

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, January 19, 2022 at 6:00 P.M. (virtual)

AGENDA

1. Call to Order
2. Agenda: Amendments and Adoption
3. Adoption of the Minutes: a) Minutes of Regular Meeting - Wednesday, January 5, 2022 – 6:00 P.M.
4. Delegation: a) RCMP Cpl. Grant Glasier – Update from Bashaw RCMP Detachment
5. Bylaws: None
6. Unfinished Business: None
7. New Business: a) Disposal of Capital Assets – Request for Decision 21-75
b) Testing of Disaster Services Siren – Request for Decision 21-76
c) Land Sale Policy – Request for Decision 21-77
d) Media Policy – Emergency Management – Request for Decision 22-01
8. Financial Reports: a) Accounts Payable Cheque Listing – January 11, 2022
b) Bank Reconciliation – December 31, 2021
c) Tax Trial Balance – January 13, 2022
9. Committee Reports: None
10. Administrative Reports: a) CAO Report
b) Admin Support Report
11. Correspondence and Information: a) Alberta Municipal Affairs - Minister of Municipal Affairs, Ric McIver
b) Alberta Municipal Affairs – Assistant Deputy Minister of Municipal Affairs, Gary Sandberg
c) Crowsnest Pass – Letter of Support for Cold Lake and Streamlining Foreign Physician Assessments
d) Crowsnest Pass – Letter of Support for Fast Tracking Immigrant Nurses for Certification in Alberta
e) Town of Tofield – Rural Alberta Adolescent Vaccine Provision
f) Alix and Area Community Resource Centre – 2021 Year in Review
g) Alberta Transportation – AMWWP grant application denied
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, January 5, 2022, at 6:00 P.M., virtually.

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

Also Present: Michelle White, Chief Administrative Officer

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

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

Approval of Agenda:

Resolution #001/22: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda as presented.

CARRIED

Minutes: a) Regular Meeting – December 1, 2021

Resolution #002/22: Moved by Councillor Gilliat that the Minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, December 1, 2021, be accepted as presented.

CARRIED

Delegation: None

Bylaws: a) Bylaw 469/22: Business License Bylaw – Request for Decision 21-74

Resolution #003/22: Moved by Councillor Cole that the Village of Alix Council give first reading to Business License Bylaw 469/22, being a bylaw to provide for the control, regulation and licensing of businesses within the Village of Alix.

CARRIED

b) Bylaw 470/22: Amendment to Alix Utilities Bylaw – 2022 Water Rates – Request for Decision 21-73

Resolution #004/22: Moved by Councillor T. Besuijen that the Village of Alix Council give first reading to Alix Utilities Bylaw 470/22, being a bylaw to amend Bylaw 451/19.

CARRIED

Resolution #005/22: Moved by Councillor Gilliat that the Village of Alix Council give second reading to Alix Utilities Bylaw 470/22.

CARRIED

Resolution #006/22: Moved by Councillor Cole that the Village of Alix Council give permission for third and final reading to Alix Utilities Bylaw 470/22 at this time.

CARRIED

Resolution #007/22: Moved by Councillor J. Besuijen that the Village of Alix Council give third and final reading to Alix Utilities Bylaw 470/22.

CARRIED

Unfinished Business: None

New Business: a) Fire Suppression Revenue - Request for Decision 21-72

Resolution #008/22: Moved by Councillor Gilliat that the Village of Alix Council hereby amend Policy #42, Fire Department Response Fees by adding the following:

6. All fees collected through the enforcement of this policy shall be forwarded annually to Aix Fire Department as supplemental funding to Alix Medical First Response by or before January 31st of the following calendar year.

CARRIED

b) Subdivision Application – Lot 5, Block 5, Plan 002 4127

Resolution #009/22: Moved by Councillor J. Besuijen that the Village of Alix Council hereby resolves that in the opinion of the Subdivision Authority, the proposed application satisfies the requirements of Section 654 of the Municipal Government Act, and the relevant matters listed in Section 7 of the Subdivision and Development Regulations and submissions from municipal staff, referral agencies and adjacent landowners were presented to and considered by the Subdivision Authority as outlined in the Subdivision Report dated December 23, 2021.

Therefore, the Subdivision Authority approves the Subdivision Application subject to the listed conditions:

1. Subdivision by means suitable to the Registrar of the Land Titles Office.

2. All outstanding taxes to be paid, or satisfactory arrangements for payment thereof, to the Village of Alix [Section 654(1)(d) of the Municipal Government Act].

3. Arrangements to be completed with and to the satisfaction of the Village of Alix for the provision of services pursuant to Section 655 of the Municipal Government Act including but not limited to the future connection to municipal water and/or sanitary sewer [Section 655 of the Municipal Government Act].

4. Provision of an easement or utility right of way for Telus facilities to the satisfaction of the Village of Alix.

5. Provision of an access easement and shared parking agreement, to the benefit of proposed Lot 9, Block 5, across proposed Lot 10, Block 5 to allow access to shared parking on proposed Lot 10, Block 5 and to the satisfaction of the Village of Alix.

CARRIED

Financial Reports: a) Accounts Payable Cheque Listing – November 16 – December 29, 2021

b) Bank Reconciliation – November, 2021

c) Tax Trial Balance – December 30, 2021

Resolution #010/22: Moved by Councillor T. Besuijen that the Village of Alix Council accept the Financial Reports as presented.

CARRIED

Committee Reports: a) Highway 12/21 Regional Water Services Commission – Mayor Fehr

Resolution #011/22: Moved by Councillor Gilliat that the Village of Alix Council accept the Committee Report as presented.

CARRIED

Administrative Reports: a) Cyberus Protection Services – Village of Alix Patrol Report

Resolution #012/22: Moved by Councillor T. Besuijen that the Village of Alix Council accept the Administrative Report as presented.

CARRIED

Correspondence and Information:

a) Alberta Treasury Board and Finance – Loans to Local Authorities

b) Village of Clive – Letter to Honourable Ron Orr, MLA, Lacombe-Ponoka, Minister of Culture

c) Honourable Ron Orr, MLA, Lacombe-Ponoka, Minister of Culture - Response to Hwy 12 and 601 Intersection

d) Lacombe Foundation 2022 Lodge Requisition

e) Alix and Area Community Resource Centre - December 2021 Update

f) Alberta Advanced Education – Response to Letter of Support

g) Alberta Recreation and Parks Association – Congratulatory/ Introduction Letter

h) City of Cold Lake – Letter to College of Physicians and Surgeons of Alberta

i) Canadian National (CN) – CN in Your Community 2021 Report

Resolution #013/22: Moved by Councillor Gilliat that Correspondence Items (a) through (i) be accepted as information.

CARRIED

Closed Meeting: None

Adjournment:

Resolution #014/21: Moved by Councillor J. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 7:00 P.M.

CARRIED

Mayor

Chief Administrative Officer

ADMINISTRATION REPORT



Date: December 17, 2021
Memo To: Village Council
From: Michelle White
Subject: Disposal of Capital Assets

RFD 21-75

1. **PURPOSE** – To determine if Policy #5; The Disposal of Capital Assets is still necessary.
2. **BACKGROUND** – This policy (attached) was passed in 2006 and has not been reviewed or amended since.
3. **OPTIONS** –
 1. To rescind the policy
 2. To direct administration to update the policy and bring back to Council
4. **DISCUSSION** – Disposal of assets is not a governance matter, it is administrative. If Council feels it is necessary to have a policy in place regarding the disposal of capital assets, I recommend it be a policy directing staff on what steps to take rather than one requiring a Council resolution to proceed. This can cause delays that may end up affecting disposal price of items.
5. **FINANCIAL IMPLICATIONS** –
6. **LEGAL** – There is no legal requirement to have a Council resolution for the disposal of assets if this policy is repealed.

Policy #24, Accounting for Tangible Capital Assets states the following in reference to disposals:

When tangible capital assets are taken out of service, destroyed or replaced due to obsolescence, scrapping or dismantling the asset registers and accounting records recording a loss/gain on disposal will be adjusted.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – There are a multitude of ways an asset may be disposed of (trade in, auction, consignment etc.) and staff are in the best position to determine what method is best for what item.
9. **RECOMMENDATIONS** – Option #1, I recommend the following resolution:

“that the Village of Alix Council hereby rescinds Policy #5, The Disposal of Capital Assets.”

Author



Department Name: **Administration**

Policy No.

Department # **12**

5. 2006

Policy Title:

The Disposal of Capital Assests

Status:

Res. #

Date

Approved

616/06

Oct. 17 2006

Policy Statement:

The Village of Alix recognizes the necessity of a fair and cost effective means disposing of capital assets from time to time. The disposal of capital assets is hereby authorized in accordance with the following guidelines and procedures.

Guidelines/Procedures:

The disposal of capital assets exceeding \$1000.00 (One thousand dollars) have the approval of the Village of Alix Council and a resolution stating the same.

Administration is authorized to dispose of any capital assets that do not exceed a value of \$1000.00 (One thousand dollars) without prior authorization from the Village of Alix Council.

All capital assets to be disposed of will be offered to the general public through public tender or auction.

Village Staff and Council may purchase capital assets through the public tender or auction.

Mayor

CAO

Date


ADMINISTRATION REPORT



Date: December 17, 2021 RFD 21-76
Memo To: Village Council
From: Michelle White
Subject: Testing of Disaster Services Siren

1. **PURPOSE** – To determine if Council will repeal Policy #19; Testing of the Disaster Services Siren.
2. **BACKGROUND** – This policy (attached) was passed in 2006 and has not been reviewed or amended since.
3. **OPTIONS** –
 1. To rescind the policy
 2. To direct administration to...
4. **DISCUSSION** – The Disaster Services Siren has not been functional for approximately 20 years. The noon siren was discontinued first due to resident complaint(s). Shortly after, staff recall a resolution being passed by Council of the day to stop doing the 9 pm siren and it has not been used since. The Fire Chief confirmed most of the infrastructure is still in place, but we don't know the condition or functionality of it at this time.
5. **FINANCIAL IMPLICATIONS** – I investigated repair/replacement of a similar siren about 5 years ago. At that time I was told it would cost at least \$17,500 to buy a new multi directional emergency siren.
6. **LEGAL** – When investigated, legal issues were brought up regarding municipal responsibility for operating an emergency alert siren. The biggest issue was – can the siren be heard by EVERYONE in the community when it goes off? It was brought up that if residents are told 'you will hear this siren in the event of an emergency' and some can't hear the siren (eg. North of the highway) there may be some liability on the Village if those residents/homes suffer damages as a result of not hearing the siren and therefore not taking appropriate action.
7. **POLITICAL/PUBLIC IMPLICATIONS** – When I last investigated this, it was also brought up that an extensive and ongoing education campaign should be done if an emergency siren were to be used by the municipality. People would need to be informed of what it means when they hear the siren and what actions they should take. (shelter in place, check for emergency alert updates, evacuate etc.) This was another area of potential liability – if the siren were used in an emergency but residents didn't know what it meant.
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1, I recommend the following resolution:

"that the Village of Alix Council hereby rescinds Policy #19, Testing of the Disaster Services Siren."



Author



| |
|---|
| Department Name: Disaster Services |
| Department # 23 |

| |
|----------------|
| Policy No. |
| 19 2006 |

| |
|---|
| Policy Title: |
| Testing of the Disaster Services Siren |

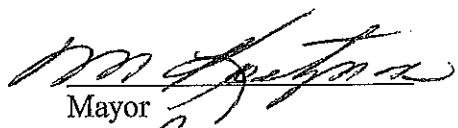
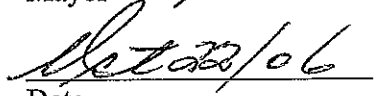
| |
|----------|
| Status: |
| Approved |

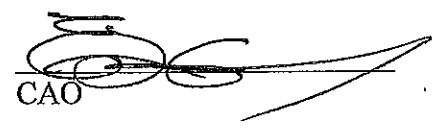
| |
|--------|
| Res. # |
| 616/06 |

| |
|--------------|
| Date |
| Oct. 17 2006 |

Policy Statement: The Village of Alix recognizes the necessity of testing the siren to ensure it is in good working order. The testing of the siren is hereby authorized in accordance with the following guidelines and procedures.

- Guidelines/Procedures:
- The Village siren will be tested monthly by the Director of Disaster Services or a person designated by the Director of Disaster Services and approved by the CAO.
 - The Disaster Services Siren Testing Log shall be completed each time the siren is tested by the person doing the test.
 - In the event a repair is needed to the siren the Director of Disaster Services shall make a written request to the Village of Alix Public Works Foreman.
 - The date of the completion of the repair shall be recorded on the Disaster Services Siren Testing Log (attached).
 - The Disaster Services Director shall ensure the safe keeping of the Disaster Services Siren Testing Log.


Mayor

Date


CAO

ADMINISTRATION REPORT



Date: December 29, 2021 RFD 21-77
Memo To: Village Council
From: Michelle White
Subject: Land Sale Policy

1. **PURPOSE** – To provide Council with a draft Sale of Municipal Lands Policy No 44 as directed.
2. **BACKGROUND** – The Village has sold multiple municipally owned properties over the years. Some at market value, some advertised for sale through a real estate agent and some at less than market value. The Municipal Government Act (MGA) has minimal guidance for these situations, so Council asked for a policy to be written that would clarify the process.
3. **OPTIONS** –
 1. To accept this report as information
 2. To amend the attached policy and approve or bring back to a future meeting
 3. To approve the attached policy
4. **DISCUSSION** – Having a policy in place helps provide guidance to staff and clarity to residents and potential buyers on what to expect when municipal lands are sold. Buyers will better know what to expect and residents will know the interests of the taxpayers are being looked after.
5. **FINANCIAL IMPLICATIONS** – The only financial aspect would be the advertising requirement. Since the MGA outlines when advertising is triggered, it is an unavoidable expense.
6. **LEGAL** – MGA s. 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.”

MGA s. 606(1) “The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

 - (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
 - (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,
 - (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
 - (c) given by a method provided for in a bylaw under section 606.1.”
7. **POLITICAL/PUBLIC IMPLICATIONS** – Though the MGA gives the authority for land disposal, it is silent regarding process or procedure other than when advertising is required. A copy of the final approved policy can be posted on the Village website and given out to potential buyers so they are better prepared. Buying land from a municipality is not the same as a private land sale... it takes longer. The policy would help set expectations correctly from the beginning.

8. **OTHER COMMENTS** – Tax recovery land sales are intentionally excluded from the policy. The MGA has a large amount of detailed information on how these sales are done. Municipal Councils do not have the ability to change or amend that process.

9. **RECOMMENDATIONS** – Option #3

"that the Village of Alix Council hereby approves Sale of Municipal Lands Policy No 44 as presented."



Author



Department: Administration

Policy No: 44

Policy Title: Sale of Municipal Lands

Resolution No:

Date:

Review Date:

Policy Statement:

The Village of Alix wishes to see the community grow and prosper. Where practical, the sale of municipal properties is one way to achieve this goal.

NOTE: This policy does not pertain to the sale of property for the purposes of tax recovery as outlined in the Municipal Government Act.

Guidelines/Procedures:

1. Council may determine by resolution to sell a municipally owned property and what method of sale to use.
2. The CAO may accept an Offer to Purchase property in any form. At a minimum, such an offer must include:
 - o The buyer's full name, address and phone number
 - o Date the offer is made
 - o Civic or legal address of the property the offer is regarding
 - o The dollar amount being offered for the property in Canadian funds

The CAO may request additional information including but not limited to; a closing date on the offer, a deposit amount to be included as part of the offer.

3. An Offer to Purchase must be brought to Council except when the property has been listed for sale with a real estate agent. When listed with a real estate agent, the CAO has discretion to accept, counter, reject or bring the offer back to Council based on guidance given during a Closed Meeting or by the resolution authorizing the property to be listed for sale.
4. If an Offer to Purchase is for market value of the property or higher, Council may make a resolution to accept the offer.
5. If an Offer to Purchase is received for less than market value of a property, the sale needs to be advertised prior to being accepted in accordance with Municipal Government Act s. 70.

6. Procedure for advertising a sale at less than market value is as follows:

- a. Notice shall be advertised for a minimum of 2 weeks in a newspaper with local circulation or mailed out to all Village residents. The notice shall contain a description of the property, the amount of the offer being considered and shall give a 14 day period for public comment.
- b. If a petition objecting to the sale is received, the CAO shall determine the validity of the petition in accordance with the legislated requirements outlined in the Municipal Government Act. The CAO has discretion to grant an extension to the public comment period if notified a petition of objection has been started before the 14 days has ended.
- c. If a counter offer is submitted for the property within the 14 day period for public comment, the CAO shall advise the person who submitted the original Offer to Purchase and give them 5 business days (not including the day of notification) to respond with a higher offer. This process shall continue until there is only one buyer remaining.
- d. If the dollar value of the final offer is the same or higher than the amount stated in the advertisement, there is no need to bring the matter back to Council and no additional advertising is required.

General:

- 7. Other considerations such as re-zoning, compliance with the municipal Land Use Bylaw, Development Permits etc. are to be considered outside the scope of this policy.
- 8. Information pertaining to an Offer to Purchase shall be treated as confidential in nature. It shall only be disclosed during a Closed Meeting of Council. The dollar amount may be disclosed for advertising and counter offer negotiations.
- 9. The Village may apply terms and conditions to the sale of property.

Mayor

CAO

Date

ADMINISTRATION REPORT



Date: January 13, 2022 RFD 22-01
Memo To: Village Council
From: Michelle White
Subject: Media Policy – Emergency Management

1. **PURPOSE** – To provide Council with a draft copy of Policy #45, Media Policy – Emergency Management for review.
2. **BACKGROUND** – Staff member Chelsie Giesbrecht has the role of Communications Officer with the Village Disaster Services Agency. She recently took training regarding Crisis Communications to assist in this role. One of the key take-aways of the training was that a policy should be put in place to outline roles & responsibilities regarding communications during an emergency. Chelsie wrote the attached policy based on her training.
3. **OPTIONS** –
 1. To approve the policy as presented
 2. To direct administration to make changes to the policy
 3. To accept this report as information
4. **DISCUSSION** – A meeting could be arranged for the Mayor (and Deputy Mayor), Director of Emergency Management (DEM) and the Communications Officer to go over communications protocol and other role specific topics. I would recommend this meeting take place in the Emergency Operations Center to help familiarize everyone with using the space.
5. **FINANCIAL IMPLICATIONS** – None, unless the above mentioned meeting is approved. The meeting would cost an extra \$200 for Council remuneration.
6. **LEGAL** – Municipalities are required to have a Disaster Services Agency according to Alberta's Emergency Management Act. One of the Agency positions is a Communications Officer.

If a meeting is to be held as mentioned under point #4 above, a resolution of Council should be done to approve it. The resolution would be in compliance with Remuneration Policy #35.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – A detailed procedural binder was created to assist the Communications Officer during an emergency.
9. **RECOMMENDATIONS** – I recommend Option #1:

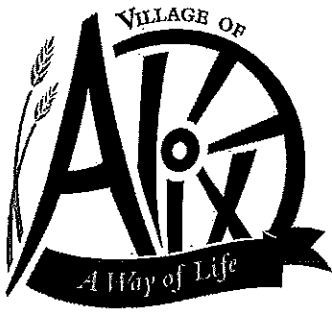
“that the Village of Alix Council hereby approves Policy #45, Media Policy – Emergency Management as presented.”

OPTIONAL RESOLUTION:

“that the Village of Alix Council hereby authorizes the Mayor and Deputy Mayor to meet with Disaster Services personnel for discussion on roles and responsibilities during an emergency.”



Author



Department: Disaster Services

Policy No: 45

Policy Title: Media Policy – Emergency Management

Resolution Date:

Date:

Review Date:

Policy Statement:

Commitment to the Community

The Village of Alix Emergency Management Agency will strive to make sure that communications made during an emergency crisis are accurate, coordinated, timely, understandable and honor FOIP compliance to ensure confidential information is not released through any media channels.

Guidelines/Procedures:

1. One person should be designated to have final approval of all official statements (holding statements and initial statements). Ideally, that person is the DEM (Director of Emergency Management), working with the Public Information Officer.
2. It is the role of the PIO (Public Information Officer) to prepare speakers with key messages before engaging with the media.
3. The speakers in a Municipality can include: the Mayor or Director of Emergency Management, along with members of Council, Fire Chief, Director of Public Works, or Manager of Social Services.
4. Media releases for speakers to attend can include:
 - news briefing or news conference
 - remote video statement (if media cannot get to your location, video statements are posted on social medias)
 - video statement at the scene of the event (in this case media may arrive before Emergency Management personnel do and often the first responders who are acting as the Incident Command take on the speaking role.
5. Social medias such as: Facebook, Website, Twitter, Instagram, YouTube etc. are managed by the PIO and a 'team' of others (if established for big events). This person or team will manage statements, updates, and any ongoing communications online (comments/questions) to the best of their ability with the information they have at the time.
6. The following typical channels may be used to disseminate a statement or other communications to stakeholders:
 - Press conference with press statement
 - Interview with the media
 - Telephone, Emergency hotline, Phone chain, Live interview

- Email
- In-facility briefing
- Social media (Facebook/Twitter/Instagram/YouTube etc.)
- Website

General:

7. If severe concerns or issues come up in a social media comment or live media release, the comment will be addressed in a quick and appropriate manner. Additional contact information will be provided to have further conversation to resolve the concern/issue presented.

Mayor

CAO

Date



VILLAGE OF ALIX

Cheque Listing For Council

2022-Jan-13

8:32:00AM

| Cheque | | Vendor Name | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|------------|---------------------------------------|--|--|--|---------------|
| Cheque # | Date | | | | | |
| 20220009 | 2022-01-11 | 327241 ALBERTA LTD | 973 | PAYMENT DECEMBER PATROLS | 283.50 | 283.50 |
| 20220010 | 2022-01-11 | ADVANCED SYSTEMS | 42717 MSP-41807 MSP-42560 MSP-42601 MSP-42602 | PAYMENT DIGITAL MY BOOK DRIVE OCTOBER IT SUPPORT DECEMBER IT SUPPORT DECEMBER 365 LICENSES DECEMBER OFFSITE BACKUPS | 229.95 383.25 383.25 135.74 131.25 | 1,263.44 |
| 20220011 | 2022-01-11 | AGAT LABORATORIES LTD. | 21886783E | PAYMENT WATER SAMPLE TESTING | 231.00 | 231.00 |
| 20220012 | 2022-01-11 | AIRFORCED DAYLIGHTING. LTD. | 7059 7086 | PAYMENT HYDROVAC LIFT STATION SNOW REMOVAL | 556.50 1,386.00 | 1,942.50 |
| 20220013 | 2022-01-11 | ALIX FIRE DEPARTMENT | 2021-196-252 | PAYMENT FIRST RESPONSE REIMBURSED | 2,835.00 | 2,835.00 |
| 20220014 | 2022-01-11 | ALIX HOME HARDWARE | 139326 139385 139391 139508 139514 139516 139560 | PAYMENT ICE MELT, SUPPLIES PARTS OFFICE SUPPLIES SUPPLIES RETURN - ICE MELT POWER BAR SUPPLIES | 143.78 16.25 56.36 7.02 (125.95) 24.14 41.97 | 163.57 |
| 20220015 | 2022-01-11 | ALIX MIRROR WELLNESS SUPPORTS SOCIETY | DEC.21,2021 | PAYMENT DONATION - FOOD BANK | 500.00 | 500.00 |
| 20220016 | 2022-01-11 | BOUNTY ONSITE INC. | 120931 | PAYMENT SUPPLIES | 371.27 | 371.27 |
| 20220017 | 2022-01-11 | CALMONT EQUIPMENT LTD. | P11575 | PAYMENT HYDRAULIC HOSE | 151.53 | 151.53 |
| 20220018 | 2022-01-11 | COLE, EDWIN | DEC. 2021 | PAYMENT DECEMBER MEETING | 250.00 | 250.00 |
| 20220019 | 2022-01-11 | CONSOLIDATED ENVIRONMENTAL SVCS INC | 137 | PAYMENT SNOW REMOVAL | 866.25 | 866.25 |
| 20220020 | 2022-01-11 | CREMAC METAL PRODUCTS LTD. | W10242 | PAYMENT PROFESSIONAL SERVICES | 2,146.11 | 2,146.11 |
| 20220021 | 2022-01-11 | EDGE MARKETING & DESIGN INC. | 7101 | PAYMENT WEBSITE SUPPORT | 74.81 | 74.81 |
| 20220022 | 2022-01-11 | EMCO CORPORATION | 731213002149 | PAYMENT PARTS | 57.38 | 57.38 |
| 20220023 | 2022-01-11 | ENVIRONMENTAL 360 SOLUTIONS LTD. | RD172294 | PAYMENT DEC. GARBAGE & RECYCLING | 5,148.83 | 5,148.83 |
| 20220024 | 2022-01-11 | GITZEL & COMPANY | 67028 | PAYMENT INTERIM AUDIT - 2021 | 5,197.50 | 5,197.50 |
| 20220025 | 2022-01-11 | GREGG DISTRIBUTORS CO LTD | 197785 468169 468170 | PAYMENT CREDIT - GLOVES ICEMELT FACE ROD | (110.38) 251.87 86.88 | 228.37 |
| 20220026 | 2022-01-11 | GT HYDRAULIC & BEARING INC. | 366756 | PAYMENT PARTS | 230.87 | 230.87 |
| 20220027 | 2022-01-11 | HIRON, PAMELA | DEC. 2021 | PAYMENT DECEMBER CLEANING - FIREHA | 137.50 | 137.50 |
| 20220028 | 2022-01-11 | KERRY'S MECHANICAL LTD | 59316 | PAYMENT TIRE REPAIR | 76.13 | 76.13 |



VILLAGE OF ALIX

Cheque Listing For Council

2022-Jan-13
8:32:00AM

| Cheque | | Vendor Name | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|------------|--|--|--|---|---------------|
| Cheque # | Date | | | | | |
| 20220029 | 2022-01-11 | LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2 | 9804311 | PAYMENT FREIGHT CHARGES | 61.39 | 61.39 |
| 20220030 | 2022-01-11 | NELCO MARINE | 2613 | PAYMENT MARINE SOLAR LANTERNS | 2,628.55 | 2,628.55 |
| 20220031 | 2022-01-11 | SECURITY WATCH OF CANADA INC. | 10849 10889 | PAYMENT SMOKE DETECTOR BATTERIES 4TH QTR RAILHOUSE MONITORI | 125.48 346.50 | 471.98 |
| 20220032 | 2022-01-11 | VILLAGE OF ALIX | 50100-DEC.202 63900-DEC.202 69600-DEC.202 7000-DEC2021 72700- DEC202 72800-DEC.202 72830-DEC2021 72841-DEC. 202 | PAYMENT DEC. BULK WATER DEC UTILITIES- LIBRARY DEC UTILITIES-P/W DEC. UTILITIES- OFFICE DEC UTILITIES - FIRE HALL DEC UTILITIES-BAYS 1 & @ DEC UTILITIES- BAY #3 DEC UTILITIES-BAY # 4 | 766.95 116.11 96.55 121.96 114.53 136.83 112.40 125.67 | 1,591.00 |

Total 26,908.48

*** End of Report ***

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
December 31, 2021**

SERVUS CREDIT UNION

| | CHEQUING | INVESTMENTS |
|--|--------------------------------|----------------------------|
| Balance from Bank Statement: | 2,270,830.04 | 4,020.70 |
| Plus: Deposits in Transit | 10,762.31 | |
| Less: Outstanding Cheques | (49,097.34) | |
| Reconciled Bank Balance: | <u>2,232,495.01</u> | <u>4,020.70</u> |
| GL balance @ : December 31, 2021 | <u>2,232,495.01</u> | <u>4,020.70</u> |
| Variance: | - | - |

THIS STATEMENT SUBMITTED TO COUNCIL THIS _ 19TH DAY OF JANUARY, 2022



VILLAGE OF ALIX

Tax Trial Balance (Full Listing)

Trial Balance As Of 2022-01-13

| 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 | | 25,202.35 | | | |
| | | | | | Outstanding Penalty | | 25,044.70 | | | |
| | | Sub Ledger | General Ledger | | | | | | | |
| | | Current | 14,512.89 | | | | | | | |
| | | 1 Year | 104,525.54 | | 3-00-00-00-210 | | 153,172.79 | | | |
| | | 2 Years | 25,276.89 | | Totals | | <u>153,172.79</u> | | | |
| | | 3 Years | 7,692.38 | | | | | | | |
| | | Over 3 | 1,165.09 | | | | | | | |
| | | Outstanding | <u>153,172.79</u> | | | | | | | |
| | | | | | Total GL | | 153,172.79 | | | |
| | | | | | Total SL | | 153,172.79 | | | |
| | | | | | Proof | | <u>0.00</u> | | | |

*** End of Report ***

CAO REPORT JANUARY 2022

1. NG 911 – The process is still underway to roll over the province’s current 911 dispatch system to what is being called Next Generation 911. A draft agreement called “Next Generation 9-1-1 Local Government Service Agreement” between Telus and the Village has been sent out for administrative review. I have asked for a concise report from Telus on NG 911 that can be presented to Council as all materials we are currently receiving are extremely detailed and technical.
2. Audit – Our municipal audit is scheduled for February 3rd & 4th. Year end work and audit prep will be taking a considerable amount of staff time until about mid February.
3. Lacombe Regional Emergency Management – Alix’s table top disaster exercise scheduled for January 27th has been pushed back to late February due to the current pandemic restrictions. DEM Anderson is working with provincial and regional partners on rescheduling the event.
4. Lake Safety – I’m happy to say Public Works staff member Trudy Kozak did a great job sourcing new buoys for the upcoming lake season. Trudy managed the project start to finish and was able to source aquatic supplies for us (on budget) while dealing with supply chain issues.
5. Business License Bylaw – A copy of draft Bylaw 469/22 has been sent to Peace Officers for review and comment. It has also been posted on our website and a Facebook post advising residents of the review process was done. Print copies are available for pick up at the office as well.

Report for Council Meeting – January 2022

Economic Development

Google

The views from the locations I added on google continues to climb everyday. The Lion's den has reached 1,000 views, Alix Nature Trail has over 5,000, Museum has 8,000, and the Alix Lake and Boat Launch has 1,000. Adding these locations has really helped our online presence for what our community has to offer.

Lacombe Regional Tourism

We had a meeting December 15th. We discussed the best financial route for stakeholders to invest for our first year and some ideas on where we wanted to start to be able to get a solid foundation for the 'Route 12' initiative. We will have a meeting in February to hopefully be able to start moving forward with some groundwork.

General Information

Training

Webinar on 'Boosting Canada's Growth and Competitiveness' was postponed until later in January

Trauma Informed Care:

- This was a free course through Alberta Health Services that had 6 modules. I took this course thinking of Emergency Management and the impact a crisis could have on our community members. It was very informative on how to manage and respond to people who are experiencing trauma in an exact moment. The one module was specifically for Disaster Response.

November 30th training – Crisis Communications and Public Information Officer:

- This was a very informative training session and really helped to understand what a Public Information Officer does for Emergency Management. Having better insight on how to communicate properly and effectively, as well as what policies and specific lists should be in place in case of a crisis.
- I also created a Public Information Officer binder – this binder includes – writing types for internal and external communication, contact information, ICS (Incident Command System) paperwork, approved holding statements and approved initial statements, local state of emergency fillable statements, media contacts, definitions, bylaws and policies, and layouts for message mapping.
- This binder will be shared to different agencies throughout our region.

Economic Development for Municipalities Webinar:

The webinar had 50 people in attendance, with Keynote speakers from across Canada. This was really geared towards larger centres, but some key take aways that could help the planning stages in our smaller community are:

- Realigning growth and development plan with an online presence.
- Strong leadership and understanding for people of what ‘you’ want to accomplish when planning.
- “Our world got smaller” – taking advantage of online platforms and connecting with people you may not have in the past.
- Importance of the Main Street and core of your community – locally spending and sourcing results in the economic circulation in your community longer.
- Investing in attraction – walkable streets, outdoor seating, having a unique feel, advertising etc. all help build pathways to help be a ‘magnet’ for attracting people and businesses.

January 11th – April 11th I will be taking my ‘Management Communications: Interpersonal Skills’ course through University of Calgary.

January 18th I will be taking my AEA (Alberta Emergency Alert) Training to be an authorized user for Emergency Management.

Social Media

Our Village Facebook page continues to grow. As of January 11, 2022, we have 597 page likes and 674-page followers. Our posts have reached 1,926 more people, increasing our post engagements by 22%.

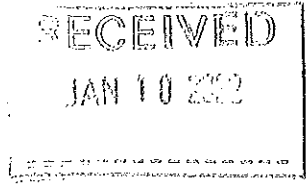
Chelsie Giesbrecht





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*



AR107369

December 23, 2021

His Worship Robert Fehr
Village of Alix
PO Box 87
Alix AB T0C 0B0

Dear Mayor Fehr:

Thank you for taking the time during the Alberta Municipalities fall 2021 convention to meet with me to discuss your concerns regarding a leak in the sewage lagoon and the village's inability to pay for this repair.

I appreciated the opportunity to hear your municipality's concerns and build on our relationship during the meeting. I have shared your concerns with my colleague, the Honourable Rajan Sawhney, Minister of Transportation, for her awareness.

Please do not hesitate to contact my office if you require any additional information regarding our discussion during the convention. I look forward to working with you and your council in building a strong and prosperous Alberta.

Sincerely,

Ric McIver
Minister

cc: Honourable Rajan Sawhney, Minister of Transportation
Michelle White, Chief Administrative Officer, Village of Alix



*Michelle,
I hope all is well!
Hope you have a wonderful
Christmas break, and all
the best in 2022.*

AR105152

December 20, 2021

Ms. Michelle White
Chief Administrative Officer
Village of Alix
Box 87
Alix, AB T0C 0B0



Dear Ms. White:

Thank you for your email of December 16, 2021, regarding the completion of all non-compliant items identified in the 2021 Municipal Accountability Program (MAP) report for the Village of Alix.

I commend the village for moving forward and addressing these items in a timely manner, and I am pleased to advise you the Village of Alix 2021 MAP review has been completed to the satisfaction of the Minister.

On behalf of Municipal Affairs, I wish the village all the best for the future.

Yours truly,

Gary Sandberg
Assistant Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs
Brandy Cox, Deputy Minister, Municipal Affairs
Desiree Kuori, Municipal Accountability Advisor, Municipal Affairs



January 7, 2022

Via Email: registrar@cpsa.ab.ca

College of Physicians and Surgeons of Alberta
2700, 10020 100 Street NW
Edmonton, AB T5J 0N3

Attention: Dr. Scott McLeod, Registrar

Dear Dr. McLeod:

Re: Letter of Support for City of Cold Lake and Streamlining Foreign Physician Assessments

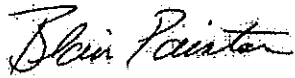
The Municipality of Crowsnest Pass Council fully supports the request by the City of Cold Lake to have the College of Physicians and Surgeons of Alberta consider streamlining the assessment process for physicians from outside of Canada but wish to extend this consideration be given to facilitate integration for those doctors in all communities in Alberta currently facing physician shortages.

Our current health crisis has clearly demonstrated the need for additional doctors to support and enhance caregivers that are overworked and stretched to capacity when there are many immigrant physicians sitting on the sidelines forced to work in underemployed positions to make ends meet.

We recognize that it is a great responsibility to ensure that foreign educated doctors are qualified to Canadian standards, but it appears that the current process is too cumbersome and that as a country we are losing out on this virtually untapped pool of skilled medical professionals.

We thank you for your kind consideration and hope that we can all work together to find a solution to this problem, or at the very least to make improvements to the current accreditation process by removing the significant barriers to becoming certified in our province.

Sincerely,

A handwritten signature in black ink that reads "Blair Painter". The signature is written in a cursive, flowing style.

Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: The Honorable Jason Copping, Minister of Health
Alberta Municipalities
Rural Municipalities Association



January 7, 2022

Via Email: carna@nurses.ab.ca

College & Association of Registered Nurses of Alberta
11120 178 Street
Edmonton, AB T5S 1P2

Dear Council:

Re: Letter of Support for Fast Tracking Immigrant Nurses for Certification in Alberta

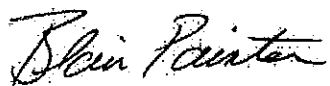
The Municipality of Crowsnest Pass Council respectfully requests that the College & Association of Registered Nurses of Alberta consider fast tracking immigrant nurses to qualify to work in Alberta in all communities currently facing nursing shortages.

Our current health crisis has clearly demonstrated the need for additional nurses to support and enhance our current caregivers that are overworked and stretched to capacity when there are many immigrant nurses sitting on the sidelines forced to work in underemployed positions to make ends meet.

We recognize that it is a great responsibility to ensure that foreign educated nurses are qualified to Canadian standards, but it appears that the current process is too cumbersome and that as a country we are losing out on this virtually untapped pool of skilled medical professionals.

We thank you for your kind consideration and hope that we can all work together to find a solution to this problem, or at the very least to make improvements to the current accreditation process.

Sincerely,

A handwritten signature in black ink that reads "Blair Painter". The signature is written in a cursive, flowing style.

Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: The Honorable Jason Copping, Minister of Health
Alberta Municipalities
Rural Municipalities Association



PO Box 30, 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

January 13, 2022

Honorable Jason Kenney
Premier of Alberta
Office of the Premier
307 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Dear Premier,

Re: Rural Alberta – Adolescent Vaccine Provision

Premier Kenney, since the availability of vaccines has been provided to Albertans, the message from yourself, the Chief Medical Officer of Health, and the Health Minister has remained consistent. This message has been that all eligible individuals should receive the first available vaccine, and now, this availability has extended to our youth. During the first availability of vaccine, rural Alberta felt that they were being slighted, or ignored in not having vaccine provision to those who were unable to travel, or not wanting to leave the comforts of their own community, to truly do the right thing and become vaccinated. Many across rural Alberta, Tofield included reached out to advocate and make our voices heard in having this service provided in our communities through our very capable means, such as, our pharmacies and competent pharmacists.

Bluntly, your government is ignoring rural Alberta, and creating barriers and hindrances for vaccine provision. Members of our community wanting to have their children vaccinated are being forced to drive between 50 and 70 kilometers one way to have this service provided. On top of this true inconvenience, the weather elements and poor road conditions are adding a further issue to what is already a stressful time for these parents. The decision of many is to not contend with these barriers, which is resulting in a lower vaccination rate in our rural locations.

The path forward from our vantage point appears clear, provide vaccine to our rural pharmacies to vaccinate our youth. Globally, we know that the way back to a normal life requires vaccination. In not having this ability in rural Alberta, the pandemic and its challenges to our health care system, economy and Albertans mental health will continue.

Honorable Jason Kenney
Premier of Alberta
Page 2

Premier Kenney, please do not continue to ignore rural Alberta. We in the outlying centres have suffered deeply, and this stance only stands to hurt Alberta as a province on a longer-term basis. As a Council and a community, we implore your government to take a stance and advocate for change.

Sincerely,

Debora Dueck
Mayor
mayor@tofieldalberta.ca

C.C

The Honorable Jason Copping, Minister of Health
Dr. Deena Hinshaw, Chief Medical Officer of Health
Damien Kurek, MP
Jackie Lovely, MLA
Alberta Municipalities
Rural Municipalities of Alberta
Darren Erickson, Tofield Pharmacy
Tofield Mercury
Vegreville News Advertiser

ALIX AND AREA COMMUNITY RESOURCE CENTRE 2021

YEAR-END REVIEW

Engagements

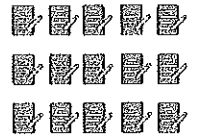
Village of Alix: 60%
Lacombe County: 34%
Other: 6%

3731
PARTICIPANTS

Program Partnerships

OF Programs

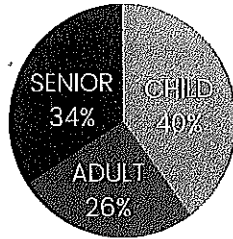
23



Forms & Technology Support: 9%
Program Assistance: 52%
Health & Wellness: 3%
Client Care: 12%
Other: 14%
Food Bank: 10%

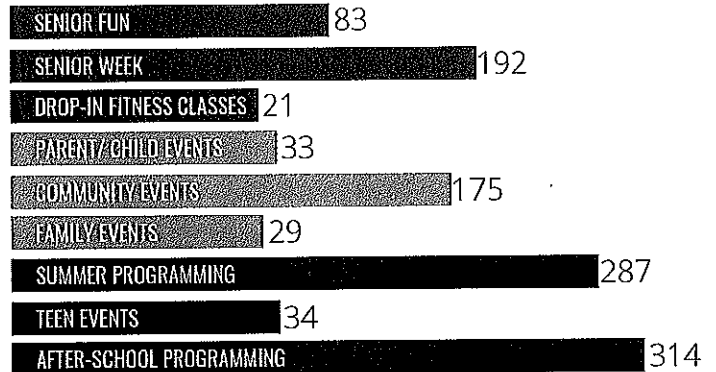
Information & Referral

3958
of Needs Served



Alix CRC Events

OF PARTICIPANTS



Home Support

9

CLIENTS

Meals on Wheels

510

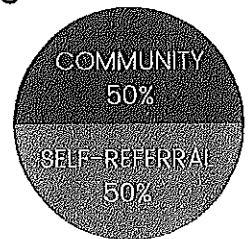
MEALS DELIVERED

18 Clients
8 Volunteers

Mental Health: 12%
Addictions: 5%
Food Bank: 6%
Form Support: 40%
Housing: 4%
RCMP: 2%
Other: 30%

Resource Navigation

149
CLIENTS



FOOD BANK

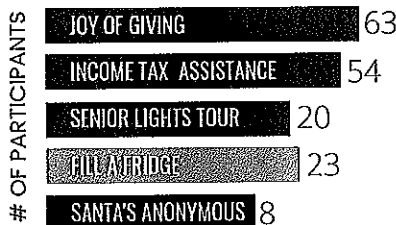
Children: 121
Adults: 184
Seniors: 146

189
HOUSEHOLDS

External Community Programs & Events



Seasonal Programs & Events



Social Presence



376

Follow us on Facebook



ALBERTA
TRANSPORTATION

Office of the Minister

January 10, 2022

AR 87075

His Worship Rob Fehr
Mayor
Village of Alix
Box 87
Alix, AB T0C 0B0

Dear Mayor Fehr:

Thank you for your June 30, 2021 letter to Minister Nixon, Minister McIver, and Minister Orr regarding the Village of Alix's wastewater treatment lagoon rehabilitation project. As Minister of Transportation, I am able to provide the following information.

The Village's wastewater lagoon project is currently eligible under the Alberta Municipal Water/Wastewater Partnership (AMWWP). The application for the rehabilitation of Cell 6 will be placed on the potential projects list for future consideration, and will be reviewed subject to budget availability. While this project has been prioritized as high by the department, the program is currently oversubscribed; there are many other AMWWP applications that will also need to be considered. The earliest this project can be considered for funding would be after Budget 2022, subject to new funding availability.

Please continue to liaise with Ms. Denette Leask, Infrastructure Technologist in Red Deer, regarding any updates to the project scope and estimates. Ms. Leask can be reached at Denette.Leask@gov.ab.ca.

Thank you for writing.

Sincerely,

Rajan Sawhney
Minister of Transportation

cc: Honourable Ric McIver, Minister of Municipal Affairs
Honourable Jason Nixon, Minister of Environment and Parks
Honourable Ron Orr, Minister of Culture

