount of \$87,933.00 plus costs

In our experience, unless the Village is the registered owner of the property, CRA will not negotiate or even respond to our communication. If a transfer of land to the municipality is registered, title will issue in the name of the municipality subject to this judgment. Your options are as follows:

- A. Leave title registered in the name of the current owner and do nothing further
 - B. Transfer title into the name of the municipality, subject to the CRA judgment
-
- A. Leave Title in Name of Current Owner
 - a. Taxes would continue to accumulate
 - b. School taxes would continue to be payable
 - c. Municipal tax lost (i.e. not levied against other assessed properties)
 - B. Take Title into Name of Municipality Subject to Judgment
 - a. No liability for debt (beyond any proceeds of sale)
 - b. Take possession & control of property
 - i. Secure property and exclude others
 - ii. Demolish, if necessary
 - c. Sell property
 - i. Back on rolls
 - ii. Positive part of neighborhood
 - d. Cleans up municipality's books and reports

We could then approach CRA on your behalf and attempt to negotiate how the proceeds of sale would be shared. We would argue that if you take charge of the sale, then you should receive a reasonable amount from the sale proceeds. In the worst case scenario, CRA would insist on the full sale proceeds, in which case all arrears, penalties and interest would have to be written off. But, at least this situation would be cleaned up and the property would be back on the rolls.

If the property was offered for sale, no offers were received and CRA refused to release their interest, the property would remain registered in the name of the municipality with a CRA judgment, but at least you would have control of the property. The CRA judgment would expire after 10 years from registration, unless renewed.

Having said all of that, we recommend taking title. Please review this letter with council and let us know how you would like to proceed. The Municipal Government Act provides that Council may acquire title and below is the suggested wording for the required resolution in order for title to register in the name of the municipality:

THAT Taxervice is authorized to proceed under the Municipal Government Act to acquire title to the following described land in the name of the municipality:

Plan 6146RS Block 1 Lot 15A excepting thereout all mines and minerals,
Title No. 122 031 539

If council approves, we ask that you provide us with a copy of the resolution in due course. At that time, we will prepare the documents to carry out the transfer of title.

Yours truly,
TAXervice



Gary G. Burnside B.S.A., LL.B.

President

ggb@taxervice.com

ADMINISTRATION REPORT

Date: October 12, 2021
Memo To: Village Council
From: Tanya Meston
Subject: Alix Public Library 2022 Budget

RFD 21-63



1. **PURPOSE** – To review and approve (or not) the Village of Alix Municipal Library request for funding that are linked to the Village operating budget.
2. **BACKGROUND** – Alix Public Library submits their budget to Council each year and requires a resolution to approve (or not) the estimate of local appropriation.
3. **OPTIONS** –
 1. To approve the Alix Public Library's financial report by making the resolution below.
 2. To make the resolution below and defeat it, thereby not approving the Alix Public Library's financial report.
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – There is no proposed change to the dollar amount the Village gives to the Library in the draft budget.

The Alix Public Library's 2022 budget shows an increase in revenues of approximately \$3,000 from 2021, mainly through fundraising and external grants. The estimated expenses have been increased by approximately \$8,700 from last year. The Library is budgeting for a \$5,451 deficit in 2022 and will likely be funding this using savings or term deposits.

6. **LEGAL** – Following is an excerpt from the Government of Alberta's information sheet titled Municipal Councils and Library Boards: Roles and Responsibilities.

"The Libraries Act (section 8) states that municipal library boards must prepare and submit their budget, along with an estimate of the money required during the ensuing fiscal year to operate and manage the municipal library, to municipal council before December 1.

*This estimate is known as **local appropriation**, and is the money provided to the library board from local taxes to deliver local public library services.*

*It is the responsibility of council to approve, in whole or in part, the **estimate of local appropriation** requested by the library board. Council **does not** approve the library board's budget. If council is unable or unwilling to provide the requested estimate in full, the library board must make adjustments to their budget to reflect their funding situation."*

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

"that the Village of Alix Council hereby approves the estimate of local appropriation as made by the Alix Public Library Board for the 2022 fiscal year."

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

Author



Return the completed and signed budget, a copy of your Statement of Receipts and Disbursements or financial report from the previous year and your signed grant application form by mail or email to:

Alberta Municipal Affairs
Public Library Services Branch
803, 10405 Jasper Avenue
Edmonton, Alberta T5J 4R7
Phone: (780) 427-4871
libgrants@gov.ab.ca

Budget requirements are set out in Sections 8 and 12.6 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

2022 Budget

Budget approved by library board as authorized by:

Legal name of library board: VILLAGE OF ALIX LIBRARY BOARD

Print name: BARBARA GILLIAT Position: CHAIRMAN (BOARD)

Signature: 

Date budget approved by board: September 30/21

Original or emailed copies are accepted

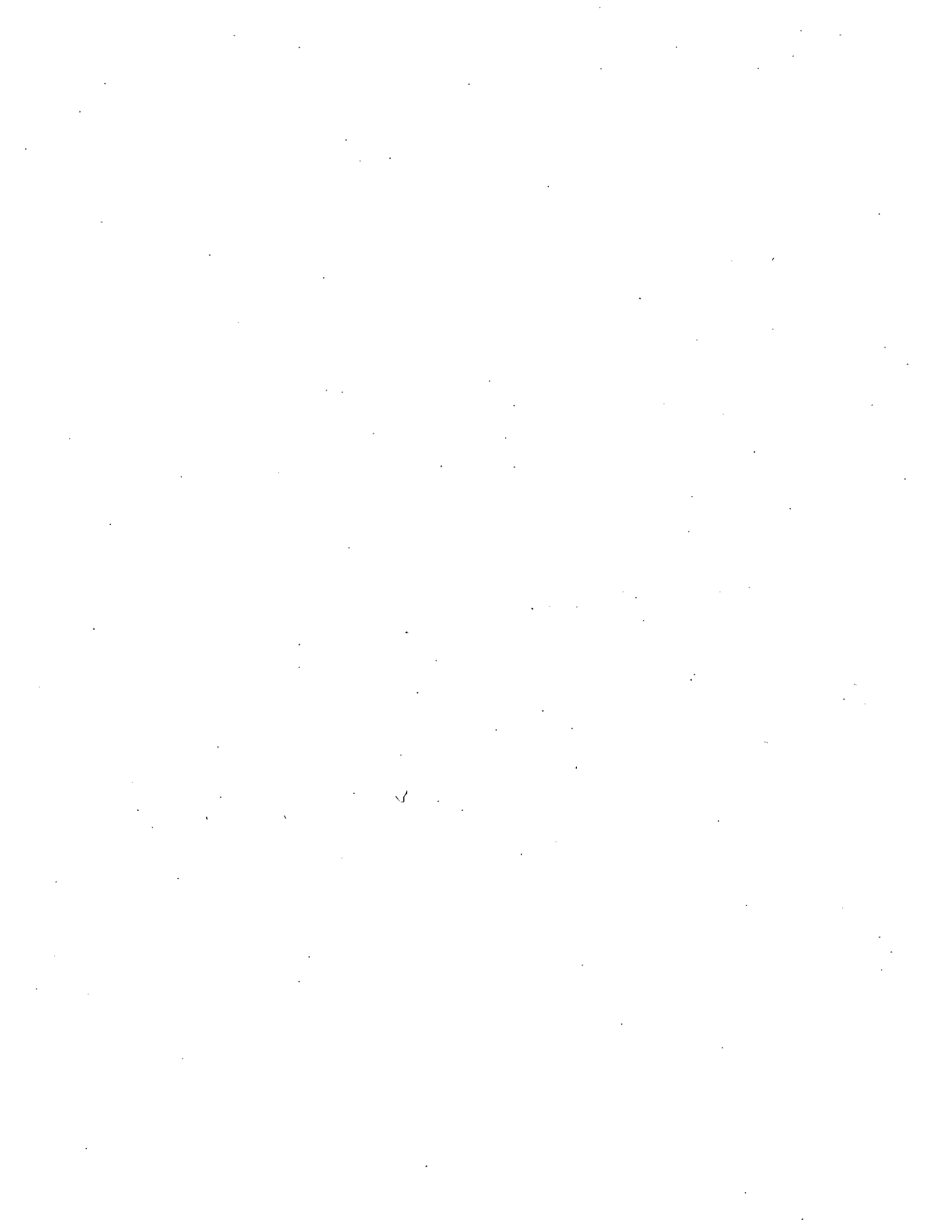
ESTIMATED RECEIPTS FOR THE YEAR	Budget 2022
Projected cash balance at beginning of year, January 1	
01 Cash on hand	\$150.00
02 Total in current bank accounts	\$14,000.00
03 Total in savings accounts	\$4,190.00
04 Term deposits	\$10,625.00
05 Other committed funds (e.g. trust funds and bequests)	
06 TOTAL PROJECTED OPENING CASH ON HAND (add lines 01 to 05)	\$28,965.00
Government contributions	
07 Local appropriation (Cash transfer from your municipality for operations)	\$5,798.00
08 Provincial library operating grant (do not combine with other provincial funding)	\$8,503.00
Other government contributions	
09 Cash transfer from <u>neighbouring municipality</u>	
10 Cash transfer from <u>another municipal or intermunicipal library board</u>	
11 Cash transfer from <u>regional library system</u> (e.g. Library Services Grant)	\$3,700.00
12 Cash transfer from Improvement District/Summer Village	
13 Cash transfer from School board, FCSS	
14 Employment programs (e.g. Canada Summer Jobs)	\$3,895.00
15 Other grants (e.g. capital grants from your municipality, CFEP, CIP) please list	
15a <u>County of Lacombe</u>	\$6,776.00
15b _____	
15c _____	
Other revenue	
16 Book sales	\$200.00
17 Fundraising (donations and other fundraising activities, incl. from Friends groups)	\$1,200.00
18 Fees and fines (card fees, fines, non-resident deposits)	\$80.00
18a Fees	
18b Fines	
19 Program revenue	
20 Room rentals	
21 Other service revenue (e.g. photocopying, faxing, contracts)	\$150.00
22 GST refund	
23 Interest	\$135.00
24 Transfers from reserve accounts	
25 Other income (please list)	
25a _____	
25b _____	
25c _____	
26 TOTAL PROJECTED CASH RECEIPTS (add lines 07 to 25)	\$30,437.00
27 TOTAL PROJECTED CASH TO BE ACCOUNTED FOR (add lines 06 and 26)	\$59,402.00

ESTIMATE OF EXPENDITURE		Budget 2022
Staff		
28	Salaries, wages and benefits	\$28,350.00
29	Honoraria (volunteers)	
30	Moving expenses	
31	Course or conference fees	
32	Travel and hospitality (staff)	\$150.00
33	TOTAL PROJECTED STAFF EXPENSE (add lines 28 to 32)	\$28,500.00
Library resources		
34	Books (include freight and purchased cataloguing; do not include money you transfer to your library system for book purchases, that info goes on line 59)	\$220.00
35	Periodicals and newspapers	\$650.00
36	Non-print materials (e.g. audio-visual materials, loanable objects)	\$100.00
37	Digital and electronic resources	\$180.00
38	TOTAL PROJECTED LIBRARY RESOURCES (add lines 34 to 37)	\$1,150.00
Administration		
39	Audit and/or annual financial review	\$200.00
40	Board expenses (incl. honoraria, travel, course and conference fees)	
41	Equipment rentals and maintenance	\$150.00
42	Contracts for services (e.g. bookkeeping, IT services)	\$2,500.00
43	Legal fees, bank charges, refunds and deposits	\$500.00
44	Library supplies (incl. binding & repair)	\$300.00
45	Association memberships (Do not include payments to a regional library system, that info goes on line 59)	
46	Postage and box rental	\$25.00
47	Program expense (incl. publicity/advertising, equipment rental, artist's fees)	\$450.00
48	General office supplies (incl. stationery, printing and copier supplies)	\$250.00
49	Telephone and telecommunications (incl. internet connections)	\$350.00
50	Other materials and supplies	
51	Other expenses	\$563.00
52	TOTAL PROJECTED ADMINISTRATION EXPENSE (add lines 39 to 51)	\$5,288.00
Building costs		
53	Insurance	
54	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	\$450.00
55	Utilities	
56	Occupancy costs (e.g. share of building costs in joint-use buildings)	
57	Rent	
58	TOTAL PROJECTED BUILDING EXPENSES (add lines 53 to 57)	\$450.00

ESTIMATE OF EXPENDITURE (cont'd)	Budget 2022
Transfer payments	
59 Transfer to other library boards (please specify boards: may include municipal or library system boards for membership fees, etc.)	
59a	
59b	
59c	
59d	
59e	
59f	
60 Contract payments to library societies (please list)	
60a Parkland Regional Library Board	
60b	
60c	
60d	
61 TOTAL PROJECTED TRANSFER PAYMENTS (add lines 59 and 60)	
62 TOTAL PROJECTED OPERATING EXPENDITURE (add lines 33, 38, 52, 58, and 61)	\$35,388.00
63 Loan interest and payments	
64 Transfer to other accounts (e.g. capital, operating reserves)	
Capital expenditures	
65 Building repairs and renovations (e.g. roof, carpet, partitions)	
66 Furniture and equipment (incl. computer hardware)	\$500.00
67 Other (please list)	
67a	
67b	
68 TOTAL PROJECTED CAPITAL EXPENDITURE (add lines 65 to 67)	\$500.00
69 TOTAL PROJECTED ESTIMATE OF EXPENDITURE (add lines 62, 63, 64, 68)	\$35,888.00

Projected cash balance at end of reporting year	
70 Cash on hand	\$150.00
71 Total in current bank accounts	\$8,744.00
72 Total in savings accounts	\$4,200.00
73 Term deposits	\$10,750.00
74 Other committed funds (e.g. trusts and bequests, reserves, capital)	
75 TOTAL PROJECTED CASH ON HAND (add lines 70 to 74)	\$23,844.00
76 TOTAL PROJECTED CASH ACCOUNTED FOR (add lines 69 and 75)	\$59,732.00

If it is anticipated that the municipality will be paying operating costs on behalf of the library board, please have the Municipal Administrator complete the Direct Payments form on the next page.



Direct Payments - Budget

Costs paid directly by the municipality on behalf of the library board are referred to as direct payments. If it is anticipated that the municipality will pay costs in addition to its local appropriation to the library board, this form must be completed by a Municipal Administrator. Report only that portion of the municipal expenditure that is anticipated to be paid on behalf of the library board. These figures may be subject to audit Do not include in kind contributions. The funds in lines a. through L. should not be included in the library board's budget. Also, the amount of local appropriation (cash transfer from the municipality to the library board) is already recorded in the library board's budget and should not be included on this form.

OPERATING EXPENDITURES TO BE PAID BY MUNICIPALITY (DIRECT PAYMENTS)	Budget 2022
a. Library Staff (e.g. salaries, wages and benefits. DO NOT include expenditures for municipal staff)	
b. Building maintenance (e.g. janitor, supplies, maintenance, repairs)	
c. Insurance	2,600
d. Utilities	4,500
e. Audit/financial review	
f. Rent (paid to private landlord, not to municipality)	
g. Telephone/Internet	
H. TOTAL PROJECTED LIBRARY OPERATING EXPENDITURES TO BE PAID BY MUNICIPALITY (add lines a. to g.)	\$ 7,100.00
Other expenditures to be paid by municipality	
i. Municipal staff costs (e.g. if a municipal employee spends a portion of time on library business)	
j. Debenture interest and principal	
k. Capital or special grants (one-time grants)	
l. Library system membership (If your municipality is a member of a regional library system, report only the amount the municipality will pay in membership fees/levies to the regional library system for the reporting period)	6,300
M. TOTAL PROJECTED OTHER EXPENDITURES TO BE PAID BY MUNICIPALITY (add lines i. to l.)	\$ 6,300

I, MICHELLE WHITE, Administrator of
 (please print name)

VILLAGE OF ALIX
 (name of municipality)

certify that the amounts stated above are the costs expected to be incurred by the municipality in providing the indicated services to the

VILLAGE OF ALIX PUBLIC LIBRARY BOARD
 (legal name of library board)/

Signature: M. White

Date: October 8, 2021



ADMINISTRATION REPORT



Date: October 12, 2021 RFD 21-64
Memo To: Village Council
From: Michelle White
Subject: Library Board financial reviewer

1. **PURPOSE** – To determine if Council will accept the Library Board's proposed change to their financial auditor.
2. **BACKGROUND** – Please see attached letter. NOTE: Board member changes will be made during the Organizational Meeting on October 20, 2021.
3. **OPTIONS** –
 1. Pass the resolution outlined below
 2. Defeat the resolution outlined below
4. **DISCUSSION** – Arlene Gauthier was the financial reviewer for the Library Board for the 2020 year. At the Organizational Meeting she was appointed to the Board for a 3 year term and so can no longer be the financial reviewer.
5. **FINANCIAL IMPLICATIONS** – none
6. **LEGAL** – Libraries Act s. 9 "The municipal board shall
 - (a) keep accounts of its receipts, payments, credits and liabilities.
 - (b) have a person who is not a member of the municipal board and whose qualifications are satisfactory to council review the accounts each calendar year and prepare a financial report in a form satisfactory to council, and
 - (c) submit the financial report to council immediately after its completion."Municipal Affairs Library Grants department requires a resolution of Council to approve a new financial reviewer.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

"that the Village of Alix Council hereby approves the appointment of Diane Klassen as the financial reviewer for the Alix Public Library Board."

Author

Village of Alix Public Library
P.O Box 69
Alix, AB T0C 0B0

Village of Alix Council

October 8, 2021

Dear Council;

On behalf of the Village of Alix Public Library Board I am writing to request the following amendments to our Board be presented for approval.

Our Board voted and approved the addition of Arlene Gauthier to our Board for a term of 3 years.

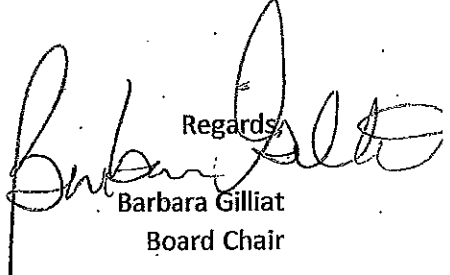
We would also like to extend the following terms

Ron McIntosh for a term of 2 years

Terry Brinsky-Fehr for a term of 2 years

Michelle Guevremont for a term of 1 year

We would also like to appoint Diane Klassen as our financial auditor.

Regards,

Barbara Gilliat
Board Chair

ADMINISTRATION REPORT



Date: October 12, 2021
Memo To: Village Council
From: Michelle White
Subject: Canada Post Garbage Bin

RFD 21-65

1. **PURPOSE** – To determine if Council is in favour of placing a garbage can at the post office on the corner of 49th Ave. and Main Street Alix.
2. **BACKGROUND** – Canada Post had a bin for unwanted paper under a small counter inside the building. The counter and bin were taken out quite some time ago. The Village had a garbage can on that corner since about 2011. The can would get filled with paper from the Post Office and Public Works staff emptied it (along with all the other garbages on Main street) once per week. The garbage can was removed from that corner approximately 2 years ago.
3. **OPTIONS** –
 1. To make a resolution that no formal action will be taken on this matter without a request being received from Canada Post.
 2. To put a garbage can back in front of the post office
 3. To advise Canada Post of their recycling options
 4. To accept this report as information
4. **DISCUSSION** – Councillor Cole brought this matter up to me after a Council meeting one evening, but no Canada Post employees have reached out to Village Office to discuss this matter. When one of the staff went over with the mail and saw the petition, I believe I called over to discuss it with them. We offered them several green recycling bins at the time since they are already paying for this service. Councillor Cole brought it up again via e-mail on September 28th stating that “a petition has been started and has been signed by 193 persons.”
5. **FINANCIAL IMPLICATIONS** – For the Village the only financial consideration to having a garbage can on this corner is staff/vehicle time.

For Canada Post, they are already paying for green bin recycling pick up and can choose to set out recycling biweekly (or not) the same as any other residence or business. Some businesses have a private contract for a bin and regular pick-ups if their recycling needs are more than what can fit in 1 or 2 green bins.
6. **LEGAL** – I have concerns about staff lifting the contents of a garbage can in this location due to how heavy it becomes when filled with paper products. Please see attached excerpt from the Occupational Health and Safety Code. Though no specific weigh restrictions are listed, 50 pounds is a common standard for individual employees.

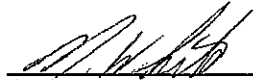
The Village does not have any special equipment to assist with lifting and dumping garbage cans.
7. **POLITICAL/PUBLIC IMPLICATIONS** – Most people who use the Alix Post Office would likely appreciate a place on site to dispose of their unwanted items. Though the petition being done does not meet the Municipal Government Act standards for an official petition (sections 219 – 226.2 inclusive) there are a significant number of signatures. With such a high level of public participation, an argument could be made that this matter warrants discussion by Council.

8. **OTHER COMMENTS** – Garbage bags put in the cans are not made to hold excessive weight and will very often split if over filled.

The purpose of garbage cans on Main Street is to allow the public to dispose of trash and keep Alix looking good. The intent is not to provide an alternative means for recycling.

9. **RECOMMENDATIONS** – Option #3

“that the Village of Alix Council directs administration to advise Canada Post in writing of their options for disposing of recyclable goods within the Village of Alix.”



Author

OCCUPATIONAL HEALTH AND SAFETY CODE

Part 14 Lifting and Handling Loads

Equipment

208(1) An employer must provide, where reasonably practicable, appropriate equipment for lifting, lowering, pushing, pulling, carrying, handling or transporting heavy or awkward loads.

208(2) An employer must ensure that workers use the equipment provided under subsection (1).

208(3) Workers must use the equipment provided for lifting, lowering, pushing, pulling, carrying, handling or transporting heavy or awkward loads.

208(4) For the purposes of this section, a heavy or awkward load includes equipment, goods, supplies, persons and animals.

Adapting heavy or awkward loads

209 If the equipment provided under section 208 is not reasonably practicable in a particular circumstance or for a particular heavy or awkward load, the employer must take all practicable means to

- (a) adapt the load to facilitate lifting, lowering, pushing, pulling, carrying, handling or transporting the load without injuring workers, or
- (b) otherwise minimize the manual handling required to move the load.

Assessing manual handling hazards

210(1) Before a worker manually lifts, lowers, pushes, pulls, carries, handles or transports a load that could injure the worker, an employer must perform a hazard assessment that considers

- (a) the weight of the load,
- (b) the size of the load,
- (c) the shape of the load,
- (d) the number of times the load will be moved, and
- (e) the manner in which the load will be moved.

210(3) If the hazard assessment required by section 7 and subsections (1) and (2) determines that there is a potential for musculoskeletal injury, an employer must ensure that all reasonably practicable measures are used to eliminate or reduce that potential in accordance with section 9.

ADMINISTRATION REPORT

Date: October 13, 2021
Memo To: Village Council
From: Michelle White
Subject: Pond Hockey tournament

RFD 21-66



-
1. **PURPOSE** – To determine if Council will allocate staff resources to a winter community event.
 2. **BACKGROUND** – Alix Lake was used for Pond Hockey quite a few years ago and then it more or less fell by the wayside for quite a while. In 2019 it was brought back as a weekend tournament that was put on by volunteers with the assistance of Public Works staff creating and maintaining the outdoor rinks.
 3. **OPTIONS** –
 1. To refuse the request for support
 2. To make a resolution allowing a Pond Hockey tournament this winter but commit no municipal resources to it
 3. To commit some degree of Public Works staff time for the development of outdoor rinks on Alix Lake
 4. To provide financial support but not staff support
 4. **DISCUSSION** –
 5. **FINANCIAL IMPLICATIONS** – A significant amount of staff time was spent clearing and maintaining 3 outdoor rinks in 2019. There is also \$500 remaining in GL 271-01-00-771 Rec – Transfers to other Organizations for the 2021 fiscal year. This could be given to the event organizers to help them with the costs of making and maintaining outdoor rinks.
 6. **LEGAL** – The rinks needed quite a bit of flooding in 2019 due to heaves and cracks in the ice. This regular maintenance was done to limit liability for public use of facilities located on municipal property. Some level of regular inspection and maintenance should be done to meet MGA requirements so the municipality is not being negligent. This can be done by volunteers or municipal staff. Signs should also be posted to “use at your own risk.”

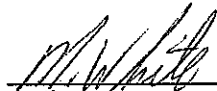
MGA s. 527.2 “Subject to this and any other enactment, a municipality is not liable for damage caused by any thing done or not done by the municipality in accordance with the authority of this or any other enactment unless the cause of action is negligence or any other tort.”

MGA s. 530(1) “A municipality is not liable for damage caused by
(a) a system of inspection, or the manner in which inspections are to be performed, or the frequency, infrequency or absence of inspections, and
(b) a system of maintenance, or the manner in which maintenance is to be performed, or the frequency, infrequency or absence of maintenance.”
 7. **POLITICAL/PUBLIC IMPLICATIONS** – Even though there was a very bad snowstorm that weekend, teams still came from all over Alberta to participate in the tournament. The outdoor rinks were also used by residents both before and after the event.

8. **OTHER COMMENTS** – Public Works has raised concerns about developing and maintaining outdoor rinks again this winter. It took quite a bit of their time and was sometimes difficult to fit the work in when they had to be doing regular duties such as plowing roads and sidewalks. There also needed to be modifications done to the entrances & paths between the rinks as the event organizers had a different layout in mind from what staff had done. Public Works suggested volunteers might be better suited for the job.

9. **RECOMMENDATIONS** – I recommend that Council allow Public Works to do the initial clearing of the rinks and plow the road to the lake as needed over the season. This way we would ensure that no volunteers are taking heavy equipment onto the ice before it is thick enough. After the rinks have been cleared, the event organizers can be made responsible for the upkeep of the ice. Council could allocate \$500 of recreation funding to help them secure help with this.

“that the Village of Alix Council directs municipal staff to create outdoor ice rinks for use during the Alix Pond Hockey Tournament, and
That the organizers of the Alix Pond Hockey Tournament are advised they will be required to do ongoing inspections and maintenance of the ice surfaces after their initial development, and
That the Village will provide \$500 to the event organizers to assist with costs associated with the event.”



Author

Original request received by email September 28, 2021 as follows:

Good afternoon,

In the past the Alix Pond Hockey group hosted an outdoor tournament on the lake. The village assisted with building rinks and plowing snow down to the campground. We would like to host another tournament this season, February 26th and would really appreciate any support the village could give.

Thank you,
Jenn Pritchard

ADMINISTRATION REPORT

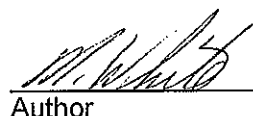


Date: October 13, 2021 RFD 21-67
Memo To: Village Council
From: Michelle White
Subject: Security system

1. **PURPOSE** – To provide information to Council regarding Railway House security monitoring.
2. **BACKGROUND** – There have been difficulties with the security system at Railway House including isolating different parts of Bays 1 & 2, many false alarms being triggered by a door setting off motion detectors and long delays getting key cards / fobs / access codes or system updates. Council requested administration review the Village's options.
3. **OPTIONS** –
 1. To remain with our current security company
 2. To put money in the operating budget allowing for the switch to a different company
4. **DISCUSSION** – In the hopes of solving the false alarms from door motion, the threshold for the door was recently replaced. Unfortunately we were not successful in getting the magnetic door contact points removed and having the entry way monitored by the (already in place) motion detectors instead, so we are hoping this will fix the problem.
5. **FINANCIAL IMPLICATIONS** – We currently pay \$110 per month for monitoring Bays 1 & 2 of Railway House. This does not include any necessary hardware updates. Those are done by the company on an 'as needed' basis.

A quote was received from another company for \$48 per month for a 36 month contract. This would not include the \$1,600 necessary to move around the hardware and allow for the space to be better 'compartmentalized' for use by the current occupants.
6. **LEGAL** – None
7. **POLITICAL/PUBLIC IMPLICATIONS** – Our current security monitoring for this building and most other municipal buildings is done by a local company.
8. **OTHER COMMENTS** – The company that provided the quote also provided a quote for replacing/installing 8 new cameras on Railway House as the current cameras are grainy and the lens guards are sun damaged. The quote for parts & labour came in at \$4,575.
9. **RECOMMENDATIONS** – Option #2 – We can continue trying to work with our current service provider on a solution, but if we are unsuccessful and the project is budgeted for we can proceed without delay.

"that the Village of Alix Council direct administration to increase the 2022 Draft Operating Budget by \$1,600 for the purpose of building improvements at Railway House."



Author



VILLAGE OF ALIX

Cheque Listing For Council

Cheque						Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount	Amount
20210583	2021-09-15	2253676 ALBERTA LTD., (ALIX FOODS)	AUGUST2021	PAYMENT SUPPLIES	105.20		105.20
20210584	2021-09-15	327241 ALBERTA LTD	929	PAYMENT AUGUST PATROLS	861.00		861.00
20210585	2021-09-15	AIRFORCED DAYLIGHTING. LTD.	6825	PAYMENT PROFESSIONAL SERVICES	1,312.50		1,312.50
20210586	2021-09-15	ALIX HOME HARDWARE	137480 137583 137647 137696 137816 137823 137855 137897 137935	PAYMENT SUPPLIES, PARTS SUPPLIES SUPPLIES PARTS SUPPLIES SUPPLIES INSECTICIDE SUPPLIES PAINT- HYDRANTS	52.78 94.94 20.99 72.43 106.92 22.29 17.41 207.82 55.86		651.44
20210587	2021-09-15	ALIX MIRROR WELLNESS SUPPORTS SOCIETY	SEPT.2021	PAYMENT 3RD QTS - FCSS FUNDING	5,500.00		5,500.00
20210588	2021-09-15	BASHAW CONCRETE	20023	PAYMENT CRUSHED GRAVEL	623.84		623.84
20210589	2021-09-15	BETH RICHARDSON (CHAUTAUQUA)	SEPT.2021	PAYMENT ADVERTISING - RFP SNOWPLOW	65.00		65.00
20210590	2021-09-15	CHAPMAN RIEBEEK	2109019	PAYMENT PROFESSIONAL SERVICES	184.80		184.80
20210591	2021-09-15	DIAKONIA CONSTRUCTION LTD	130	PAYMENT CEMETERY MOWING	1,890.00		1,890.00
20210592	2021-09-15	ECA REVIEW	2152748A	PAYMENT ADVERTISING	41.79		41.79
20210593	2021-09-15	ENVIRONMENTAL 360 SOLUTIONS LTD.	RD155688	PAYMENT AUGUST GARBAGE,RECYCLING	5,715.11		5,715.11
20210594	2021-09-15	GILLIAT, BARBARA JEAN	AUGUST2021	PAYMENT AUGUST MEETINGS/TRAVEL	381.00		381.00
20210595	2021-09-15	ICONIX WATERWORKS LP	C2112096520	PAYMENT PARTS	446.99		446.99
20210596	2021-09-15	LANCASTER CONCRETE	754266	PAYMENT CEMETERY RIBBONS	11,760.00		11,760.00
20210597	2021-09-15	MARTIN DEERLINE LTD	25032174	PAYMENT KUBOTA F2880 MOWER	33,002.08		33,002.08
20210598	2021-09-15	MPE ENGINEERING LTD	4420-015-03-11 4420-023-00-12	PAYMENT LAGOON UPGRADES-CELL 6 49 ST UPGRADES	8,179.08 4,139.10		12,318.18
20210599	2021-09-15	MUNICIPAL INFORMATION SYSTEMS INC.	20211368	PAYMENT OCTOBER IT SUPPORT	469.51		469.51
20210600	2021-09-15	NEXTGEN AUTOMATION	349692	PAYMENT PHOTOCOPIES	592.43		592.43
20210601	2021-09-15	PROCESS COLOR PRINT LTD.	86609	PAYMENT VILLAGE FLAGS	1,015.56		1,015.56
20210602	2021-09-15	PUROLATOR INC.	448473016	PAYMENT FREIGHT	56.44		56.44
20210603	2021-09-15	TAXervice	2380183	PAYMENT PREOFESIONAL SERVICES	317.10		317.10
20210604	2021-09-15	TELEBYTE COMMUNICATIONS INC.		PAYMENT			76.13



VILLAGE OF ALIX

Cheque Listing For Council

2021-Oct-14

1:45:18PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210604	2021-09-15	TELEBYTE COMMUNICATIONS INC.	94174	PHONE SET-UP	76.13	76.13
20210605	2021-09-15	VILLAGE OF ALIX		PAYMENT		1,890.24
			50100-AUG2021	AUGUST UTILITIES-BULK WATEF	353.85	
			50300-AUG2021	AUGUST UTILITIES-RV DUMP ST.	111.70	
			54400-AUG2021	AUGUST UTILITIES- CAMPGROU	379.41	
			55100-AUG2021	AUGUST UTILITIES-OLD FIREHA	124.08	
			63900-AUG 202	AUGUST UTILITIES-LIBRARY	118.76	
			69600-AUG2021	AUGUST UTILITIES-PW	116.20	
			7000-AUG2021	AUGUST UTILITIES-OFFICE	117.71	
			72700- AUG 202	AUGUST UTILITIES-FIREHALL	170.28	
			72800-aug2021	AUGUST UTILITIES- BAYS 1 & 2	136.29	
			72830-AUG2021	AUGUST UTILITIES-BAY #3	113.99	
			72841-AUG2021	AUG UTILITIES-BAY #4	147.97	
20210615	2021-09-29	ACCU-FLO METER SERVICE LTD		PAYMENT		588.00
			98810	METER PARTS	588.00	
20210616	2021-09-29	AIR LIQUIDE CANADA INC.		PAYMENT		292.61
			73413160	ACETYLENE	256.96	
			73415045	PARTS	35.65	
20210617	2021-09-29	AMSC INSURANCE SERVICES LTD.		PAYMENT		4,905.02
			OCT.2021	OCTOBER PREMIUMS	4,905.02	
20210618	2021-09-29	ANT CONSTRUCTION LTD		PAYMENT		59,850.00
			15412	SECOND LAYER OF SEAL COAT	59,850.00	
20210619	2021-09-29	BAGSHAW ELECTRIC LTD.		PAYMENT		357.74
			ICO27687	LIGHTS REPLACED - RAILWAY H	357.74	
20210620	2021-09-29	BESUIJEN, TIMOTHY W		PAYMENT		450.00
			SEPT. 2021	SEPTEMBER MEETINGS	450.00	
20210621	2021-09-29	BROWN, JUNE		PAYMENT		2,400.00
			505418	SEPT CARETAKER SERVICES	2,400.00	
20210622	2021-09-29	CANADIAN PACIFIC RAILWAY CO		PAYMENT		592.00
			1000-11133907	OCTOBER FLASHERS	592.00	
20210623	2021-09-29	CENTRAL REFRIGERATION & HEATING LTD		PAYMENT		1,144.35
			71385	SERVICING UNITS - RAILWAY HC	1,144.35	
20210624	2021-09-29	CHEM INTERNATIONAL		PAYMENT		1,760.00
			111344	CHEMICALS	1,760.00	
20210625	2021-09-29	CYBERUS PROTECTION SERVICES		PAYMENT		2,362.50
			2-10	OCTOBER PATROLS	2,362.50	
20210626	2021-09-29	DIVERSE SIGNS		PAYMENT		664.48
			8237	WAYFINDING SIGNS	664.48	
20210627	2021-09-29	FEHR, ROBERT LEE		PAYMENT		550.00
			SEPT.2021	SEPTEMBER MEETINGS	550.00	
20210628	2021-09-29	HWY 12/21 REGIONAL WATER SERVICES COMM		PAYMENT		16,121.24
			1109	AUGUST WATER CONSUMPTION	16,121.24	
20210629	2021-09-29	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		7,284.45
			SEPT.2021	SEPT. CONTRIBUTIONS	7,284.45	
20210630	2021-09-29	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2		PAYMENT		152.03
			9661679	FREIGHT CHARGES	67.39	
			9671787	FREIGHT CHARGES	84.64	
20210631	2021-09-29	SERVUS CREDIT UNION LTD.		PAYMENT		279.38
			SEPT 2021	SEPT RSP - MENAGE	279.38	
20210632	2021-09-29	WOODYS AUTO STETTLER		PAYMENT		75.96
			612-736072	DOOR LATCH RELEASE	65.86	
			612-736090	TRIM PANEL RETAINER	10.10	



VILLAGE OF ALIX

Cheque Listing For Council

2021-Oct-14
1:45:18PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount

Total 179,106.10

*** End of Report ***

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
September 30, 2021**

SERVUS CREDIT UNION

	CHEQUING	INVESTMENTS
Balance from Bank Statement:	250,762.19	4,018.68
Plus: Deposits in Transit	6,212.13	
Less: Outstanding Cheques	(121,353.75)	
 Reconciled Bank Balance:	 <u>2,392,620.57</u>	 <u>4,018.68</u>
 GL balance @ : September 30, 2021	 <u>2,392,620.57</u>	 <u>4,018.68</u>
Variance:	-	-

THIS STATEMENT SUBMITTED TO COUNCIL THIS 20th DAY OF OCTOBER, 2021



VILLAGE OF ALIX

Tax Trial Balance (Full Listing)

Trial Balance As Of 2021-10-14

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	1,640,447.07		Local Improvement Levy		0.00			
		Additional Tax Levy	0.00		Accumulated Penalty		29,121.16			
					Outstanding Penalty		19,482.89			
Sub Ledger		General Ledger								
	Current		159,550.42							
	1 Year		32,464.71		3-00-00-00-210		204,243.64			
	2 Years		9,357.04		Totals		<u>204,243.64</u>			
	3 Years		2,044.08							
	Over 3		827.39							
	Outstanding		<u>204,243.64</u>							
					Total GL		204,243.64			
					Total SL		204,243.64			
					Proof		<u>0.00</u>			

*** End of Report ***

CAO REPORT OCTOBER 2021

1. Joint Use Planning Agreements – Reviewed the latest drafts of JUPA templates with Parkland Community Planning Services. These agreements between municipalities and school divisions are new and legislated to be in place mid 2023. Each municipality will need to negotiate the terms of their agreement(s) with the school division they are in as each community has different facilities. (swimming pool, arena, multi-plex, school gymnasiums etc.)
2. Training – I took Critical Incident Debriefing training on October 7th and virtually attended the CFOGA conference at the end of September. There were very good sessions at the conference regarding the federal and provincial budgets as they relate to COVID, ethics and the importance of maintaining an ethical workplace and changes to the Public Sector Accounting Standards that will affect municipalities.
It was also interesting to see that tougher financial times are causing some larger cities to adopt a Zero Based Budgeting practice. This is the format that smaller communities and most villages have been using for years to try and provide high levels of service with minimal revenues.
3. Lacombe Regional Emergency Management – Participated in a sub-committee to review the LREMP Coordinator's contract.
4. Boat Launch – There used to be a very old outhouse surrounded by lilac bushes down by the Boat Launch. It has been removed. Council may want to consider if a portable toilet should be put in down there on a seasonal basis. If not, Public Works would like to take out the lilacs to make it easier for mowing.
5. Election – There was significant time spent over the last 6 weeks preparing for municipal election and the organizational meeting that follows. All staff have been involved in this to one degree or another, from election training to preparing various orientation documents.
6. Regular Meeting Date – The second meeting in November is scheduled for the 17th. This is also the first day of the AUMA Conference which 3 Councillors will be attending. Council may want to consider making a resolution to move the meeting to either Tuesday, November 16th or to cancel the meeting. I am not recommending moving it to the following Wednesday since that would mean 2 weeks of Wednesday Council meetings back to back – staff would not have adequate time to prepare for the December 1st meeting.

LACOMBE REGIONAL EMERGENCY MANAGEMENT MEETING

The meeting was held virtually by Zoom on September 29, at 7 pm, with 15 participants, including an Alberta Emergency Management rep.

ESS UPDATE

Drayton Bussiere presented an Emergency Social Services (ESS) update. The draft plan has been endorsed with an 2022 ESS exercise planned (COVID dependant)

WORKSHOPS UPDATE

Tom DeForge advised still in progress in conjunction with ESS exercise.

ESS REGISTRATION KITS

Julian Veiger advised Alix CAO Michelle White and DEM Jenene have been working on this. Commencing October 5 Julian will begin meeting with all member DEMS and presenting updated kits. He is also building new kits for the summer villages.

FIELD EXERCISE PROPOSAL

Julian Veiger Planning an 6 hour exercise in 2022, tentative date of October 22, 2022, as dictated by provincial legislation. This will be a regional exercise and he will be applying for provincial funding in 2021 and 2022, however would like \$1500 from member municipalities. He further advised would like to use all local LREMP persons, due to COVID.

HHID CONTRACT

Julian's new contact is under review.

LREMP BUDGET (see attached)

Building up reserves to pay for field ex.

Doug Francour from the SV of Gull Lake questioned the fee structure that for example the City of Lacombe and the smaller communities each pay the same amount. Julian V answered that the smaller communities do draw on the resources of the large ones, and if each if each community was paying their own emergency planning (by legislation) the cost would be in the range of \$20000.

The budget was accepted with the fee structure (which is 11 years old) to be reviewed in 2022.

AEMA REPORT

Brian Boutin advised lots of restrictions due to COVID. He advised all elected officials must take the Elected Officials Course **even when reelected**, and the course may be online. In person courses have been cancelled, due to COVID and are being reviewed month to month, by Provincial officials.

ROUND TABLE DISCUSSION

Brian Boutin (AEMA) complimented how well run LREMP is. No other persons fielded any questions or concerns.

NEXT MEETING

- next meeting set for April 13, 2022 at 7 pm (location TBA), due to COVID may again be virtual

Meeting ended at 7:51 pm

E.W. (ED) COLE
Councillor



**Lacombe Regional Emergency Management Program
September 15, 2021**

2021 Budget- Year End Projection

	Carried from 2020:	\$38,388.00		
Revenues			Budgeted	Actual
	Member Contributions			
	City of Lacombe		5,500	
	Town of Blackfalds		5,500	
	Village of Clive		5,500	
	Village of Alix		5,500	
	Town of Bentley		5,500	
	Town of Eckville		5,500	
	Lacombe County		5,500	
	SV of Birchcliff		2,500	
	SV of Sunbreaker Cove		2,500	
	SV of Half Moon Bay		2,500	
	SV of Gull Lake		2,500	
	Total Revenue		\$ 48,500.00	\$ -
Expenditures			Budgeted	Actual
	Contract Services (HHID Consultants)	\$ 40,000.00	\$ 40,000.00	\$ -
	Contract Services (Edge Design Solutions) <i>WEBSITE UPDATE</i>	\$ 1,000.00	\$ 2,635.00	\$ (1,635.00)
	Website Support (Edge Design Solutions) <i>ISHAS/HEALTHAS</i>	\$ 1,500.00	\$ 1,500.00	\$ -
	Supplies (Meeting & Training) <i>COURSES CANCELLED DUE TO COVID</i>	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
	Crash Cart Improvements	\$ 6,750.00	\$ 7,100.00	\$ (350.00)
	Professional Fees/Training (allowance)(5 courses x \$1,500)	\$ 7,500.00	\$ 490.00	\$ 7,010.00
	Misc.	\$ 1,000.00		\$ 1,000.00
	Total Expenditures	\$ 61,750.00	\$ 53,725.00	8,025.00
	Net Surplus(Deficit)	\$ (5,225.00)	\$ -	
	2021 Opening Operating Reserve:	\$ 38,388.00		
	2021 Surplus (Deficit)	\$ (5,225.00)	Deficit to be covered ↓	
	Ending Reserve Balance	\$ 33,163.00	<i>in 2020</i>	

by reserve funds.

Lacombe Regional Emergency Management Program

2022 Proposed Budget

Carried from 2021: \$33,163.00

Revenues	Budgeted	Actual	
Member Contributions			
City of Lacombe	5,500		
Town of Blackfalds	5,500		
Village of Clive	5,500		
Village of Alix	5,500		
Town of Bentley	5,500		
Town of Eckville	5,500		
Lacombe County	5,500		
SV of Birchcliff	2,500		
SV of Sunbreaker Cove	2,500		
SV of Half Moon Bay	2,500		
SV of Gull Lake	2,500		
Total Revenue	\$ 48,500.00	\$ -	
Expenditures	Budgeted	Actual	Re
Contract Services (HHID Consultants)	\$ 40,000.00		
Contract Services (Edge Design Solutions)	\$ 1,500.00		
Misc.	\$ 1,000.00		
2022 LREMP Field Exercise, Workshops, Website Training (2021 Carry Over)	\$ 30,000.00		(ALL INCLUSIVE)
Total Expenditures	\$ 72,500.00		
Net Surplus(Deficit)	\$ (24,000.00)	\$ -	
2022 Opening Operating Reserve:	\$ 33,163.00		
2022 Surplus (Deficit)	\$ (24,000.00)		Deficit to be covered
Ending Reserve Balance	\$ 9,163.00		by reserve funds

October 5, 2021

Village of Alix
Box 87
Alix, AB
TOC OBO

Attn: Michelle White, CAO

Madam,

We own a home located 4724 – 49th Street in Alix, which my husband and I purchased in 2019. I would like to register a formal complaint regarding the construction which occurred this summer on 49th Street and 48th Avenue and the Village's handling of it. We received absolutely no notification of impending water/sewer work nor any information regarding construction or what would be occurring or what to expect. We knew nothing until the construction company started work. They provided us with the information we should have received from the Village.

As a result of the construction, we were unable to access our property from the front of the house or use our side driveway. The only access we had for vehicles was through our one-car garage off the back alley. This resulted in two things. On a Sunday night, we had to try and arrange storage for our travel trailer, as we would not be able to remove it from our property to use once construction started. This caused us additional expense as well as the inconvenience of being unable to use our trailer for the summer without packing everything we needed into our vehicle and taking it over to the storage facility in order to use it. We opted not to bother.

For two weeks, my garbage was not picked up as I had no idea where to put my bin. I put it out front as usual, however, the truck opted not to pick it up there, I assume due to all the heavy machinery. I then called the village, who advised me to put it in the alley. The truck also did not go down my alley, so again, I received no garbage removal. I finally ended up pushing down the road in front of my neighbour's house, where it was finally picked up. I had to do that for the rest of the summer. Again, we received nothing from the village.

I only have one day off throughout the week, which I use to do laundry, housework, baking, etc. For two of those days, my water was shut off, and then my sewer. Again, I received only one day's notice, which I only noticed due to luck, as notification was simply a cardboard note stuck on front door, which I was not using due to the construction in front of my home.

In addition, several times, I could not even get to my garage through the alley due to the construction on the street and construction of a garage in the alley. I was unable to get out or in with my vehicle. There was no one at the alley site to ask to move their large truck, so I was stuck. I did call the village at the time, but the office was closed for lunch. I did speak with someone later in day, who advised me they were unaware that I would be affected by the water/sewer work as I was not on their map. It was just unfortunate. One would think you would have someone checking on the construction during the course of the summer and would have noticed there was an issue. The road in front of my house was blocked to the school parking lot driveway, as well as the road to the side. Twice after that, I was unable to get to

home after work due to the same alley construction and water/sewer work. I didn't bother even calling as it is obviously a waste of time. This was not just an inconvenience, but a safety issue. The only access to my home was through the alley, which was blocked. I had to weave my way through the heavy machinery which was still operating and could have been injured. How would an emergency vehicle through? I am aware you have no control over private construction, however I am sure a permit was issued, so you would have been aware it was occurring and should have realized the ramifications.

To add insult to injury, my husband was forced to park his truck off the alley as our garage will not hold two vehicles. He could not park it beside the house as was usual and it was stolen. That was a \$20,000 uninsured loss. I believe it would not have happened had he parked in the driveway beside the house where he has been parking for over two years.

I called the village last week and to inquire when the roads would be paved and was advised the paving of the two roads would not be done until "possibly" next year due to budgetary issues. Again, we received nothing to let us know we would essentially be living on a gravel road for the next year. I guess no one on council lives on these streets, so it is no big deal? Why would you start a job knowing you didn't have enough money to finish it?

From my perspective, the whole construction issue was mis-managed from the start, with little or no concern for the people involved. If you did not realize my house would be affected, you should have. There was no communication from the Village to us in regard to anything. The construction company tried very hard to help us out, but the Village did nothing. We have been personally and financially inconvenienced by the Village's lack of communication and lack of concern.

We pay extremely high property taxes in Alix as well as exorbitant water/sewer rates in comparison to other areas, and for the past six months, have received nothing in return. I did not see a credit on my tax bill for the days without water/sewer service, not to mention the inconvenience of not having them without any adequate notice. We have had an extremely aggravating summer and now are faced with living on a dirt road. We cannot afford to water our lawn due to the high water rates. The few hours the village pays for its "rent-a-security" has done nothing to cut down on the theft rate of vehicles from the village area, which I know has been extremely high this summer. The RCMP are rarely in the village, except at the bakery the odd Saturday for breakfast. (They will only take a theft report and in fact, when my husband called at 5:30 in the morning to report his truck stolen, he was told to call back during office hours). Unsurprisingly it has not been recovered. I personally no longer feel either safe or secure, nor do I feel the Village has the interests of its residents at heart. Perhaps more research should be done before spending our tax dollars on the illusion of security. (a truck that everyone knows is here and only patrols a few hours a week). Perhaps the money could be better spent on communication. Perhaps the Village should look at a Citizen's Patrol before someone gets hurt?

I apologize for the length of this letter, however, you need to know that decisions you make affect the people who live here, and they are entitled to be notified about issues that affect them and where their tax dollars are going, or not going. I note you sent out a newsletter highlighting all the wonderful things you have done this summer, and all the streets that did get paved but there was no mention of what you did not finish, or advising residents why. Alix has a facebook page. Perhaps the village could use to let people know what is happening rather than just report on events. I believe it is free to post.

In light of the above, I would formally request that the property taxes I paid for 2021 be refunded to us, and Property Taxes for 2022 be waived. We pay taxes in order to fund basic services, which I don't

believe I received this year, not to mention the inconvenience and costs we have incurred, in my opinion, solely due to the Village's lack of communication and management.

Margaret Barry
780-213-0752



Travel Alberta
400-1601 9 Avenue SE
Calgary, Alberta
Canada T2G 0H4

📞 403-648-1000
☎ 403-648-1111
🌐 travelalberta.com
🌐 industry.travelalberta.com

October 5, 2021

Michelle White
Village of Alix
4849 50 St. P.O Box 87
Alix, AB T0C 0B0

21-1020-CN

Application Tracking No.:

RE: Application Declined: Village of Alix

Dear Michelle,

Thank you for submitting your application to the Capital Investment program. We commend your organization for the work it is undertaking to enhance the visitor experience as we work together to recover and sustainably grow Alberta's tourism sector.

Upon careful review of your application, we found that it unfortunately does not meet the program criteria and, as such, we are unable to provide funding.

Thank you again for taking the time to apply and wish you every success with your new initiative.

If you have any questions regarding this decision, please contact the Tourism Investment team at tourisminvestment@travelalberta.com.

Kind regards,

Shelley Grollmuss
Vice President, Destination Development

October 7, 2021

Dear Municipal Manager/Administrator:

Re: 2021 AUMA CONVENTION IN EDMONTON

On behalf of Minister Sawhney, I am pleased to advise that the Minister and Alberta Transportation regional department staff will be participating in the upcoming 2021 Alberta Urban Municipalities Association Convention in Edmonton, November 17 - 19, 2021. Whether we will be attending in person or virtually will be dependant on the guidance provided by AUMA and the Chief Medical Officer of Health.

Alberta Transportation representatives will be available to discuss any transportation-related matters that may be of interest to you and your council. If you wish to arrange a meeting time with regional staff, please email Denette Leask at denette.leask@gov.ab.ca or call 403-340-5069.

If you intend to request a meeting with the Minister during AUMA, please forward your request to Wendy Birch, Issues Manager, by October 15, 2021. Ms. Birch can be reached via email at wendy.birch@gov.ab.ca. Due to limited meeting time, please ensure you provide your top three priority items for discussion along with your meeting request. As the time of the convention approaches, more details on the meeting will be provided.

Should you have any questions or concerns, please feel free to contact me at mike.damberger@gov.ab.ca or by phone at 403-340-4325

Thank you,



Mike Damberger, P.Eng
Regional Director



ALBERTA

COMMUNITY AND SOCIAL SERVICES

Office of the Minister

October 13, 2021

Dear CSS Stakeholders:

Alberta's government is asking Community and Social Services service providers to consider implementing COVID-19 vaccination policies for their employees, if you have not already done so, to help keep clients, staff and all Albertans safe as we combat the fourth wave of the virus. Taking the steps necessary to have these measures in place as soon as possible will help all of us look out for our most vulnerable populations and help reduce the pressure on our province's health care system.

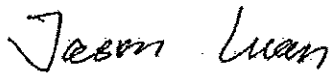
I know many service providers have already implemented COVID-19 vaccination policies, or are seeking legal and HR advice about how to adopt such an approach. We know that large providers and those serving seniors or the medically vulnerable have had these policies in place for weeks or longer. I want to thank all of you for investing the time and effort to take this important step to help us stop the spread of COVID-19. Thank you to the providers who have also implemented mandatory COVID-19 vaccination policies for new hires. Your efforts in this area are truly making a difference.

Many employers already ask employees to require proof of vaccination or a negative COVID-19 test. On September 30, the Premier announced a new requirement for the Alberta Public Service to submit proof of vaccination or provide a negative PCR or rapid testing result at their own cost. The Premier also encouraged all public employers, and specifically school authorities, to introduce similar policies. Alberta Health Services has required all employees and contracted healthcare providers – including physicians and other frontline healthcare workers – to be fully immunized for COVID-19 by October 31, 2021.

COVID-19 vaccines have been determined to be the best way to stop the spread of the virus. During this critical time we must do all we can to reinforce that message and to encourage as many Albertans as possible to get vaccinated.

Thank you for taking the time to consider the government's request. Thank you to your organization and your front-line staff for all that you do in service to our most vulnerable citizens. I appreciate your staff members' selflessness to help those in need. Their tireless dedication has been noticed.

Sincerely,

Handwritten signature of Jason Luan in black ink.

Jason Luan
Minister of Community and Social Services

Handwritten signature of Jason Copping in black ink.

Jason Copping
Minister of Health

Tanya Meston

From: Crystal Zevola <czevola@auma.ca> on behalf of Dan Rude <drude@auma.ca>
Sent: Thursday, October 14, 2021 2:21 PM
Subject: 2021 AUMA Convention Update

Good afternoon,

The 2021 AUMA Convention is right around the corner, taking place November 17 – 19, 2021 at the Edmonton Convention Centre. While we are excited to report that we are continuing to plan for an in-person event, we will adjusting our health and safety protocols to meet provincial restrictions that are in place.

In order to continue with an in-person event, the Edmonton Convention Centre, along other partnering Sponsors' Networking Event venues, must adhere to the provincial Restrictions Exemption Program. This means that all delegates, speakers, contractors, government partners and trade show vendors will be required to show one of the following each time they enter a facility:

- Proof of full vaccination (both vaccination doses must be administered 14-days prior),
- Proof of negative, privately-paid test result within 72-hours of the time and day you are entering the facility, or
- An original medical exemption letter.

Please note, as per the REP requirements copies of medical exemption letters will not be accepted - it must be the original letter. Results from Alberta Health Services tests are not permissible.

If your privately-paid testing is completed after 1:00 p.m. on Tuesday, November 16, those test results will permit your attendance for the remaining 72-hours of Convention - so, until the event closes on Friday, November 19. However, if your test is completed prior to Tuesday, November 16, those test results will not be valid for admission into the Edmonton Convention Centre on Friday as the 72-hour will have lapsed. You will require a new, privately-paid test prior to Friday's session.

We will also be following the current mask bylaws in place, which require attendees to be masked at all times unless consuming food or beverage at a table. Please note, eating and drinking are only permitted while at a table, either seated or standing. We thank you, in advance, for your cooperation.

If you have any questions or concerns ahead of our event, please contact events@auma.ca. We look forward to being together next month.

Dan Rude | Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca



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AUMA is doing its part to protect the health of its members, partners, and employees.
Fully vaccinated and masked visitors will be welcome at the AUMA office.
Please contact us to make alternative arrangements if you are unable to meet these requirements.