

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, June 1, 2022 at 6:00 P.M.

AGENDA

1. Call to Order
2. Agenda: Amendments and Adoption
3. Adoption of the a) Minutes of Regular Meeting - Wednesday, May 18, 2022 – 5:00 P.M.
4. Delegation: None
5. Bylaws: None
6. Unfinished Business: None
7. New Business:
 - a) Evacuation Plan – Request for Decision 22-26
 - b) Local Government Fiscal Framework Request for Decision 22-25
 - c) Alix Public Library Funding Request – Request for Decision 22-27
 - d) Personnel Policy Review – Request for Decision 22-28
8. Financial Reports: None
9. Committee Reports: None
10. Administrative Reports: None
11. Correspondence and Information:
 - a) Alberta Municipal Affairs – 2022 Funding Allocations
 - b) Parkland Regional Library System – 2021 Return on Investment
 - c) Alberta Municipal Water/Wastewater Partnership (AMWWP) and Water for Life (W4L) Application Status
 - d) Alberta Transportation – Alberta Municipal Water/Wastewater Partnership (AMWWP) Program Update
 - e) Lightcatch Network Inc. – De-risk The Local Crime Rate
 - f) Village of Coutts - Increasing Utility Fees
 - g) Town of Bon Accord - Increasing Utility Fees
 - h) Town of Fox Creek – Further Support for the RCMP
 - i) Town of RedCliff – Increasing Utility Fees
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, May 18, 2022, at 5:00 P.M.

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

Also Present: Michelle White, Chief Administrative Officer

Call to Order: Mayor Fehr called the meeting to order at 5:00 P.M.

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

Approval of Agenda:

Resolution #112/22: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda with the following amendment:

Add: New Business: d) Alix Nature Trail Society – Bridge Project

CARRIED

Minutes: a) Regular Meeting – May 4, 2022

Resolution #113/22: Moved by Councillor T. Besuijen that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, May 4, 2022, be accepted as presented

CARRIED

Delegation: None

Bylaws: None

Unfinished Business: None

New Business: a) Unclaimed Property Disposal - Request for Decision 22-22

Resolution #114/22: Moved by Councillor T. Besuijen that the Village of Alix Council hereby directs Administration to sell the 1987 Buick Park Avenue and the 1986 Oldsmobile Custom Cruiser vehicles located at 4904 47 Street, Alix, Alberta by accepting offers to purchase “as is, where is” and in accordance with Municipal Government Act, Section 610.

CARRIED

b) Jackets – Request for Decision 22-23

Resolution #115/22: Moved by Councillor Gilliat that the Village of Alix Council hereby accepts Request for Decision 22-23 as information.

CARRIED

c) Tax Recovery – Request for Decision 22-24

Resolution #116/22: Moved by Councillor Cole that the Village of Alix Council hereby approves the presented Terms and Conditions of Sale for the 2022 Public Auction, attached to and becoming part of these minutes.

CARRIED

Resolution #117/22: Moved by Councillor Gilliat that the Village of Alix Council resolves that the 2022 Public Auction for the purpose of tax recovery will be held on September 13, 2022 at 9:00 a.m. at the municipal office located at 4849 50th Street, Alix, AB.

CARRIED

New Business: (Cont.)

Resolution #118/22: Moved by Councillor J. Besuijen that reserve bids for the 2022 Public Auction be set as follows:

Lot 11A; Block F; Plan 825TR \$ 78,350

Lot Pt. A; Plan 4677RS \$212,400

CARRIED

d) Alix Nature Trail Society – Bridge Project

Resolution #119/22: Moved by Councillor Cole that the Village of Alix Council hereby contribute \$14,535.00 to the Alix Nature Trail Society for the Bridge Project on the Alix Nature Trail.

CARRIED

Financial Reports:

a) Accounts Payable Cheque Listing – April 20 – May 4, 2022

b) Bank Reconciliation – April 30, 2022

c) Tax Trial Balance – May 12, 2022

d) Year to Date 2022 Operating Budget – May 10, 2022

Resolution #120/22: Moved by Councillor T. Besuijen that the Village of Alix Council accept the Financial Reports as presented.

CARRIED

Committee Reports:

a) Lacombe Regional Solid Waste Commission – Councillor Gilliat

b) Highway 12/21 Regional Water Services Commission – Councillor J. Besuijen

c) Lacombe Regional Emergency Management – Councillor Cole

Resolution #121/22: Moved by Councillor T. Besuijen that the Village of Alix Council accept the Committee Reports as presented.

CARRIED

Administrative Reports:

a) Chief Administrative Officer's Report

b) Emergency Management Report

c) Cyberus Protection Services – Village of Alix Patrol Report

Resolution #122/22: Moved by Councillor Gilliat that the Village of Alix Council accept the Administrative Reports (a) through (c) as presented.

CARRIED

Correspondence and Information:

a) Town of Mundare Re: Alberta Provincial Police Force

b) Town of Coaldale – Increasing Utility Fees

c) Alix MAC Class of 2022 – Graduation Invitation and Speech Request

Correspondence and
Information: (Cont.)

Resolution #123/22: Moved by Councillor Cole that the Village of Alix Council authorize a member of Council to attend the Alix MAC Graduation Ceremony and speak on behalf of the Village.

CARRIED

Resolution #124/22: Moved by Councillor Gilliat that Correspondence Items (a) and (b) be accepted as information.

CARRIED

Closed Meeting: a) FOIP Sec. 27 – Privileged Information – Re: Sewer Repairs

Resolution #125/22: Moved by Councillor Gilliat that the Village of Alix Council go into a Closed Meeting at 5:56 P.M. to discuss FOIP Section 27, Privileged Information Re: Sewer Repairs.

CARRIED

Resolution #126/22: Moved by Councillor T. Besuijen that the Village of Alix Council return to the Public Meeting at 6:07 P.M.

CARRIED

Resolution #127/22: Moved by Councillor Cole that the Village of Alix Council hereby moves \$107,142.00 from Sewer Reserves to Operating Revenue to cover the costs of emergency repairs to the main sewer outfall line.

CARRIED

Adjournment:

Resolution #128/22: Moved by Councillor Gilliat that this Regular Meeting of the Village of Alix Council be adjourned at 6:08 P.M.

CARRIED

Mayor

Chief Administrative Officer

ADMINISTRATION REPORT



Date: May 20, 2022 RFD 22-26
Memo To: Village Council
From: Michelle White
Subject: Evacuation Plan

1. **PURPOSE** – To have Council review and possibly approve the proposed Evacuation Plan.
2. **BACKGROUND** – Work is ongoing by Director of Emergency Management Janene Anderson to make sure Alix is prepared in the event of an emergency. Part of this preparation includes the development of an Evacuation Plan for the Village to include with the Village's Emergency Response Plan.
3. **OPTIONS** –
 1. To approve the Alix Emergency Evacuation Plan as presented
 2. To accept this report as information
4. **DISCUSSION** – Even though Alix is not a large city, there is a definite benefit to having an Evacuation Plan in place, especially since Highway 12 bisects the community. Janene worked closely with the Alix Fire Department on developing the different evacuation zones.
5. **FINANCIAL IMPLICATIONS** – Possible reduced expenses during an emergency due to the efficiency of activating a plan rather than trying to figure out a process in the moment.
6. **LEGAL** – There is no legislative requirement to have an Evacuation Plan in place, however Local Authority Emergency Management Regulation section 4 states:

"A local authority's emergency plan must include (c) the local authority's plan for preparedness, response and recovery activities."
7. **POLITICAL/PUBLIC IMPLICATIONS** – Being prepared, practicing and training with a plan gives emergency response personnel a better understanding of what to do and what is to be expected of them in an emergency. They then have more confidence when dealing with the public if the plan ever needs to be enacted.
8. **OTHER COMMENTS** – Janene's work on this project has benefited administration in several different ways. Her civic addressing/mapping work has found many corrections for us to make on our maps and GIS software. We now have more accurate data for our Statistical Information Return (which is required by Municipal Affairs and submitted annually). We have the ability to cross check accuracy with Alberta Treasury re: provincial census estimates and with our assessor on his recorded types of dwellings (single family vs. multi family, combined commercial/residential etc.)
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

"that the Village of Alix Council hereby approves the Alix Emergency Evacuation Plan as presented."



Author

The Village of Alix Emergency Evacuation by Division Response Plan

Introduction:

The objective of the Alix Emergency Evacuation Response Plan is to minimize the effects of an emergency requiring the Village of Alix to be vacated. The plan sets out recommended guidelines for coordinating the actions of different agencies in the community that could be of assistance in responding to an evacuation order. The recommended guidelines included in the plan are general to allow for flexibility when responding to an ever-changing scenario. This document is meant to be a guide for the Incident Commander to respond to an evacuation event.

The Village of Alix will utilize the standardized ICS system in any response to a disaster or significant hazard.

A State Of Local Emergency (SOLE) must be declared by the Municipality before the local authority can order an evacuation of residents. A local authority may issue public warnings, evacuation alerts, advisories, and other relevant information without a SOLE in place.

General Procedure:

The Director of Emergency Management shall ensure that if any emergency or disaster makes it necessary to evacuate all or any portion of the Village of Alix, the following procedures will be followed:

Notification:

- (1) The Director of Emergency Management (DEM) will be notified by any first response agencies of a threat or need to evacuate residents.
- (2) The DEM will ensure an Emergency Response, that the following actions are taken by ICS protocols:
 - a) various departments and agencies are alerted and mobilized as required.
 - b) Recommend to elected officials to declare a state of local emergency, if necessary
 - c) The Lacombe Regional Emergency Partnership is advised.
 - Assist in the determination of all or any division of the municipality that needs to be evacuated and, if so, in what order.
 - d) Advise the Directors of Emergency Management in neighboring communities intended to receive evacuees to activate their Reception Centre Plans should the need for an evacuation occur. Also, provide the expected numbers and times of arrival for evacuees.
 - e) Ensure alerts are sent to key agencies and institutions including but not limited to all surrounding schools, the Regional Health Authority, etc.
 - f) Assess the need for mutual aid assistance.
 - g) Ensure Alberta Municipal Affairs, Emergency Management Alberta is notified.
- (3) Ensure an Evacuation Alert is sent to the public to evacuate, and the coordination of evacuation operations is initiated.
- (4) Ensure an Evacuation Order is sent to the public to evacuate, and the coordination of evacuation operations is initiated.

Evacuation Alert:

Stage 1: An Evacuation Alert:

This is to inform the community of a potential or current threat that could lead to an Evacuation Order. It provides impacted, at-risk, population information to begin preparations to evacuate. It should be structured to provide timely and accurate information; it may not always be possible to issue an Evacuation Alert before an Evacuation Order.

Voluntary Evacuation Notice:

May be utilized as a part of the greater Lacombe Regional Emergency Management Plan agreement.

- The Public Information Officer (PIO) will notify affected individuals through various communication channels of the potential need to evacuate. Common channels include the Villages website, the Alberta Emergency Alert system, Radio, and door-to-door if time permits.
- Information will be provided regarding the nature of the hazard and suggested actions to be taken.
- Situation updates on potentially hazardous conditions will be provided on an ongoing basis.

An Evacuation Alert:

Should contain the following:

- The issuing authority.
- The reason for the Alert including a hazard description.
- Duration of the evacuation.
- The areas under Alert, with as much detail as possible.
- Recommended evacuation routes and identification of closed routes.
- Location of reception centers/shelters and collection points.
- What personal belongings to prepare and take (limitations if applicable)?
- Where to get additional information.
Depending on the hazard, an Evacuation Order may be issued without a prior Evacuation Alert / Voluntary Evacuation Notice being issued.

***See Appendix A for a sample Voluntary Evacuation Insert ***

Stage 2: Evacuation Order:

When an evacuation order is issued the impacted population should leave the area immediately. An Evacuation Order will provide the same information as the Evacuation Alert but will include the fact that it is a Mandatory Evacuation Order.

- Sweep: After an Evacuation Order has been issued, plans should be put in place to conduct a sweep of the evacuation area to ensure that all those at risk are aware of the need to evacuate.

***See Appendix A for a sample Mandatory Evacuation Insert ***

Stage 3: Evacuation Rescind:

The decision to rescind an Evacuation Order should occur when the DEM or designate, in consultation with the Incident Command (IC), determines that it is safe to return.

An Evacuation Rescind should include:

- The issuing authority.
- The areas under Rescind with as much detail as possible.
- Specific timings for return.
- Details if a phased return is applicable.
- Recommended routes and identification of closed routes.
- Where to get additional information. Multiple dissemination methods shall be utilized to capture as wide an audience as possible.

Evacuation Divisions:

As part of evacuation planning, the Village of Alix has identified evacuation divisions. These zones specify by area evacuation planning and response. This will allow officials to issue Evacuation Alerts and Orders to specific areas. Evacuation divisions allow officials to provide residents and visitors with clarity on what actions they need to take based on their location and proximity to the identified hazard.



Division 1

49 Avenue
5007 – 5403
5508 – 5404

55 Street
4911 – 4951
4960 – 4908

49 A Avenue
5404 – 5420

54 Street
4940 – 4908

Key considerations:

Agriculture Grounds: 1

Apartments: 6

Nature Trail Entrance

Parks: 1

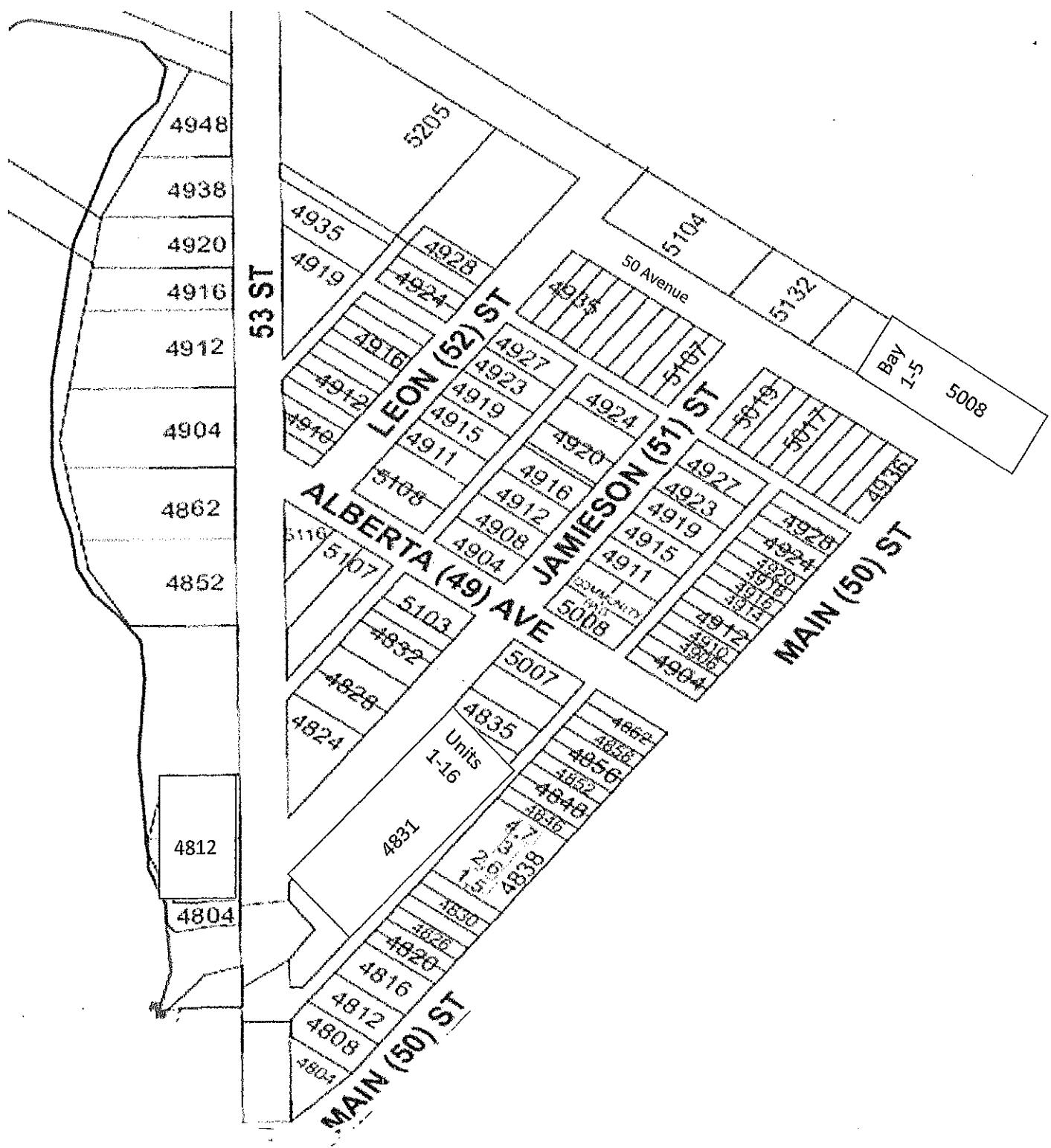
Pump House: 1

Residential Housing: 48

Egress from Alix

The Village of Alix has identified means of egress.

1. Left on 50 Avenue.
2. Right to 52 Street turn left and proceed over the railway track to Highway 12.



Division 2

52 Street (VPR)	51 Street (VPR)	50 Street	50 Avenue	53 Street
4924 – 4912	4924 – 4824	4936 – 4838	5008 – 4604	4948 – 4804
4935 – 5108	4927 – 4817	4831 – 4935	5019 – 5017	4935 – 4910

49 Avenue
5108 – 5008
5103 – 5007

Key considerations:

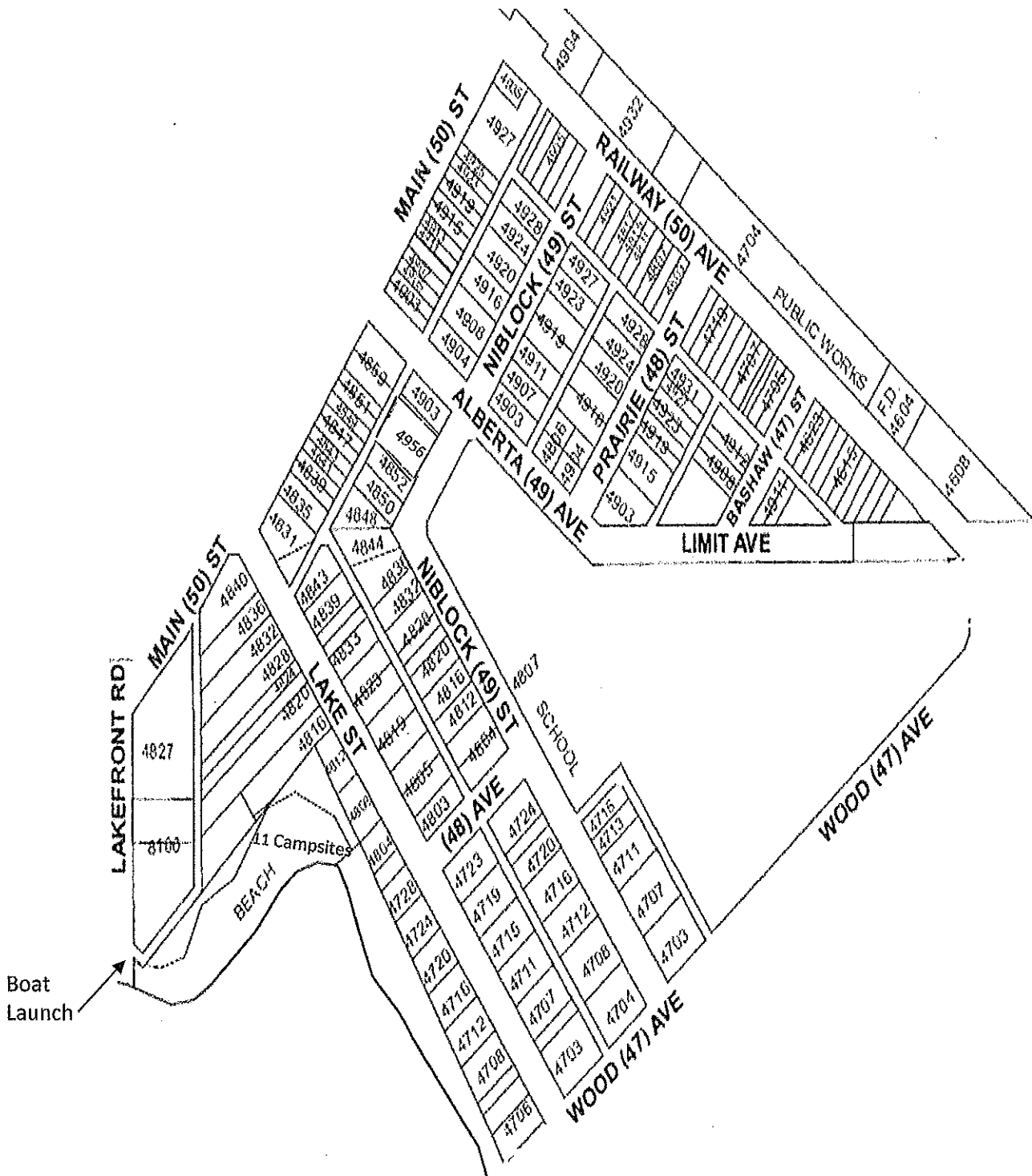
Apartments: 16
Bulk Water Station: 1
Commercial Residential: Alix Hotel, Chicken Loise, Ye Old Nook.
Community Hall
Condo: 7
Dump Station: 1
Lift Station: 1
Parks: 2
Residential Housing: 28

Egress from Alix

The Village of Alix has identified means of egress.

1. 52 Street proceed to Highway 12.
2. 53 Street – 50 Avenue turn left proceed west.

Division 3



Division 3

50 Street
4935 – 4831

49 Street (VPR)
4828 – 4704
4927 – 4703

Lake Street
4840 – 4706
4843 – 4703

48 Street
4628 – 4916
4931 – 4903

Lake Front Road
11 – Campsites

50 Avenue
4905 – 4705
4904 – 4704

Key considerations:

Apartments: 5

Beach

Boat Launch

Camp Sites: 11

Church: Alix United Church

Commercial Residential: 1 Food Town

Dog Rescue: 1 Saving Grace

Park's: 1

Residential Housing: 83

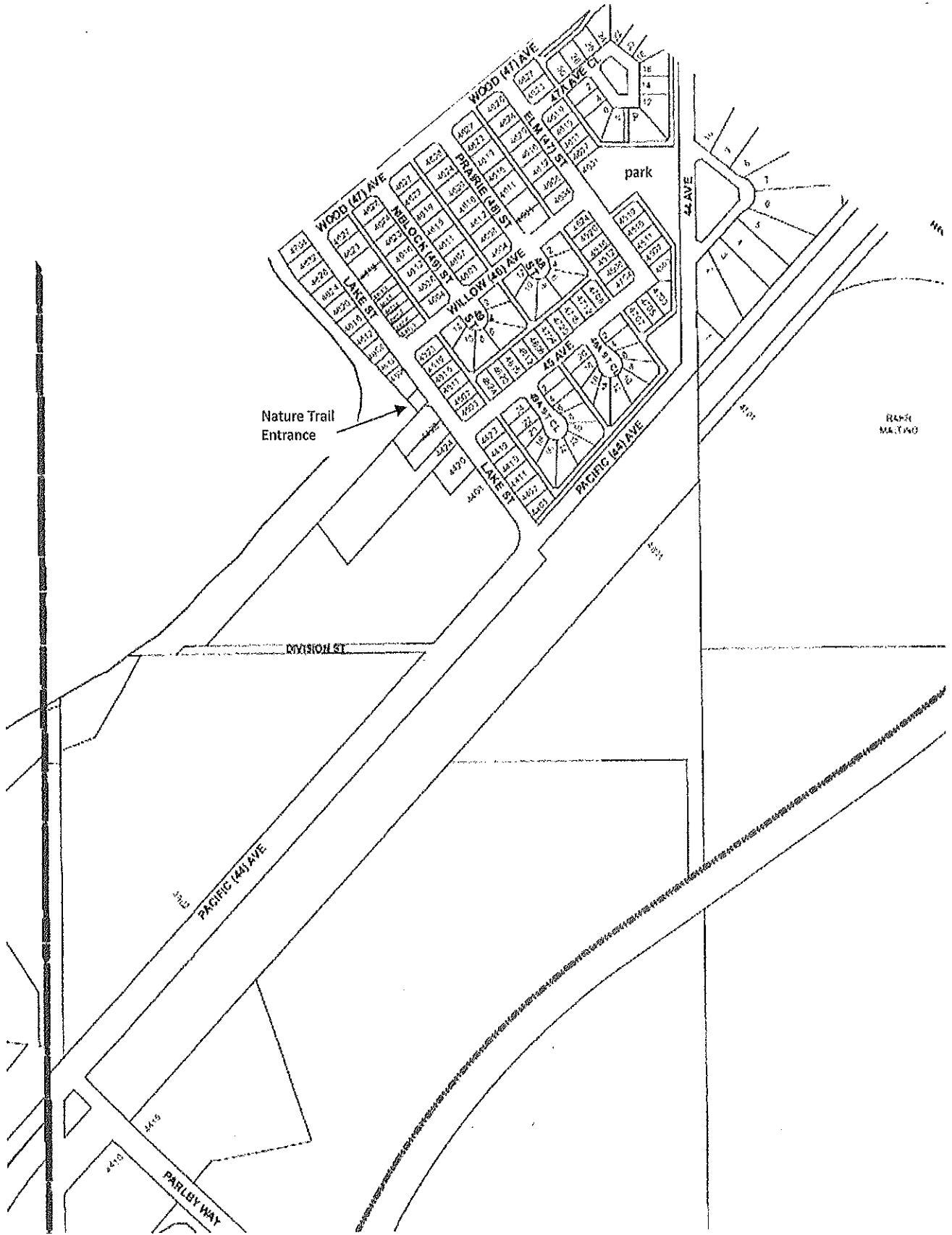
School Alix MAC: Students: 259 Staff: 27

Egress from Alix

The Village of Alix has identified means of egress.

1. Exit 44 Avenue Southbound.
2. 47 Avenue to Highway 12.

Division 4



Division 4

Lake Street
4704 – 4408
4726 – 4403

49 Street
4628 – 4604
4627 – 4603

48 Street
4628 – 4604
4627 – 4603

48 A Street Close
2 – 20

47 A Street Close
2 – 30

47 Street
4627 – 4503
4628 – 4604

Parlby Way
4415

44 Avenue
3902 - 4801

Key considerations:

Church: Alix Evangelical Free Church

Day Care: Bibs to Book Bags: Max 36 children

Nature Trail Entrance

Parks: 1

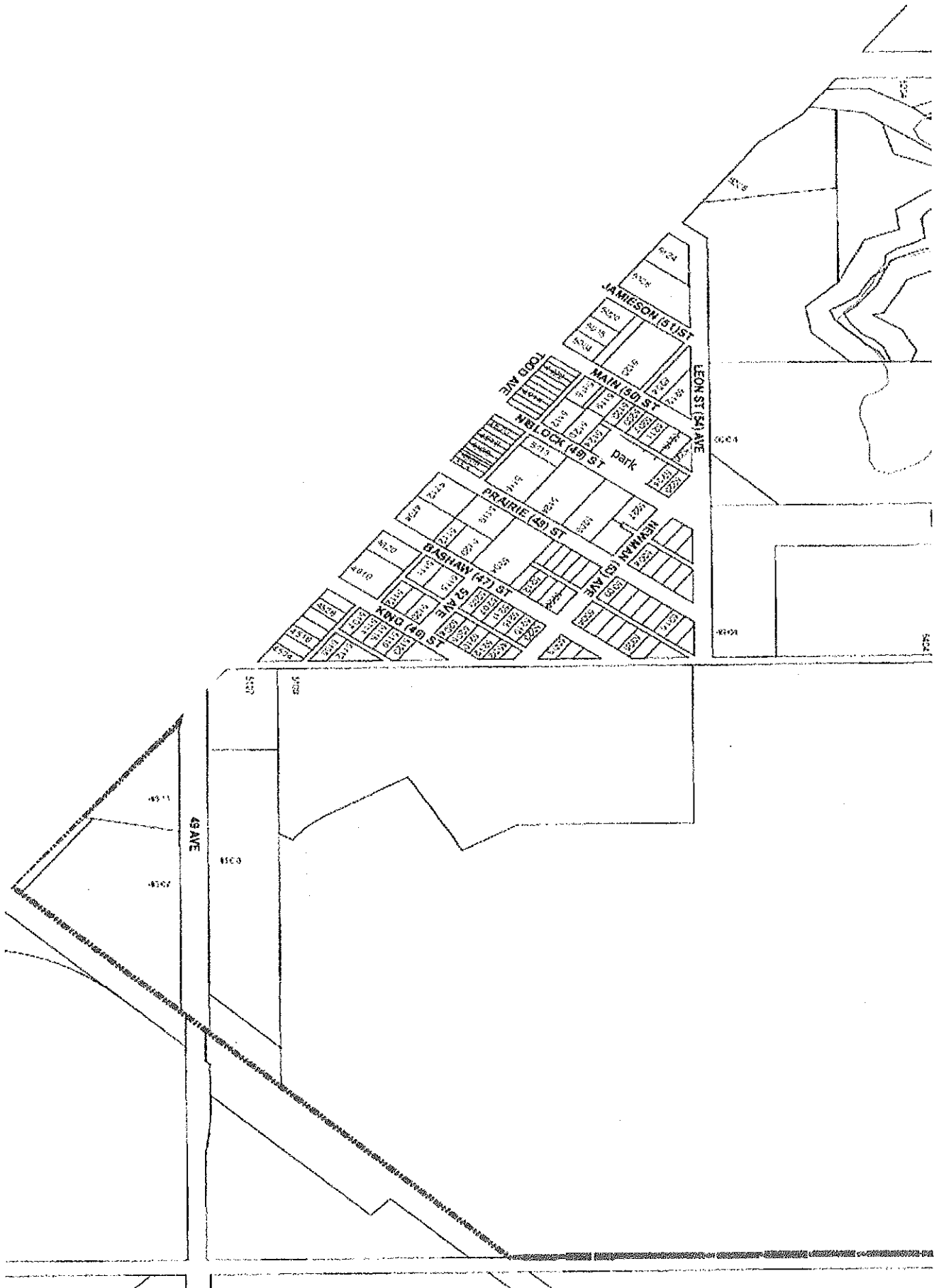
Rahr Malting: Staff: 42

Residential Housing: 117

Egress from Alix

The Village of Alix has identified means of egress.

1. Exit 44 Avenue Southbound.
2. 47 Avenue to Highway 12.



Division 5

51 Avenue
5204 – 5404

45 Street
5107 – 4904

46 Street
5107 – 5123
5112 – 5212

47 Street
5111 - 5303
5112 - 5328

48 Street
5115 – 5221
5120 – 5212

49 Street
4904 - 5004

50 Street
5119 – 5315
5116 – 5208

54 Avenue
5113 – 5227
5112 – 5228

44 Avenue
4801 – 3902

49 Avenue
4507 – 4511

Key considerations:

Commercial Residential: 2 Alix INN, Fast Gas

Parks: 1

Residential Housing: 56

Egress from Alix

The Village of Alix has identified means of egress.

1. Eastbound or Westbound
2. Range Road 230

Main Reception Centres and Collection Points for the Village of Alix

Community Centre 5008 49 Avenue. 300 occupancies

Alix Mc Public School 4807 49 Street.

Alix Agricultural Grounds 5601 50 Avenue. 150 occupancies

Lions Den: 60 occupancies

These centers are to be used for all divisions.

The Director of Emergency Management will identify alternate centers should the need arise.

Evacuation Phasing:

The Village of Alix recognizes that a large single Evacuation Order can inhibit overall traffic movement on points of egress from the Village, creating an additional hazard and reducing the effectiveness of the overall evaluation process. Evacuation phasing may be utilized, so people evacuate in stages, rather than all at once, to reduce congestion on roadways. Whenever possible, a phased evacuation will be used.

Strategies include:

1. Issuing evacuation orders that begin evacuations in divisions closest to the hazard first, and then working away from the hazard. This ensures that people most at risk are moved out of the hazard area first.
2. Evacuating the neighborhoods with the densest population areas first, as this will take the longest to evacuate.
3. Allowing people, who will take more time to evacuate (assisted living facilities), to leave first to ensure they have the time they need to evacuate safely.

Destination Assignment:

Another strategy in an evacuation is to assign evacuees to specific destinations. Destination assignment involves assigning evacuees to specific routes and destinations to decrease congestion on main evacuation routes. This strategy involves asking or directing evacuees, or in a worst-case scenario implementing roadblocks to ensure compliance to a specific route or destination. While destination assignment is an option, it is preferred that people can select their route and destination, as they are more likely to have support at their preferred destination. If circumstances justify destination assignment, it is preferred that it be voluntary. Making destination assignment mandatory by way of a roadblock should be a last-resort option, as it can force people to unfamiliar areas where they lack support, and separate families and friends. Only in the most immediately life-threatening situations should people be evacuated without being able to gather their family, friends, and pets.

Traffic Management Strategies:

Traffic diversion may be implemented by the Incident Commander, Police, Fire Services and Public Works may be involved. Diversion (detour) may be used to decrease congestion in the event of an evacuation. Diversion is directing people to alternate or preferred routes to avoid a hazardous area or to reduce traffic on key routes. Diversions may be localized around a specific hazard or implemented in advance to warn drivers of the evacuation area. The closure of roads or road segments can help manage traffic during mass evacuations. Road closures may be used to limit traveler exposure to the hazard, divert traffic to preferred routes or destinations, limit the cut-through traffic into areas not equipped to accommodate increased demand, and prevent re-entry to the community before an evacuation order is lifted. Law enforcement or barricades will be required to implement road closures.

The Village of Alix recognizes that people will ideally select their route and destination, as they are more likely to have support at a destination of their choice.

If time and resources allow, law enforcement will be dispersed along evacuation routes to be able to assist in guiding traffic flow.

Communication to Neighbouring Communities:

There must be communication with neighboring areas, especially when a mass evacuation will impact other communities and areas. The Emergency Coordination Centre (ECC) will notify neighboring communities within the Lacombe Regional Emergency Management Partnership.

Types of Evacuation:

There are two types of evacuations: advance notice evacuations and no-notice evacuations. An advance notice evacuation is implemented when the municipality is given enough warning of the threat to carry out an organized evacuation. In situations where an emergency evolves rapidly and there is not enough notice to effectively organize an evacuation, a no-notice evacuation is ordered. No-notice evacuations are carried out on a spontaneous basis, usually by the first response agency with lead jurisdiction over the incident. For no-notice evacuations the threat is imminent, or the emergency has already occurred, and the area is hazardous.

An alternative to evacuation to protect people from adverse weather or outdoor conditions (e.g., poor air quality) is to shelter in a place, in which people take immediate shelter in a building and take steps to prevent outside air from coming in to protect people from adverse weather or outdoor conditions.

INTER-ORGANIZATIONAL NOTIFICATION:

Once the decision to evacuate has been made and the timeline established there are various departments and agencies that will need to be notified. Who needs to be notified will depend on the type and location of the hazard.

These may include, but are not limited to:

- Senior Management Team
- Council
- Alix Fire and Medical Services
- RCMP
- EMS (Ambulance)
- Alberta Transportation
- School District Wolf Creek
- Alberta Emergency Management
- Neighboring communities: Clive and Lacombe County
- Emergency Social Services

RCMP:

Potential roles in evacuation operations:

- Maintain law and order.
- Take all measures within their authority to protect life and property.
- Lead and manage tactical evacuations within RCMP authority and capability. Involved in planning and implementing highway flow operations.
- As tasked by the Emergency Coordination Center (ECC), lead the physical notification and evacuation of people.
- Provide situational reporting to the Emergency Coordination Center (ECC).
- Provide security to the evacuated area.
-

Alix Fire and Medical Services:

Potential roles in evacuation operations:

- Lead and manage tactical evacuations within Fire Services authority and capability. Involved in planning and implementing highway control operations.
- Oversee the evacuation of people and animals from buildings when potential life safety is at risk.
- Provide fire suppression operations and the rescue of people trapped by fire, wreckage, and debris.
- Provide first responder medical aid response in conjunction with other responders.
- Activate mutual aid as required.

LOCAL SCHOOLS AND CHILDCARE FACILITIES:

Potential roles in evacuation planning and operations:

- Coordinate the care of children who have been separated from their parents or caregivers during school hours.
- Ensure parents and caregivers have access to appropriate information and support during all evacuations.
- Organize the supervision of students
- Communicate student transportation needs to the Emergency Coordination Center (ECC)
- Evacuate as per site-specific plan.

Voluntary Evacuation Notice

This is _____ of _____
(Name & Position) (Municipality)

An emergency exists in the _____
(Area)

Of the _____
(Municipality)

For your personal safety, evacuation of _____
(Location)

Of _____ is necessary due to _____
(State which parts)

Reception Centres are located at:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Collection Points:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

If you evacuate with your own vehicle, please report to the assigned reception centre. If you require transportation, go to the collection point. _____
(location)

If you are physically unable to go to a collection point, Phone: () _____
to make arrangements for pick-up. (Phone)

The evacuation route to follow is: _____
(Describe the route to avoid danger)

All evacuees are requested to report and register at the reception center at _____
(State location)

If you are staying with friends, advise the reception centre at () _____
(Phone)

You will be advised when the emergency has ended, and it is safe to return to your home.

For additional information listen to the radio _____
(Radio Stations)

and Alberta Emergency Alerts on the television or on the phone app.

(Bring medication, blankets, sleeping bags, personal items, and identification if possible.)

Revised May 2022

Appendix B

Mandatory Evacuation Notice

This is _____ of _____
(Name & Position) (Municipality)

An emergency exists in the _____
(Area)

Of the _____
(Municipality)

For your personal safety, evacuation of _____
(Location)

Of _____ is necessary due to
(State which parts)

Reception Centres are located at:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Collection Points:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

If you evacuate with your own vehicle, please report to the assigned reception centre. If you require transportation, go to the collection point. _____
(Location)

If you are physically unable to go to a collection point, Phone: () _____
(Phone)

The evacuation route to follow is: _____
(Describe the route to avoid danger)

All evacuees are requested to report and register at the reception center at _____

(State location)

If you are staying with friends, advise the reception centre at () _____
(Phone)

You will be advised when the emergency has ended, and it is safe to return to your home.

For additional information listen to the radio _____
(Radio Stations)

and Alberta Emergency Alerts on the television or on the phone app.

(Bring medication, blankets, sleeping bags, personal items, and identification if possible.)

Revised May 2022


ADMINISTRATION REPORT



Date: May 19, 2022 RFD 22-25
Memo To: Village Council
From: Michelle White
Subject: LGFF Survey

1. **PURPOSE** – To review the Local Government Fiscal Framework (LGFF) Survey with Council and gather feedback before submitting.
2. **BACKGROUND** – The Municipal Sustainability Initiative (MSI) grant has been extended beyond the intended time limits of the program in order to make a more smooth transition to the LGFF grant for municipalities. The MSI grant allocations were calculated based on a formula that considered population, equalized assessments and kilometers of roads. All Alberta municipalities were eligible for funding under MSI, they only needed to submit an application to use the funds for an eligible project. With the switch from MSI to LGFF, the provincial funding model is under a complete review for factors such as application and final reporting forms, funding allocation calculation and asset management incentives.
3. **OPTIONS** –
 1. To accept this report as information
 2. To provide feedback to staff regarding the survey and then accept the report as information
4. **DISCUSSION** – Many of the questions in the survey deal with the administration and paperwork part of the grant. Staff are in the best position to answer those questions as we deal with the application and other reporting forms. Realizing that you may not have feedback on all questions, you may want to skip ahead to question 8 and review the remaining questions.
5. **FINANCIAL IMPLICATIONS** – There may be significant financial impacts to the Village, depending on the final funding formula for this new program. The province is consulting with Alberta Municipalities and Rural Municipalities of Alberta for feedback on what criteria to include in the funding formula.
6. **LEGAL** – There is no legal obligation to complete this survey.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #2. Please let me know if there is any information you would like included in the Village's response to this survey. I recommend the following resolution:

"that the Village of Alix Council hereby accepts RFD 22-25, LGFF Survey, as information."



Author

LGFF Engagement Survey

Introduction

The Government of Alberta is committed to providing predictable, long-term infrastructure funding to municipalities and other local governments. Since 2007, the province has been supporting local government infrastructure priorities through the Municipal Sustainability Initiative (MSI). The MSI has provided significant funding to local governments to support local infrastructure priorities and build strong, safe and resilient communities. The province introduced the *Local Government Fiscal Framework (LGFF) Act* in October 2019, which legislates remaining MSI funding and implements the LGFF, which will replace the MSI in April 2024.

The change from MSI to LGFF provides an opportunity to review the design of the new program that will provide capital funding to local governments. As such, we are seeking your input on the next steps – deciding how the capital funding program should be designed to reduce red tape while maintaining accountability for provincial tax dollars. This survey addresses LGFF program design, and does not deal with issues related to the allocation formula, or the amount of money in the program. **The survey is not the forum for local governments to provide feedback on the capital allocation formula. Rather, the municipal associations and the Metis Settlement General Council will be engaging with their members separately regarding the formula.**

This survey is being distributed to the Chief Elected Official of each local government eligible for funding under the LGFF. We encourage you to work closely with your councils and administrations to ensure your responses reflect the perspectives of your local government. A PDF version of the survey is available [here](#) to facilitate this work. **Please submit only one response for your municipality.**

All survey responses must be entered into this online survey. **Please Note: PDFs are not fillable forms and have been made available for facilitating your internal brainstorming between elected officials and administration. PDF forms will NOT be accepted in lieu of responses to the online survey.**

Please complete the survey by 6:00pm, June 13, 2022.

It will be possible for you to save an incomplete survey and return to it at a later time, though any survey which has been completed cannot be revisited. Should you require assistance or have questions regarding the survey, please contact the Grants and Education Property Tax Branch at ma.geptbranch@gov.ab.ca (for information on how to provide feedback on the capital allocation formula, please contact your municipal association/Metis Settlements General Council).

Legal Statement

Any personal information provided in response to this survey is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be managed in accordance with the privacy provisions under the FOIP Act. Should you have any questions about the collection, use or disclosure of this information, please contact the Policy and Strategy unit by email at ma.geptbranch@gov.ab.ca, or write the Director of Policy and Strategy, Alberta Municipal Affairs, 15th Floor, Commerce Place, 10155- 102 Street, Edmonton, Alberta, T5J 4L4.

Survey Questions

MUNICIPALITY

1. Please indicate the local government you represent.
 - [open text response]

FORMS

2. Do you find the MSI Capital application form complex or challenging to complete?
 - Yes
 - No
 - Unsure
3. If yes, what information on the MSI Capital application form is the most complex or challenging for you to provide? Please rate the following components based on their complexity (1=Least complex/challenging to 5=Most complex/challenging).
 - Application/amendment form
 - Anticipated start date
 - The breakdown of project category (Question 4 on the application)
 - The quantity of the resulting capital asset (Question 5 on the application)
 - Differentiating between new/rehab/replace (Question 5 on the application)
 - The project outcomes (Question 6 on the application)
 - Asset ownership (Question 7 on the application)
 - Non-profit organization details (Question 8 on the application)
 - Municipal forces (Question 9 on the application)
 - The estimated project financial information, i.e. functional planning, construction (Question 10 on the application)
 - Other Grant Funding (Question 11 on the application)
4. Do you find the Statement of Funding and Expenditures (SFE) form complex or challenging to complete?
 - Yes
 - No
 - Unsure
5. If yes, what information on the SFE form is the most complex or challenging for you to provide? Please rate the following components based on their complexity (1=Least complex/challenging to 5=Most complex/challenging).
 - Credit items
 - Providing the full break-down of project costs by funding sources
 - Understanding what goes in each column on the SFE Form (labels are confusing)
 - Other (please specify) [open text response]

6. Under the current MSI program, the due date for submitting the SFEs is May 1 of the following year. Is this timeline for submitting SFEs appropriate?
- Yes, the timeline is appropriate and does not need to be changed
 - No, an earlier date would be better
 - No, a later date would be better
 - Other (please specify) [open text response]
7. To ensure municipalities have accurate financial reporting for capital budgeting purposes, SFEs are compared to the financial statements to ensure errors are proactively identified. Do you have suggestions for how this practice can be improved?
- No
 - Yes (please specify) [open text response]

TIMING TO SAVE FUNDS

8. Given typical project costs and timelines, what is a reasonable/appropriate amount of time to save LGFF funding to expend on larger capital projects?
- Longer than 5 years
 - Within 5 years
 - Within 3 years
 - Within 2 years
 - Other (please specify) [open text response]

ELEMENTS TO BE RETAINED AND IMPROVED

9. What are the key elements of the MSI capital component that you would like to see continued in LGFF? (Please select up to 5)
- Ability to “save up” funding for larger projects
 - Ability to pay for projects with future years’ funding
 - Restructuring policy, that benefits municipalities receiving dissolved municipalities for five years after restructuring
 - Ability to start projects in advance of ministerial approval
 - Ability to fund borrowing costs
 - Ability to amend project funding and scope
 - Broad range of eligible project categories
 - Ability to contribute MSI funding to other eligible entities
 - Ability to combine grant funding with that of other grant programs (grant stacking)
 - Other (please specify) [open text response]

10. Recognizing the need for the provincial government to remain accountable for taxpayer funding, in what ways could the LGFF program be improved or made more efficient than the MSI capital program for local authorities to administer. (Please select up to 5)

If necessary, refer to the [MSI capital program guidelines](#) for more information about current policies.

- Expand project eligibility
- Expedite the application and amendment approval processes
- Simplify the reporting and accounting requirements
- Change the payment processes
- Remove the condition to expend annual allocations within six years
- Change the maximum project commitment thresholds
- Reduce the number of allowable capital project submissions per year
- Eliminate the ability to grant stack
- Simplify communication and project recognition requirements
- None of the above. Maintain the current MSI program design
- Other (please specify) [open text response]

11. How could your selected actions from the previous question (top 5) be improved?

- [Open text response]

ASSET MANAGEMENT

12. Asset management is the process of making decisions about the use and care of infrastructure to deliver services in a way that considers current and future needs, manages risks and opportunities, and makes the best use of available resources funding sources. What tools, resources, and program conditions could be used in the LGFF program to best support asset management practices in your community? (Please select up to 5)

- Make asset management costs eligible for LGFF funding
- Make asset management costs eligible for funding under other Municipal Affairs grant programs
- Require capital projects to be part of the local authority's asset management plan to be eligible for LGFF funding
- Require a portion of each local government's LGFF funding to be used for provincially defined asset management resources and activities, such as workshops, training, tools, work plans, etc.
- Enable local governments to receive a greater percentage of LGFF funding if they fulfill defined asset management goals
- Require core infrastructure (water, wastewater, roads, etc.) be brought to a reasonable condition level prior to submitting other projects
- Apply restrictions, such as municipalities deemed to be "at risk" in the Municipal Affairs Business Plan performance measure [\[Link to Municipal Indicators\]](#) being limited to only funding core capital projects
- None of the above
- Other (please specify) [open text response]

DISASTER RESILIENCY

13. What would be the best ways for the LGFF to encourage local governments to build infrastructure that is more resilient to natural disasters? (Please select up to 5)
- Ensure the ability to cost-share with other disaster resiliency programs continues
 - Program guidelines provide information about best practices, tools and resources related to disaster resilience
 - Project eligibility descriptions in the program guidelines include examples that demonstrate resilience
 - Project eligibility expanded to fund projects associated with 'natural infrastructure' such as wetlands and firebreaks
 - Local governments must confirm on project applications that they have considered natural disasters in project planning for the project to be eligible for LGFF funding
 - Local governments must consider disaster resilience in their asset management plans as a requirement for the funding
 - A percentage of each local government's LGFF funding must be used for infrastructure that mitigates natural disasters
 - Require resilience assessments for projects deemed to be at higher levels of disaster risk (i.e. infrastructure located on a flood plain)
 - Specify that infrastructure built on a floodplain is not eligible for funding
 - Other (please specify) [open text response]

PROJECT MANAGEMENT

14. What aspects of the current MSI capital program make your project management practices more challenging?
- [open text response]
15. Are there ways in which the LGFF program administration can be designed to better align with your local government's project management practices?
- [open text response]

SUSTAINABILITY/VIABILITY

16. In what ways could the design of the program help address the needs of communities with sustainability/viability challenges?
- [open text response]

OUTCOMES

17. Do you currently collect outcome related information based on your federally or provincially funded capital spending (e.g. 10 km of new lane roadway has resulted in a 10% decrease in accidents and improved commute times by 30%)? If so, can you provide some examples of outcome related data you currently collect?
- No
 - Unsure
 - Yes (please specify) [open text response]

18. If no, do you foresee any challenges related to collecting outcome related information?

- No
- Yes (please specify)

INFRASTRUCTURE CONDITION ASSESSMENTS

19. Do you collect infrastructure condition assessments?

- Yes
- No
- Unsure

20. If no, do you foresee any challenges related to collecting outcome related information?

- [open text response]

TECHNOLOGICAL REQUIREMENTS

21. LGFF will be administered using an online administration system. Thinking of the online system you use to submit projects and SFEs for MSI Capital, do you have concerns or suggestions for improvement?

- [open text response]

22. MyAlberta Digital ID for Business (MADI-B) is the Government of Alberta's external partner identity and access management service and is used to authenticate external users of Government of Alberta online services. It is likely that the new IT system for LGFF will use this service to authenticate users. In order to make use of MADI-B-protected services, an external user must first register a MADI-B account. Does your organization already have MADI-B accounts for other Government of Alberta services?

- Yes
- No
- Unsure

23. The current online system for the MSI Capital program provides two on-demand reports, Financial Summary Report and Project Application Report, to assist you with managing the grant program. Are these reports sufficient for you?

- Yes
- No
- Unsure

24. If no, can you suggest additional report capabilities that would assist you with administering your grant funding under the LGFF program?

- [open text response]

GENERAL/CONCLUDING THOUGHTS

25. Is there anything else you wish to share on how the LGFF funding program should be designed and administered? Please provide comments here.

- [open text response]

ALBERTA MUNICIPALITIES FISCAL FRAMEWORK BACKGROUND DOCUMENT

Resolution Category Strategic Initiatives B1

Year 2020

Status: Adopted - **Active**

Sponsor – Mover Edmonton, City of

Active Clauses

IT IS THEREFORE RESOLVED THAT the AUMA advocate for the Government of Alberta to reshape municipal finance for a new time and provide municipalities with reasonable measures and tools, and the responsibility that goes with them, to enable cities, towns, and villages to sustainably meet their operating and capital budget needs.

Whereas Clauses

WHEREAS the economic crisis stemming from the COVID-19 pandemic and the recent collapse in energy prices provides a real opportunity to rethink the fiscal and economic tools historically used by municipalities;

WHEREAS the role of local governments has evolved significantly over the last couple of decades with municipalities being essential partners in developing and implementing strategies on a range of provincial priorities, including economic, social, and environmental issues;

WHEREAS Alberta municipalities, in the input they provided individually and collectively to the Government of Alberta's modernization of the Municipal Government Act, proposed changes that included a new fiscal relationship with the province that would establish a sustainable and sufficient funding model for municipalities;

WHEREAS Alberta municipalities have long advocated for long-term, stable, predictable, and appropriate funding in order to play a meaningful role in the provincial strategy to make our economy recover and grow;

WHEREAS principles contained in legislation such as the Local Government Fiscal Framework Act, and the previous City Charters Fiscal Framework Act, are a step in the direction of municipalities being partners with the provincial government - partners that are willing and able to ride the ebbs and flows of the provincial economy;

WHEREAS municipalities are extremely constrained by legislation in their ability to generate revenue to fund their capital and operating expenses, with property taxes being an unsuitable and unsustainable tool for Alberta's municipalities to support essential services, build robust centres of economic growth, and maintain critical infrastructure; and

WHEREAS the fiscal power and fiscal tools actually reside with other orders of government.

Resolution Background

This is an issue that impacts all municipalities, small, medium, and large. The largest cities have been at the forefront in attempting to make changes through City Charters, but municipalities of all sizes need a renewed fiscal framework. This has become more apparent in the current COVID-19 pandemic crisis, with municipalities facing huge shortfalls in revenues and not having a diverse revenue tool kit to make up for those shortfalls.

The AUMA has been active on this issue for some time. Recent resolutions and responses to provincial government budgets and legislation have addressed this matter in part (itemized below). However, this new resolution speaks more directly to the issue, and is a strong complement to previous AUMA positioning and public commentary.

- **AUMA News Release (Nov 4, 2019): Municipalities need to be full partners - a statement on Bill 20 - joint release with Edmonton, Calgary, RMA**
 - We strongly urge the Government of Alberta to amend Bill 20 to allow future municipal funding growth tied fully to provincial revenues at a one-to-one ratio which would allow municipalities to increase investment in needed infrastructure when revenue is positive, and make necessary adjustments during more challenging times. Without this complete indexing connection, municipalities will be left behind from an inflationary perspective.
 - "We urge the government to take a longer-term view of the role of municipalities. We encourage them to work with us to determine the appropriate formulas and solutions to help address the fiscal challenges while continuing to make our economy grow."

- **AUMA Member News (Sept 11, 2019): AUMA looks forward to working with provincial government on aspects of MacKinnon Report**
 - AUMA remains committed to working with our partners at the Rural Municipalities Association (RMA) and the provincial government to create a new fiscal framework for municipalities that supports the province's

financial goals. It is imperative that we maintain the critical infrastructure that supports Albertans' quality of life. This is the only way our province will continue to attract new investment and talent.

- **AUMA Member News (March 26, 2019): Why municipalities need equitable infrastructure funding**
 - Alberta municipalities need an equitable, adequate, and predictable infrastructure funding program that is established in legislation and allows municipalities to plan effectively while being flexible to the province's fiscal realities. AUMA has proposed a new fiscal framework that offers:
 - Adequate funding that is equitable with the City Charters Fiscal Framework Act
 - Predictability by calculating the amount of annual funding based on the province's actual revenues from three years prior
 - Long-term growth of the funding through a link to provincial revenues
 - Stability by enshrining the fiscal framework in legislation

- **Adopted-Active Resolution (2018): New funding model to replace the Municipal Sustainability Initiative**
 - The AUMA advocate that the Government of Alberta legislate and index annual funding under the new infrastructure program as a fixed percentage of the province's total revenue excluding transfers from the federal government and that the annual funding amount be calculated based on the province's actual revenue from two years prior.

- **AUMA News (Nov 2, 2017): Modernized Municipal Government Act proclaimed October 26**
 - Given the strain that new requirements will put on municipalities on top of an already challenging fiscal environment, one of our main priorities will be pushing for a new fiscal relationship with the province. Establishing a sustainable and sufficient funding model for municipalities is vital to ensuring Albertan communities remain healthy and prosperous into the future.

- **Adopted Resolution (2017): Commitment to Formal Municipal Consultations on the Future of Provincial Revenue Sharing**
 - The Alberta Urban Municipalities Association (AUMA) seek a commitment from the Minister of Municipal Affairs to timely, inclusive and comprehensive consultations with municipalities on the future of provincial revenue sharing to occur within the first six month of 2018 to

ensure adequate time for feedback to be incorporated prior to expiry of the Municipal Sustainability Initiative (MSI) and that the details of those consultations are shared with municipalities sufficiently in advance.

The Federation of Canadian Municipalities (FCM) has been advocating for some time for an update to Canada's fiscal framework that addresses the realities of 21st century mandates and responsibilities of municipalities, including the types of direct fiscal tools that can promote economic development and competitiveness at the local level. FCM has been engaging federal ministers and ministries in an ongoing dialogue on how a modernized fiscal framework can empower municipalities with the tools they need to respond to a broad range of local priorities.

Government Response

Given the nature of this resolution, it is not being sent directly to the province. Instead it is informing Alberta Municipalities' advocacy on the annual provincial budget and the need for a new long-term fiscal framework for municipalities.

AUMA Notes

Further action will be taken

Alberta Municipalities Executive Committee is leading follow-up on this resolution in coordination with the Municipal Government Committees.

Work towards a new fiscal framework is being undertaken in alignment with several initiatives including the:

- Future of Municipal Government project with the School of Public Policy
- Municipal Financial Health Working Group
- Development of the Local Government Fiscal Framework

In addition, there is direct alignment with the 2021 Resolution on Advocacy on Financial Measures, which gives specific direction on act


ADMINISTRATION REPORT



Date: May 25, 2022 RFD 22-27
Memo To: Village Council
From: Michelle White
Subject: Funding Request

1. **PURPOSE** – To advise Council re: Alix Public Library funding request and Village budget considerations.
2. **BACKGROUND** – The Village used to run Canada Day activities for Alix and area residents. When the Recreation Department was disbanded, various community organizations stepped up to take on different community activities. The Alix Wagon Wheel Museum did a wonderful job with the Canada Day celebration last year, but decided against continuing to host this event. The Library then stepped forward to take on these activities.
3. **OPTIONS** –
 1. To provide funding to the Library within Village budget constraints
 2. To provide funding for Canada Day to the Library that exceeds what is budgeted for 2022
 3. To deny the request for funding
4. **DISCUSSION** – When the Museum took over Canada Day, recreation staff worked with them through the transition. This included providing several boxes of Canada Day supplies and helping the new event organizers with a grant application for federal funding. When the Library took over the event from the Museum, municipal staff met with Library staff to go over the Canada Day event paperwork.
5. **FINANCIAL IMPLICATIONS** – The 2022 budget has \$4,000 in account 2-72-01-00-771 Rec – Transfer to Other Organizations. The Museum has received \$2,500 and the Ag Society typically receives \$1,000 for rodeo sponsorship, but their request for funding has not been received yet. This would leave \$500 in this account that is budgeted for support of recreation based activities hosted by local community groups.
6. **LEGAL** – MGA s. 3 “The purposes of a municipality are... (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,”
7. **POLITICAL/PUBLIC IMPLICATIONS** – Alix and area residents have generally participated well and enjoyed Village Canada Day activities – pandemic and extreme heat notwithstanding.
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

“that the Village of Alix Council hereby donates \$500 to the Alix Public Library to assist with Canada Day activities.”



Author

Dear Village of Alix,

This year, the Alix Public Library is planning the Canada Day festivities for the Village of Alix. We are providing local businesses and non-profits with sponsorship opportunities as we are looking to put on a large event that would exceed our funding.

We are asking the Village of Alix to provide a monetary sponsorship. This money will be used for fees accrued from booking activities. Some of the activities we are looking to book include a bouncy castle, face painting, and horse and buggy rides. Any remainder will be put towards goodie bags for children attending the festivities.

Any amount that you are able to donate to our event will be welcomed and greatly appreciated. Please contact Sue at the Alix Public Library regarding your decision as soon as possible.

Thank you for your consideration,

Sue Duncan
403-597-8404



Alix Public Library

ADMINISTRATION REPORT



Date: May 25, 2022 RFD 22-28
Memo To: Village Council
From: Michelle White
Subject: Personnel Policy Review

1. **PURPOSE** – To begin the process of an in-depth review of the Village Personnel Policy.
2. **BACKGROUND** – The Village of Alix Personnel Policy is a collection of 27 individual policies that dictate human resources management for the Village. The Policy still has reference to the Recreation Department and Moonwalkers throughout it. There was an update done in September of 2021 to address how any new federal or provincially declared holidays would be handled. A much more comprehensive review of the policy is needed.
3. **OPTIONS** –
 1. To review all 27 policies dealing with human resources at one meeting
 2. To divide the policies up over several meetings, provide feedback to administration and approve the final document at the end of the process
4. **DISCUSSION** – A full copy of the most current version of the Policy has been provided to members of Council in advance of this meeting for your reference when reviewing the proposed amendments.
5. **FINANCIAL IMPLICATIONS** – There may be financial implications to changes in the policy. I will advise Council accordingly if any proposed changes will have a budget impact.
6. **LEGAL** – Some of the elements of the Personnel Policy are legislatively required (such as the Harassment policy required for OHS compliance), other components are included to provide clarity to all municipal staff.

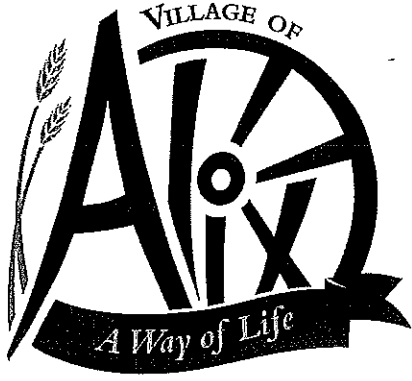
Feedback from our auditors strongly recommended changing the wording to the Sick Leave policy to make it clear that employees would not be paid out for accumulated sick time at the end of their employment. This matter can be addressed during the review process.
7. **POLITICAL/PUBLIC IMPLICATIONS** – None, this is an internal policy.
8. **OTHER COMMENTS** – Section 3.04 is highlighted to bring it to Council's attention. I would like to change the wording of this section to read:

"Changes in an employees' position shall be reviewed by the CAO." or,
"Newly established positions shall be proposed by the CAO to Council for approval."

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

"that the Village of Alix Council hereby accepts RFD 22-28: Personnel Policy Review as information."

Author



PERSONNEL POLICY

Table of Contents

POLICY NUMBER	PROVISION
1.	Purpose
2.	Definitions and Interpretations
3.	General Employment Conditions
4.	Recruitment and Selection
5.	Transfers, Promotions and Appointments
6.	Seniority and Probationary Period
7.	Hours of Work and Overtime
8.	Standby, Routine Checks and Call Outs
9.	Vacations
10.	Paid Holidays
11.	Medical Examinations
12.	Leave of Absence
13.	Sick Leave and Employment Benefits
14.	Code of Conduct
15.	Formal Complaint Procedure
16.	Termination of Employment
17.	Pay Administration, Travel and Subsistence
18.	Personnel Administration
19.	Safety and Protective Clothing
20.	Staff Development Opportunities
21.	Recognition of Years of Service
22.	Conflict of Interest
23.	Confidentiality Policy
24.	Performance Management
25.	Criminal Record Check
26.	Effective Date of Personnel Policy
27.	Harassment

POLICY 1 – PURPOSE

This manual was prepared to provide a uniform, fair and effective system of personnel administration and to provide a mutual understanding between the Municipality and its Employees.

The purpose of this manual is to:

- (a) Establish the terms and conditions of employment, and to provide a method of resolving grievances.
- (b) Maintain a harmonious and co operative relationship between the Municipality and its Employees.
- (c) Promote the mutual interest of the Municipality and its Employees
- (d) Encourage efficiency in operation.

This policy will be periodically reviewed and revised where is necessary. Any additional memorandums issued concerning the personnel manual will be distributed to the Employees. Any questions concerning this manual should be directed to the CAO.

POLICY 2 – DEFINITIONS AND INTERPRETATIONS

- 2.01 CAO shall mean the Chief Administrative Officer. The CAO is responsible for the direction, coordination and administration of all matters pertaining to municipal personnel in accordance with Council approved policies.
- 2.02 Delegation of Responsibility and Authority shall mean the right of the CAO to delegate responsibility and authority.
- 2.03 Director of Public Works shall mean the person designated by the CAO who is responsible for the direction, coordination and administration of all matters pertaining to the operations of the Public Works Department.
- 2.04 Employer and/or Village and /or Municipality shall mean the Village of Alix, and include such officers as the Council or CAO may from time to time designate or appoint to carry out administrative duties in respect to the operation and management of the municipality, or in respect to the administration of this policy.
- 2.05 Formal Complaint is defined as any difference arising out of the interpretation, application, administration or alleged violation of the Personnel Policies.
- 2.06 Immediate Family Member means Father, Mother, Spouse, Son, Daughter, Brother, Sister, Mother In Law, Father In Law, Brother In Law, Sister In Law, Grandparent or Grandparent of Spouse. In this policy the term "spouse" includes a partner in a common law relationship.
- 2.07 Leave of Absence is a written authorization for an Employee to be absent from work with or without pay for a definite period of time, which has been approved in advance by the Employer. Leave of absence shall be approved by the CAO, and where necessary, the Director of Public Works.
- 2.08 Manager shall mean the CAO or Director of Public Works.
- 2.09 Permanent Full Time Village Employee shall mean any Employee hired for a full time permanent position. Such position requires service on a twelve month annual basis and has successfully completed the probationary period.
- 2.10 Permanent Part Time Village Employee shall mean any Employee who is regularly scheduled to work on less than a full time basis.
- 2.11 Probationary Employee shall mean an Employee who during their initial period of employment, occupies an established position during a probationary period.
- 2.12 Probationary Period shall mean the initial period of three (3) months of employment with the Municipality.
- 2.13 Sick leave means the period of time a permanent full time or permanent part time Employee is absent from work with full pay due to an unavoidable sickness and/or injury that does not come under the provision of the Worker's Compensation Act.
- 2.14 Temporary Village Employee shall mean any Employee hired to perform seasonal work of a temporary nature. This Employee is subject to layoff on completion of seasonal or temporary employment.
- 2.15 Temporary Village Experienced Employee shall mean any Employee hired to perform seasonal work or work of a temporary nature who will perform on call duties and operate

all Village owned equipment to the satisfaction of the Director of Public Works. This Employee is subject to layoff on completion of seasonal or temporary employment.

POLICY 3 – GENERAL EMPLOYMENT CONDITIONS

3.01 Employees coming under the scope of this policy shall:

- (a) Recognize the right of the CAO to hire, promote and demote, transfer, suspend or otherwise discipline and discharge any Employee, subject to the right of the Employee concerned to lodge a grievance in the manner and to the extent herein provided.
- (b) Employees shall further recognize the right of the Municipality to operate and manage its business in all respects in accordance with its obligations and to establish and alter from time to time rules, regulations and practices to be observed by the Employees. Any alterations to existing rules and regulations shall not be inconsistent with the provisions of this policy.

3.02 The Employer reserves all rights not specifically limited by the terms of this policy.

3.03 Employees should at all times conduct themselves in such a manner and act in such a way that there shall be no adverse reflection against the Municipality and no needless obstacle hindering satisfactory performance of duty.

3.04 Changes in the establishment of a position shall be reviewed by the CAO and ratified by Council.

3.05 Performance and Development Evaluation/Review:

- (a) The Municipality shall operate with a system of performance evaluations for Permanent Full Time, Permanent Part Time and Probationary Employees.
- (b) Probationary Employees will be appraised prior to completion of the Probationary Period. All other Employees may be appraised at least once in the calendar year or upon request of the Employee.
- (c) Employees may have their work performance evaluated as an extension to the annual review or for certain time periods between annual reviews. In such cases the Employee shall be advised as to the length of time involved in the review process.
- (d) Uses of Performance Evaluations
 - i) To keep Employees informed of what is expected of them and how well they are performing.
 - ii) To recognize and reward hard work.
 - iii) To help supervisors recognize and remedy weaknesses in Employee performance.
 - iv) To identify Employees who should be given specific types of training.
 - v) To provide a record of any Employees performance history.
 - vi) To help determine if an Employee will be given a pay increase.
- (e) Process of Performance Review:
 - i) At least once each year, Council or a Committee of Council shall conduct a performance review of the CAO.
 - ii) At least once each year, the CAO may conduct a performance review of any personnel.

- iii) At least once each year the Director of Public Works may conduct a performance review of any personnel under their supervision.
- iv) Employees who report to boards as approved by Council and also maintain a reporting relationship with the CAO shall have their performance reviewed by the CAO in consultation with the chair person of the appropriate board.
- v) The performance review shall be communicated to the Employee and the Employee shall be given an opportunity to comment.
- vi) The performance review and the Employees comments, if any, shall be retained on the personnel file of the Employee.

3.06 Moonlighting

Providing there is nothing in their employment agreement to the contrary any Employee is allowed to moonlight, that is, to take a secondary job in their off hours providing;

- (a) that the employment does not place an Employee in a position where a conflict of interest could arise;
- (b) that the employment does not adversely affect the Employee performance, or interfere with the requirements of their job;
- (c) that the employment does not detract in any way from the provisions established under the Village of Alix Personnel Policy.
- (d) An Employee shall inform the CAO of any secondary employment in excess of 20 hours per week.

3.07 Relatives in Service

Subject to the approval of the CAO more than one member of a family may be employed with the Village, provided no opportunity exists to exercise favoritism, and that no Employee is allowed to be in direct supervision of another Immediate Family Member.

3.08 Job Descriptions

- (a) Where provided, Employees will operate under the guidelines of the job description approved by the Village for their position.
- (b) Any additional major responsibility (exceeding one month) that is added to the Employees original terms of employment, that may or may not be a permanent move, shall be negotiated between the Employee and the CAO. What determines a "major responsibility" is at the discretion of the Employee.

POLICY 4 – RECRUITMENT AND SELECTION

- 4.01 It is the policy of the Municipality to fill vacant positions with the candidate possessing the best combination of knowledge, abilities and skills.
- 4.02 All recruitment activities should be coordinated through the CAO.

- 4.03 Applicants to the position of CAO will be interviewed by the Mayor and another member (or members) of Council.
- 4.04 Applicants for all other positions will be interviewed by the CAO and/or Director of Public Works as applicable.
- 4.05 Applicants for positions managed and controlled by boards will be interviewed by the CAO and Council appointed board member or representative.
- 4.06 Newly established positions are subject to approval by Council on a recommendation from the CAO. All positions may be posted internally, and such vacancies will be advertised on an open competition, if not filled internally.
- 4.07 Personnel hired by the CAO will be instructed as to their position title, probationary period and rate of pay, to which they must acknowledge acceptance in writing. In addition, staff must be informed as to the existence of the Personnel Policy, Safety Policy and Procedure Manual of the Village of Alix, and to whom and what for they are responsible.
- 4.08 The Director of Public Works may hire temporary staff or contractors in the event of an emergence situation and the CAO shall be contacted if possible.

POLICY 5 – TRANSFERS, PROMOTIONS AND APPOINTMENTS

- 5.01 A transfer means a lateral permanent move to a similar position in another department or function.
- 5.02 A promotion means a vertical move to a higher paid classification and similarly a demotion means a vertical move to a lower paid classification.
- 5.03 An appointment means a vertical move to a supervisory position.
- 5.04 In making promotions, permanent transfers and demotions, the determining factor shall be knowledge, abilities and skills and other related attributes and where these factors are deemed by the Employer to be relatively equal, seniority shall be the deciding factor.
- 5.05 All permanent transfers and promotions shall be subject to a trial period. The transferred or promoted Employee shall serve a three (3) month trial period before the appointment is made permanent. If the move is to CAO or Director of Public Works, a six (6) month trial period shall be served. For a vertical move, the Employees pay and benefits will be adjusted in accordance with the new position, on the effective date that the trial period begins.
- 5.06 When, because of inability to perform the function of a position, or because of health, or by request, an Employee is transferred to a lower position, the rate of pay will be adjusted immediately to the rate of the position to which the Employee is transferred.
- 5.07 Due to the nature of our industry and the level and quality of service the Municipality must provide to its citizens, it may at times be necessary to transfer Employees from one department, unit or area to another or from one job to another on a temporary basis.

POLICY 6 – SENIORITY AND PROBATIONARY PERIOD

- 6.01 Probationary Period

- (a) Prior to being accepted as a Village Employee on a Full Time or Permanent Part Time basis, an individual will be required to serve a probationary period outlined as follows;
 - i) CAO - six (6) continuous months
 - ii) All other positions - three (3) continuous months.
 - (b) Probationary Employees may be terminated by the Municipality at any time during the probationary period for any reason, without cause, and without notice or payment in lieu of notice other than that expressly contractually required in the terms of their letter of hire or employment agreement.
 - (c) A person serving a probationary period under these provisions shall not have recourse to the Formal Complaint procedure.
 - (d) After three (3) continuous months of employment, the Municipality may require a person serving under a probationary period to participate in any or all of the benefits contained in this Policy.
 - (e) Job Performance Appraisals will be conducted on Employees immediately prior to completion of the probationary period.
- 6.02 No Employee shall have seniority until they have completed the required probationary period of employment. Once the Employee has completed the probationary period, seniority shall be calculated using the date of hire.
- 6.03 In cases involving lay off, recall, promotion or filling of vacancies, seniority shall apply as well as job knowledge, experience, education and other qualifications as determined by the CAO.
- 6.04 Seniority shall be lost by reason of;
- (a) termination of employment by the Employee or Employer;
 - (b) discharge for cause;
 - (c) failure to report for work, after layoff, within seven (7) days of recall, unless otherwise agreed to with the Employer;
 - (d) retirement;
 - (e) periods of layoff over two (2) years in duration
- 6.05 Seniority will continue to accrue during;
- (a) compassionate leave;
 - (b) jury duty or court service;
 - (c) vacation period;
 - (d) salary continuation benefits being paid;
 - (e) leaves of absence under thirty (30) days;
 - (f) workers compensation absences under thirty (30) days;
 - (g) short term disability under thirty (30) days;

- (h) paid sick leave
- 6.06 Seniority will not accrue, but the Employee's seniority standing WILL be maintained during;
 - (a) periods of lay off over thirty (30) days;
 - (b) workers compensation leave in excess of thirty (30) days;
 - (c) non paid sick leave
 - (d) periods of long term disability in excess of thirty (30) days but less than two (2) years
 - (e) if the Employee fails to report for work without notice, and to be absent for a period exceeding two (2) days.

POLICY 7 – HOURS OF WORK AND OVERTIME

- 7.01 The provisions of this article are intended to establish a basis for the computation of overtime, and shall not be construed as a guarantee of work per day or per week.
- 7.02 The number of regularly scheduled hours of work in a day and in a week should not exceed the following;
 - (a) Public Works Department Employees:
Forty (40) hours per week, being eight (8) hours per day which will be arranged at the discretion of the CAO.
 - (b) Office Employees:
Thirty five (35) hours per week, being seven (7) hours per day which will be arranged at the discretion of the CAO.
- 7.03 Subject to the needs of the Municipality, the Employer, will whenever possible schedule two consecutive days off during one calendar week.
- 7.04 All Employees are entitled to one paid fifteen (15) minute break in each half day worked. The times of these breaks shall be determined in consultation with the Employee's supervisor. These breaks are not cumulative and cannot be 'saved' or 'added up' to be taken together at a later time. Such rest periods may be required to be taken at the job site or work station when travel time causes undue loss of productive time.
- 7.05 Overtime is all time authorized by the CAO or emergency work time in excess of the normal hours of work. This includes any call outs after the normal work day or on weekends:
 - (a) Public Works Employees:
Any time an Employee works in excess of eight (8) hours per day or forty (40) hours in one week.
 - (b) Office Employees
Any time an Employee works in excess of seven (7) hours in any day or thirty five (35) hours in any one week.
- 7.06 A Salaried Employee employed in a managerial capacity is excluded from overtime compensation unless otherwise stated in an employment contract.

- 7.07 Overtime may be paid as a cash payment each month, at a rate of 1 1/2 hours overtime for 1 hour of work or overtime hours may be banked at the same rate to be used as time off in lieu of overtime at a later date.

POLICY 8 – STANDBY, ROUTINE CHECKS AND CALL OUTS

8.01 Standby and Routine Checks

- (a) Maintenance work in the Municipality shall include standby duties and inspection and maintenance duties as assigned by the Director of Public Works.
- (b) Employees are required to be on standby and respond to call outs weekdays and on weekends.
- (c) Standby duty shall be designated by the Director of Public Works to Employees on a rotating basis and shall allow the flexibility to trade duties between Employees.
- (d) Standby duties will include, but not be restricted to, regular inspection of the water and sewer facilities.
- (e) During the week standby duty commences at the regular quitting time of one working day and terminates at the regular starting time of the following day.
- (f) During weekends (Saturday and Sunday), standby duty commences at the quitting time of the last regular working day and terminates at the starting time of the next regular working day.
- (g) All holidays in Policy 10 will be covered by standby duty and regular inspection duties.

8.02 Call Outs

- (a) When an Employee is required to respond to a call, they shall receive a minimum of one (1) hour guarantee OR one and a half (1 1/2) times the actual time worked, whichever is greater. Should any additional calls be received during the first one (1) hour of call out, they shall respond to the call as part of the original call out.
- (b) Employees residing within the boundaries of the municipality shall calculate call out time from the time the Employee left his residence until the time they return.
- (c) Employees residing outside of the boundaries of the municipality shall calculate call out time from the time the Employee enters the Village limits, until the time the Employee leaves the Village limits.
- (d) An Employee shall not normally be required to be on standby on two (2) consecutive weekends or two (2) consecutive paid holidays where other qualified staff is available. It is recommended that where an Employee is assigned standby duties on Christmas Day they shall perform standby duty on Boxing Day. Similarly an Employee assigned standby duties to cover the Easter weekend shall perform such duties Good Friday, Saturday, Sunday and Easter Monday.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108536

May 16, 2022

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

Dear Mayor Fehr:

The Government of Alberta continues to build on its commitment to invest responsibly and sustainably in Alberta's communities and support local infrastructure needs. As part of this commitment, I am pleased to confirm that \$485 million will be allocated to local governments in Municipal Sustainability Initiative (MSI) capital funding and \$30 million in MSI operating funding in 2022. Combined with \$1.196 billion in funding front-loaded in 2021, MSI capital funding over the last three years of the program, from 2021 to 2023, will average \$722 million per year.

In addition, in 2022, Alberta will receive \$255 million in federal funding under the Canada Community-Building Fund (CCBF).

For the Village of Alix:

- **The 2022 MSI capital allocation is \$112,563.**
This amount is equivalent to 40.6 per cent of your 2021 allocation, a reduction based on year-over-year change in overall program funding from \$1.196 billion to \$485 million.
- **The 2022 MSI operating allocation is \$18,233.**
Your 2022 operating allocation will be the same as in 2021.
- **The 2022 CCBF allocation is \$50,000.**
This amount was calculated using the 2019 Municipal Affairs Population List, the most current municipal-level population data available for the purpose of calculating CCBF funding.

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications. MSI allocation estimates for 2023, the last year of the MSI, are available on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx.

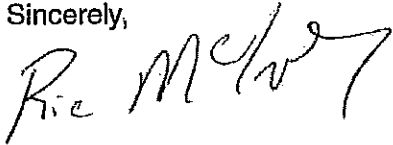
.../2

The new Local Government Fiscal Framework (LGFF) program is scheduled for implementation in 2024. The new funding arrangement will ensure predictable long-term infrastructure funding at sustainable levels tied to growth in provincial revenues. I recognize how important it is for you to have the opportunity to provide input on the design of the LGFF, and value your expertise in the development of the new program.

I am pleased to announce that engagement with our local government stakeholders on the LGFF program has already begun. I had the privilege to initiate the LGFF engagement process by meeting with representatives from Alberta Municipalities, Rural Municipalities of Alberta, the Metis Settlements General Council, and the cities of Calgary and Edmonton. This engagement will include a survey on the LGFF program design, which is being sent out to all local governments. The results of these consultations are anticipated to be shared with you by early 2023.

We have a busy year ahead, and I am looking forward to working with you to develop the LGFF to ensure the program reflects local priorities, while aligning with provincial objectives and respecting our taxpayers.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive style with a long, sweeping tail on the letter "v".

Ric McIver
Minister

cc: Michelle White, Chief Administrative Officer, Village of Alix



Village of Alix

2021 Return on Investment

Your Membership

Total Financial Benefits

\$101,298.24

Return on Investment

\$1.00 = \$16.14

Based on a population of **734**, the membership levy for the Village of Alix was **\$6,275.70** in 2021.

The **direct financial return** to Alix Public Library:

2021 materials allotment	\$ 829.42
Rural Library Services Grant	\$ 3,718.50
Allotment from Lacombe County	<u>\$ 753.71</u>
TOTAL	\$5,301.63

Cost benefits of PRLS services

Technology Savings to Alix Public Library:

Computers for library use	\$ 1,794.12
Software & Licensing	\$ 4,130.87
SuperNet connection	<u>\$ 6,567.60</u>
TOTAL	\$12,492.59

Resource Sharing Savings to Alix Public Library:

Items borrowed from other libraries	3,776 @\$15.82	\$ 59,736.32
Digital items borrowed from PRLS	682 @\$34.85	<u>\$ 23,767.70</u>
TOTAL		\$83,504.02

Combined Savings

\$95,996.61

Additional System Membership Benefits:

- 680,000 items in the system collection
- eBooks, eAudiobooks, and eMagazines, plus shared eBooks from 4 other regional systems
- Access to 16 subscription online resources, including:
 - *Ancestry Library Edition*, a popular genealogical research resource.
 - *Consumer Reports* for thorough consumer product information.
 - *Grant Connect*, linking Canadian charities with funding programs.
 - *PressReader*, offering access to newspapers and magazines.
 - *Solaro*, an Albertan study and exam prep resource for grades 3-12.
- Broadband internet connection (SuperNet) and Wi-Fi
- SuperNet connection paid for by the Government of Alberta
- Centrally managed computers, network, and website
- Hosted and managed website with 24/7 technical support
- Shared library database to manage borrowers and materials (Integrated Library System) with public access for patrons to manage their own account
- 38% bulk discount on library books purchased through Parkland
- Cataloguing and shelf-ready processing of purchased and donated library materials
- Library supplies (library cards, barcodes, etc.) included
- Shared regional specialty collections including:
 - Large print books
 - Audio books
 - Program kits (book-based, tech-based, gaming, virtual reality)
 - Technical equipment & promotional items
- Access to library collections across Alberta (in-person and through interlibrary lending) and throughout Canada through ME Libraries and the TAL program
- Alternate format collections for visually impaired and print disabled
- Weekly or bi-weekly delivery of library materials
- Professional library expertise (consulting services) and shared regional knowledge
- Training for library staff and trustees

1 Lacombe County assigned a rural population of 667 to the Village of Alix

From: Matt Buffett <Matt.Buffett@gov.ab.ca>
Sent: May 13, 2022 2:53 PM
Cc: Jennifer Smid; Ashley Bhatia
Subject: AMWWP and W4L - Application Status

Hi everyone,

Thank you for your applications for grant-shared funding under the Alberta Municipal Water/Wastewater Partnership (AMWWP) and Water for Life (W4L) programs. As you may be aware, the application deadline was extended from November 30, 2021 to March 15, 2022 to account for Alberta Transportation's water grant review. The review allowed the department to introduce small administrative changes that encourage innovation, alternative methods of procurement, as well as the consideration of full lifecycle costs and asset management plans.

The Government of Alberta is committed to providing support for water and wastewater infrastructure. Budget 2022 provides an additional \$22 million in grant funding in 2024-25 to the AMWWP program. The Budget also provides an additional \$50 million in grant funding in 2024-25 to the W4L program. Since mid-March, the department has been assessing applications under both programs. This process is expected to wrap up shortly and applicants will be notified of funding status in the coming months.

I hope that the information provided is helpful.

Thanks,

Matt Buffett
Director, Grants Administration
Procurement, Operations and Grants
Alberta Transportation
Government of Alberta
Tel: 780.644.5074
Cellular: 780.690.3498
matt.buffett@gov.ab.ca

511 Alberta - Alberta's Official Road Reports
Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)



Classification: Protected A



ALBERTA
TRANSPORTATION

Office of the Minister

RECEIVED

MAY 24 2022

May 16, 2022

AR 88886

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

Dear Mayor Fehr:

Thank you for your February 8, 2022, letter regarding the Village of Alix's wastewater treatment lagoon rehabilitation project.

The project is currently being assessed under the Alberta Municipal Water/Wastewater Partnership (AMWWP) program and will be reviewed as part of this year's intake, which closed on March 15, 2022. I can confirm that incurred costs associated with design and engineering for the project are eligible under the AMWWP program.

We expect to notify municipalities of their applications under the AMWWP in the coming months. Any new funding approvals for water and wastewater projects are dependent on funding availability in Budget 2022. Please continue to work with Ms. Denette Leask, Infrastructure Technologist in Red Deer, regarding any project updates. Ms. Leask can be reached at Denette.Leask@gov.ab.ca.

Thank you for writing.

Sincerely,

Rajan Sawhney
Minister of Transportation

cc: Denette Leask
Infrastructure Technologist, Alberta Transportation

May 10, 2022

Michelle White
Village of Alix
Box 87
Alix, AB T0C 0B0

De-risk The Local Crime Rate

Dear Michelle,

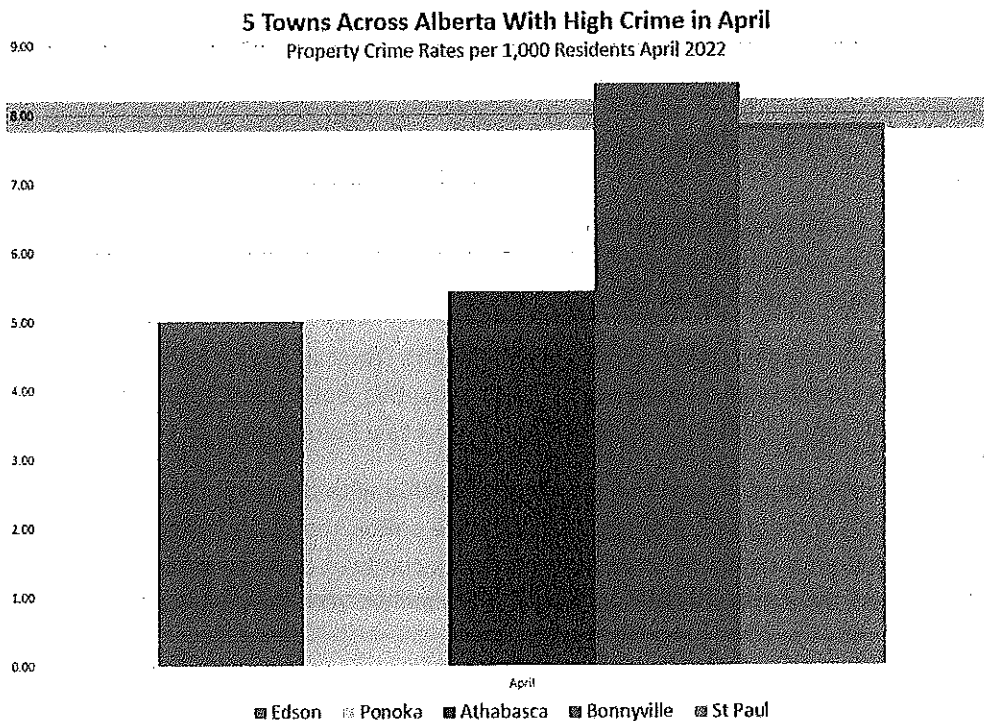
Last year I had been asking myself a question for months. That question was 'How can I help property owners know how safe the area they live in really is?' Sometimes even before crime rates went up there were plenty of warning signs.

I felt that if people could be properly warned that crime could be a real issue, some would want to take precautions in advance.

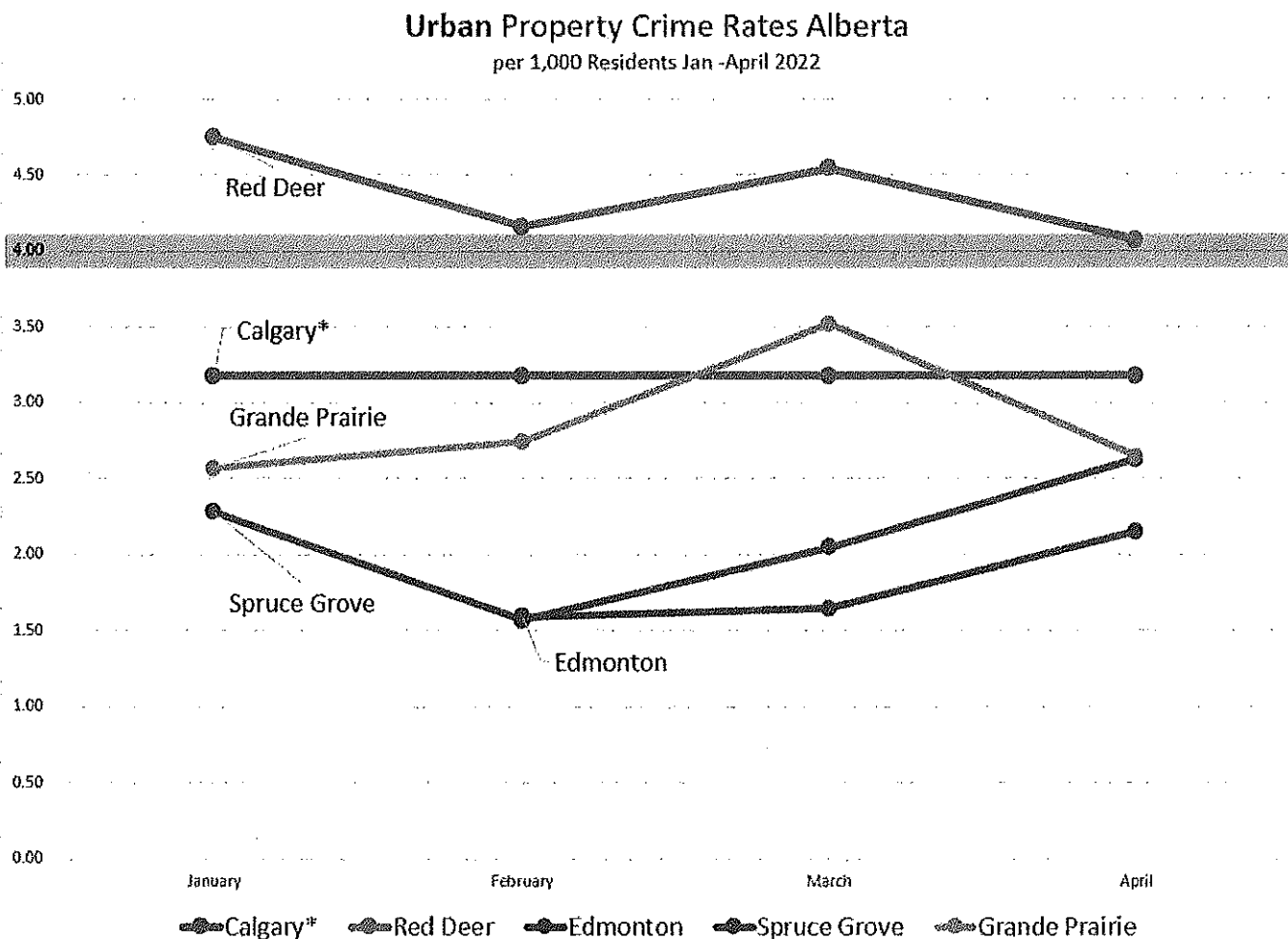
What if there was a way to de-risk the crime rate? Many municipal leaders feel their hands are tied and they have little control. I am positive that isn't the case.

I've found there are almost no real reasons why one Town should have double or triple the crime versus another peer. All Towns have the same federal and provincial laws, most have the same police force, and often the economics and geography are similar. The differences often come down to how either how active a community is engaged or how entrenched a crime ecosystem has become.

For reference, here are Towns across the province with some of the highest crime rates in April.



To my surprise the crime rates in Towns can quickly jump to levels much higher than ever seen in rural Alberta and higher than even in major Cities. Compare the crimes per 1,000 for Cities below with the sample of Albertan Towns on the first page. Notice how crime rates in Towns can be **double** what people in the City experience at times.



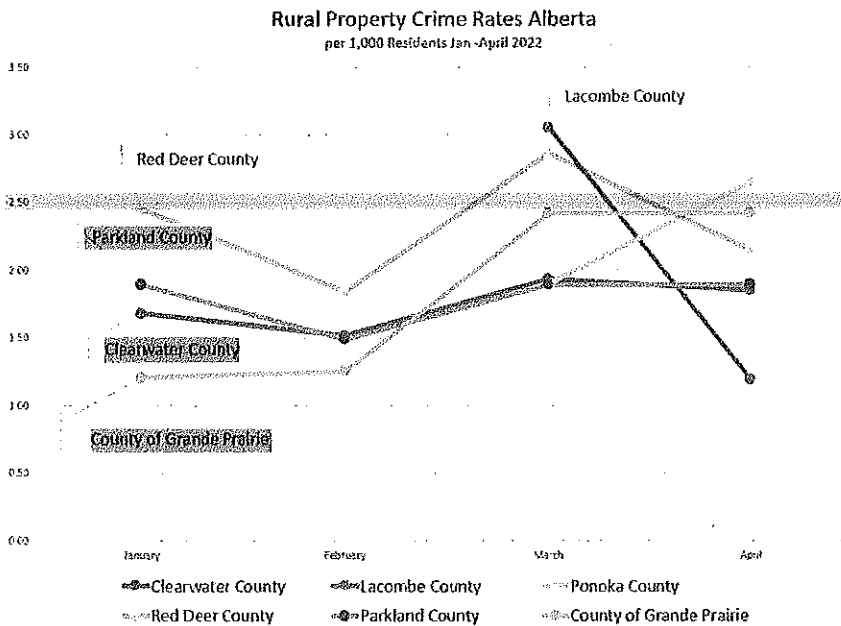
When crime rates spike, there comes a lot of negative publicity with it. The frustration can all come very quickly and people being people, very loudly. When that happens, many municipal leaders feel all they can do is wait and hope some of the root causes get dealt with eventually. Some call this damage control.

As a Municipal leader there are proven steps you can take to avoid crisis management. You can put the safety of your community in the hands of the people that can truly make a difference. I didn't know this, but several police officers have told me that the initial training the RCMP receives introduces Peels Principles of Law Enforcement from 1829.

Number 7 of these 9 principles says **"Police, at all times, should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police; the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence."** These principles have held true for almost 200 years and have been officially adopted across the world.

Let me show you results from 2022 that come from properly putting this principle in action.

The three rural Counties with the lowest crime rates in the chart below all have some form of formal or informal program helping their ratepayers know and use the free Lightcatch app for crime prevention. These communities' crime rates are much lower than many other peers across the province.



Lightcatch is a free app that helps the people do exactly what Peels' Principles outline. It allows the public to safely and legally help the police better than any other tool on the market. It happens to be the world's leading solution.

I created the 10 Steps to Community Safety to give real clarity how well Peel's principles are being applied. In other words, I can help show how well people are actually helping the police. These steps have proven to lead to safer communities than many peers, as well as having led to hundreds of other success stories.

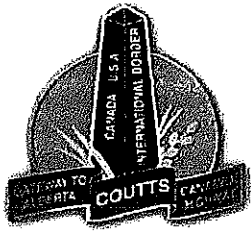
If you would like to have the 10 Steps to Community Safety to get a sense how much risk your Town is facing, I can help. Contact me to get a free report specific to your Municipality.

Depending on how technology changes, the 10 steps I've created may not last the next 200 years like Peels Principles have. However, I'm pretty confident something like these 10 steps to Community Safety are going to soon reach people all over the world. The changes they bring about will last for at least the next decade. They are so incredibly impactful.

If you want to de-risk this issue, contact me to get your free report. Crime rates after the pandemic are rising across most places in the Country. Summer can also be the most volatile, and it is just around the corner.

Sincerely,

Darren Boyer
Founder + CEO



Village of Coutts
Box 236
Coutts, AB
T0K 0N0
403-344-3848

May 11, 2022

Alberta Utilities Commission

106 Street Building
10th Floor, 10055 106 ST
Edmonton, AB
T5J 2Y2

Dear Utilities Commission:

RE: Increasing Utility Fees

Please accept this correspondence as a letter of support in addition to the correspondence you have already received from the Town of Fox Creek, dated March 23, 2022.

The Village of Coutts is also in agreement with the concerns being heard across the province in regards to the rising fees for both electricity and natural gas. These increases are being felt by both private and public sectors, and we would like the Commission to take note of the concerns herein.

Throughout COVID-19, the residents of the Village of Coutts have felt the ever-increasing impact of the pandemic along with increased job insecurity, rapid inflation of groceries, fuel and housing costs. These rising costs of utilities have placed an additional strain on residents' already low bottom line.

These rising costs have a huge impact on small business, non-profits and large commercial industries. They are all encompassing across all sectors.

As representatives of our community, we also note that it is wholly unacceptable that the rising costs of utilities have led to increased private profits, as has been noted in the media lately. In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless the Commission takes swift action. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside the Town of Fox Creek, the Village of Coutts is urging the Commission to review the fees being charged on top of the actual usage fees while giving strict attention to the amount of profit corporations are making off of our residents an Albertans.

Your time and consideration for our residents, businesses and non-profits is greatly appreciated.

Sincerely,


Mayor Jim Willett

cc: Village of Coutts Council
Mr. Grant Hunter, MLA
Alberta Municipalities
Town of Fox Creek

May 17, 2022

Via email: info@auc.ab.ca

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 Street
Edmonton, AB T5J 2Y2

RE: Increasing Utility Fees

Dear Alberta Utilities Commission,

Please accept this correspondence as a letter of support in addition to that of the Town of Fox Creek, dated March 23, 2022.

As you are aware, there have been many challenges in the last two years. A pandemic, which is still in effect, continues to burden our health care system and overall social, emotional, and financial wellbeing. These effects are evident with our province's unemployment rates, which reached a staggering 11.4% in 2020 and remained higher than it has been in 40 years for the better part of 2021. Now is not the time to increase utility fees, especially when many families, businesses, industries, and not-for-profits have yet to fully recover from these hardships.

We, as a municipality, have also been impacted by the financial strain of these decisions, with lower MSI funding allocations and an inflation rate of 6.7% - an all time high in 31 years. Nevertheless, we remain dedicated in assisting our residents to alleviate financial stressors, including reductions in waste collection fees and franchise fees in 2021, and no tax rate increases since 2020.

The Town of Bon Accord stands united with the Town of Fox Creek in support of a thorough review of the Commission's fees and corporate profits gained from proposed increases.

As a "trusted leader that delivers innovative and efficient regulatory solutions for Alberta", we ask, what will the Alberta Utility Commission do to help its fellow Albertans? When the light at the end of the tunnel finally appears within reach, will you help close the gap or will you turn off the light?

Our residents, businesses and non-profits appreciate your time and consideration in this important matter.

Sincerely,



Brian Holden
Mayor
Town of Bon Accord

Cc: Town of Fox Creek
Honourable Dale Nally, MLA, Morinville – St. Albert
Mr. Dane Lloyd, MP, Sturgeon River – Parkland
Alberta Municipalities

Sources:

<https://economicdashboard.alberta.ca/unemployment>
<https://tradingeconomics.com/canada/inflation-cpi>
<https://www.auc.ab.ca/our-mission/>



April 13, 2022

Shandro, Tyler, Honourable
Minister of Justice and Solicitor General, Deputy House Leader
Office of the Minister
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
ministryofjustice@gov.ab.ca

RE: FURTHER SUPPORT FOR THE RCMP

Dear Minister Shandro,

In the early parts of 2020, the Town of Fox Creek learned of the province's proposal to replace the RCMP with a Provincial Police Force. At that time, we had also received an abundance of letters from fellow municipalities voicing their support for the RCMP and their concerns over the proposal. We followed suit and shared our opposition to the plan with your predecessor as well.

As such, we at the Town of Fox Creek are having a hard time understanding why this proposal is still moving forward given the amount of opposition that the province has received.

We know that all municipalities who spoke up provided sound arguments against the proposal; arguments that aligned with our own. Arguments that should have been enough for the province to reconsider their position on this matter.

For your reference, we will reiterate just some of what the negative implications of a Provincial Police Force are.

1. Increase in operating costs, ultimately at the expense of taxpayers.

As we are just starting to come out of the pandemic, where many people and businesses struggled financially under the strain of closures and loss of employment, now is not the time to be increasing taxes to compensate for the operating costs of a Police Force that that majority of the province is not in favour of.

2. Policing services are already strained in many rural communities.

Services, including that of policing, are already strained in rural communities and with the provincial cuts to funding and changes to policies, it would not be conjectured to say that the installation of a Provincial Police Force would not be an improvement for these communities. If anything, it would act as an additional cause of attrition.

3. Now is not the time to distance ourselves from the rest of Canada.

We strongly believed, and continue to believe, that now is not the time to further distance ourselves from the nation. Now is the time to work towards building better relationships for the betterment of the province. As stated in the previous letter, alienation is a great way to further reduce Alberta's voice on the larger national and international stage.

We sincerely hope that the province stops to listen to their constituents, and reconsiders continuing with their proposed Alberta Provincial Police Force. We also hope that the province sees that, instead of replacing them, there is an opportunity to bolster and support the betterment of the existing RCMP.

Sincerely,



Sheila Gilmour
Mayor
sheila@foxcreek.ca

cc: The Honourable Jason Kenney, Premier
Arnold Viersen, MP, Peace River – Westlock
Todd Loewen, MLA, Central Peace – Notley
Alberta Municipalities Members



TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E.
Redcliff, Alberta, T0J 2P0
Phone 403-548-3618
Fax 403-548-6623
redcliff@redcliff.ca
www.redcliff.ca

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

May 16, 2022

RE: Increasing Utility Fees

Dear Premier Kenney,

The Town of Redcliff joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private sectors, and we are urging you to take serious note of this.

Over the past two years, residents of both Redcliff and the province have felt the increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines. Many residents, small businesses and commercial industries are in danger of closing or have already been forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased profits as has been noted in the media lately. Our local paper recently reported "Energy Division Rakes in \$105M" (<https://medicinehatnews.com/news/local-news/2022/04/07/energy-division-rakes-in-105m/>). In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless you or the Alberta Utilities Commission can correct this practice. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside other municipalities in the province, we are urging yourself and the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making from our residents and ultimately, all Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Dwight Kilpatrick
Mayor, Town of Redcliff

Cc Alberta Municipalities
Alberta Utilities Commission
Michaela Frey, MLA

