

Regular Meeting of the Village of Alix Council, to be held on
Wednesday, October 16, 2024 at 6:00 P.M.

AGENDA

1. Call to Order:
2. Agenda Amendments and Adoption
3. Adoption of the Minutes:
 - a) Minutes of the Organizational Meeting – October 2, 2024 – 5:30 P.M.
 - b) Minutes of the Regular Meeting – October 2, 2024 – 6:00 P.M.
4. Delegation:
 - a) Charles Andrews, President – Alix Wagon Wheel Museum Association
5. Bylaws:
 - a) Utility Bylaw No. 485/24 Review – Request for Decision 24-49
6. Unfinished Business: None
7. New Business:
 - a) Alix Public Library 2025 Budget – Request for Decision 24-48
 - b) Credit for Email Billing – Request for Decision 24-47
8. Financial Reports:
 - a) Accounts Payable Cheque Listing – September 18 – October 2, 2024
 - b) Tax Trial Balance – October 10, 2024
 - c) Bank Reconciliation – August 31, 2024
9. Committee Reports:
 - a) Lacombe Regional Waste Services Commission – Councillor Gilliat
 - b) Parkland Community Planning Services – Councillor J. Besuijen
 - c) Parkland Regional Library Board – Councillor Gilliat
 - d) Red Deer River Municipal User Group Association – Mayor T. Besuijen
 - e) Mayor’s Caucus Meeting – Councillor Fehr
 - f) Alix Public Library – Councillor Gilliat
 - g) Alberta Municipalities Convention – Councillor Cole
 - h) Alberta Municipalities Convention – Mayor T. Besuijen
 - i) Alberta Municipalities Convention – Councillor J. Besuijen
 - j) Alberta Municipalities Convention – Councillor Gilliat
10. Administrative Reports: None
11. Correspondence
 - a) Alberta Community Peace Officer – Law Enforcement Duty Risk Assessment & Mitigation Report
 - b) Enhance Energy – Community Information Sessions
 - c) Lacombe County – Alberta Community Partnership Grant Application
 - d) Alix and Area Community Resource Centre – Online Auction
 - e) Alix and Area Community Resource Centre – Quarterly Newsletter
 - f) David Williams, Assistant Deputy Minister, Housing Division, Seniors, Community and Social Services – Ministerial Order No. 2024-011
12. Closed Meeting:
 - a) FOIP Section 27 – Privileged Information – RE: Legal Opinion – 5212 – 46 Street
 - b) FOIP Section 27 - Privileged Information – RE: Legal Opinion – 4920 – 49 Street
13. Adjournment:



Council Members shall at all times conduct themselves and commit to ethical, businesslike, and lawful conduct, including the appropriate use of authority vested in them and appropriate decorum when acting as a Council Member.

Council Members shall:

- Govern their conduct in accordance with the requirements and obligations set out in the MGA;
- Commit to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Council Members;
- Not take action beyond the powers granted by the MGA without having the necessary authority from Council to do so;
- Represent the best interests of the Village;
- Debate in a manner that is respectful, considerate and healthy and will be limited to the topic that is directly related to the motion on the table;
- Take all points of view into account when making decisions;
- Have the option to respectfully disagree with other Members of Council;
- Preserve the integrity and impartiality of Council;
- Think independently and refrain from forming allegiances or factions within Council.

Minutes of the Organizational Meeting of the Village of Alix Council, held on Wednesday, October 2, 2024 in the Village of Alix Council Chambers at 5:30 P.M.

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

Also Present: Michelle White, Chief Administrative Officer

Call to Order: Michelle White, Chief Administrative Officer called the meeting to order at 5:45 P.M.

Election of Mayor: Michelle White, Chief Administrative Officer, called for nominations for the position of Mayor of the Village of Alix for the first time. Councillor Fehr nominated Councillor T. Besuijen for the position of Mayor.

Councillor T. Besuijen allowed his name to stand for the position of Mayor.

Michelle White, Chief Administrative Officer, called for nominations for the position of Mayor for the second time. Councillor J. Besuijen nominated Councillor Gilliat for the position of Mayor.

Councillor Gilliat declined the nomination.

Michelle White, Chief Administrative Officer, then called for nominations a third and final time. Hearing none:

Michelle White, Chief Administrative Officer, then declared Councillor T. Besuijen Mayor of the Village of Alix by acclamation.

Mayor T. Besuijen assumed the Chair for the remainder of the Organizational Meeting.

Election of Deputy Mayor:

Mayor T. Besuijen called for nominations for the position of Deputy Mayor for the Village of Alix, for the first time.

Councillor Fehr nominated Councillor Gilliat for the position of Deputy Mayor of the Village of Alix.

Councillor Gilliat allowed her name to stand for the position of Deputy Mayor.

Mayor T. Besuijen called for nominations for the position of Deputy Mayor for the second time. Hearing None:

Mayor T. Besuijen called for nominations for the position of Deputy Mayor for a third and final time. Hearing none:

Resolution #183/24: Moved by Mayor T. Besuijen that nominations cease.

CARRIED

Mayor T. Besuijen then declared Councillor Gilliat Deputy Mayor of the Village of Alix by acclamation.

Signing Authority:

Resolution #184/24: Moved by Councillor Cole that Mayor T. Besuijen or Deputy Mayor Gilliat and Chief Administrative Officer Michelle White or Assistant CAO Tanya Meston, be appointed as signing officers for the Village of Alix and all Village of Alix Servus Credit Union accounts.

CARRIED

Appointment of Auditor:

Resolution #185/24: Moved by Councillor Gilliat that the Village of Alix Council appoint SENIUK & COMPANY Chartered Professional Accountants as Auditors for the Village of Alix for 2024.

CARRIED

Appointment of
Fire Chief:

Resolution #186/24: Moved by Councillor Fehr that the Village of Alix Council appoint Darren Hiron as the Fire Chief for the Village of Alix.
CARRIED

Appointment of
Development Officer:

Resolution #187/24: Moved by Councillor J. Besuijen that the Village of Alix Council appoint Assistant CAO, Tanya Meston, as the Development Officer for the Village of Alix.
CARRIED

Appointment of
F.O.I.P. Officer:

Resolution #188/24: Moved by Councillor J. Besuijen that the Village of Alix Council appoint Assistant CAO Tanya Meston, as the F.O.I.P. Officer for the Village of Alix.
CARRIED

Appointment of
Weed Inspector:

Resolution #189/24: Moved by Councillor Gilliat that the Village of Alix Council appoint Public Works Foreman Michael Carr as the Weed Inspector for the Village of Alix.
CARRIED

Resolution #190/24: Moved by Councillor Cole that the Village of Alix hereby appoints the Regional Intermunicipal Subdivision and Development Appeal Board as established in Bylaw 440/18 as the Appeal Board under Part 4, Section 19(1) of the Weed Control Act, for the Village of Alix.
CARRIED

Appointments to Boards
Commissions and Committees:

VILLAGE OF ALIX

APPOINTMENT OF COMMITTEES AND DELEGATES - 2023/24

Section 1 - General Government

A. Parkland Community Planning Services

Delegate: Councillor J. Besuijen
Alternate: Councillor Fehr

B. Municipal Planning Commission

Delegates: Councillor Fehr
Councillor Cole
Councillor J. Besuijen

C. Intermunicipal Development Plan/Intermunicipal Collaboration Framework Committee

Delegates: Mayor T. Besuijen, Councillor Gilliat
Alternate: Councillor J. Besuijen

D. Joint Use and Planning Agreement – Wolf Creek School Division

Delegates: Councillor Cole, Councillor Gilliat
Alternate: Councillor Fehr
CAO

Section 2 - Protection and Health

A. Disaster Services

Director: Janene Anderson
Deputy Director: Michelle White, CAO

B. Lacombe Regional Emergency Management Committee

Delegate: Councillor Cole
Alternate: Councillor Fehr

C. Regional Fire Services Committee

Delegate: Councillor Fehr
Alternate: Councillor Cole
Fire Chief
Deputy Fire Chief
CAO

D. Bashaw R.C.M.P. Detachment Community Consultative Group

Delegate: Councillor Cole
Alternate: Councillor J. Besuijen

E. Lacombe Foundation

Delegate: Councillor Fehr
Alternate: Councillor Gilliat

F. Alix Fire Department

Delegate: Councillor Fehr
Alternate: Councillor Cole

Section 3 - Transportation, Water and Sanitation

A. Lacombe Regional Waste Services Commission/
Central Waste Management Commission

Delegate: Councillor Gilliat
Alternate: Councillor J. Besuijen

B. Railway Advisory Committee

Delegate: Councillor Fehr
Alternate: Councillor Cole

C. Hwy 12/21 Water Commission

Delegates: Mayor T. Besuijen, Councillor J. Besuijen
Alternates: Councillor Fehr, Councillor Cole

D. Red Deer River Municipal Users Group

Delegate: Mayor T. Besuijen
Alternate: Councillor Fehr

E. Buffalo Lake Management Team

Delegate: Councillor J. Besuijen
Alternate: Councillor Fehr

Section 4 - Recreation and Culture

Resolution #191/24:

Moved by Councillor Cole that the Village of Alix Council appoint Barb Gilliat and John Ireland to the Village of Alix Library Board for the term specified below:

Barb Gilliat	1 year term expiring October 20, 2025
John Ireland	1 year term expiring October 20, 2025

CARRIED

A. Alix Public Library

Delegate:	Councillor Gilliat
Barb Gilliat	1 year term expiring October 20, 2025
John Ireland	1 year term expiring October 20, 2025
Ingrid Volmer-Clark	1 year term expiring November 2, 2024
Arlene Gauthier	3 year term expiring October 20, 2024
Brant Perry	2 year term expiring May 3, 2025
Cathy Perry	3 year term expiring May 3, 2026
Cheryl Sydor	3 year term expiring June 11, 2027

B. Parkland Regional Library

Delegate:	Councillor Gilliat
Alternate:	Councillor Cole

C. Alix Arena Association

Delegate:	Councillor Fehr
Alternate:	Councillor Cole

Section 5 – Village Committee Relations

A. Rahr/Village Relations Committee

Delegates:	Mayor T. Besuijen Councillor Gilliat CAO
Alternate:	Councillor Fehr

B. Alix/Mirror Wellness Society

Delegate:	Councillor J. Besuijen
Alternate:	Councillor Cole

Resolution #192/24:

Moved by Councillor Cole that the Village of Alix Council appoint the above Committees, Delegates and Liaisons.

CARRIED

Appointment of
Financial Institution:

Resolution #193/24:

Moved by Councillor J. Besuijen that the Village of Alix Council appoint the Servus Credit Union – Alix Branch as the Financial Institution for the Village of Alix.

CARRIED

Establish Civic Address
of Municipal Office:

Resolution #194/24:

Moved by Councillor Cole that the Village of Alix Council name 4849 – 50 Street as the Village of Alix Municipal Office.

CARRIED

Establish Regular Council
Meeting Time:

Resolution #195/24: Moved by Councillor Fehr that regular meetings of the Village of Alix Council be held in accordance with Section 5 of Bylaw #466/21 commencing at 6:00 P.M.

CARRIED

Adjournment:

Resolution #196/24: Moved by Councillor J. Besuijen that this Organizational Meeting of the Village of Alix Council be adjourned at 6:08 P.M.

CARRIED

Mayor

Chief Administrative Officer

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, October 2, 2024, at 6:00 P.M.

- Present: Mayor T. Besuijen, Councillors Barbara Gilliat, Janice Besuijen, Edwin Cole and Rob Fehr
- Also Present: Michelle White, Chief Administrative Officer
- Call to Order: Mayor T. Besuijen called the meeting to order at 6:10 P.M.
- Amendments/Deletions to Agenda: Mayor T. Besuijen called for amendments to the agenda.
- Approval of Agenda:
- Resolution #197/24: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda as presented.
CARRIED
- Minutes: a) Regular Meeting – September 18, 2024
- Resolution #198/24: Moved by Councillor J. Besuijen that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, September 18, 2024, be accepted as presented.
CARRIED
- Delegation: None
- Bylaws: None
- Unfinished Business: None
- New Business: a) Parkland Regional Library Budget - Request for Decision 24-45
- Resolution #199/24: Moved by Councillor Gilliat that the Village of Alix Council hereby approve the proposed Parkland Regional Library Board 2025 budget as presented.
CARRIED
- b) Resident Tax Request – Request for Decision 24-46
- Resolution #200/24: Moved by Councillor Cole that the Village of Alix Council hereby cancel \$390.00 of municipal taxes plus \$36.09 in penalties for the year 2024 on tax roll #27600.
CARRIED
- Financial Reports: None
- Committee Reports: None
- Administrative Reports: a) Chief Administrative Officer’s Report
b) Economic Development Report
- Resolution #201/24: Moved by Councillor Gilliat that the Village of Alix Council hereby accept the Administrative Reports as presented.
CARRIED
- Correspondence and Information: a) ATCO Energy Systems – Natural Gas Franchise Fee Estimate for 2025 - Alix
b) Parkland Regional Library Board Talk
c) Family and Community Support Services Association of Alberta

Resolution #202/24: Moved by Councillor Fehr that Correspondence Items (a) through (c) be accepted as information.

CARRIED

Closed Meeting: None

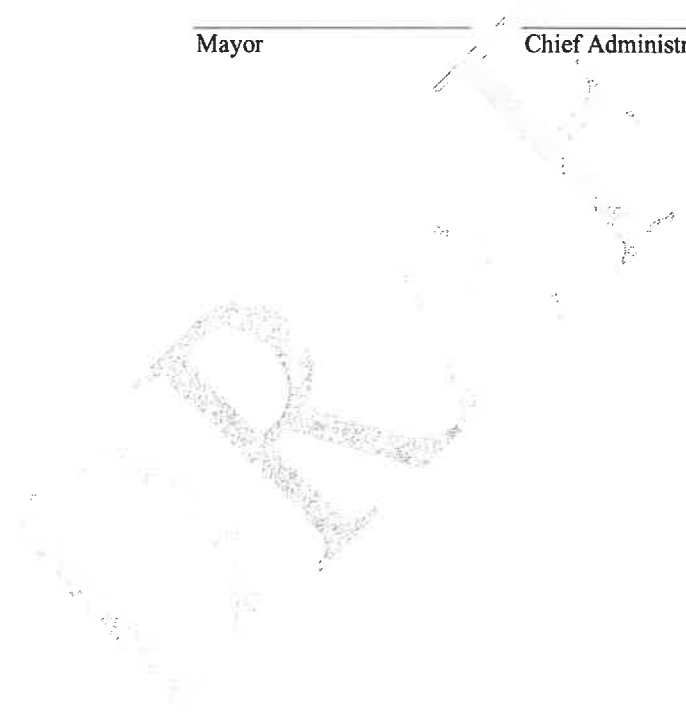
Adjournment:

Resolution #203/24: Moved by Councillor J. Besuijen that this Regular Meeting of the Village of Alix Council be adjourned at 6:34 P.M.

CARRIED

Mayor

Chief Administrative Officer



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

Village of Alix
Box 87 Alix
AB T0C 0B0

7, October, 2024

RE: Preserving our Museum (Automated Fire Suppression System)

Dear Mayor Fehr and Council,

A little over one year ago, we initiated a project to obtain an Argon/CO2 fire suppression system, since water and smoke damage from regular fire fighting methods would destroy our artifacts, and spell the end of our museum.

Based upon a preliminary estimate of cost, we applied for a CFEP grant. In late July we received confirmation that our grant for 50% of the initial quote was approved. (\$29,542) Our association had raised our portion of the projected costs via participation in a casino, and funds from savings.

Once obtaining this confirmation, we were able to have the company supplying the system inspect the museum to more accurately assess requirements. We were advised that to provide an automated system, essential, as the building is not constantly occupied, the cost would increase by \$8,965 excluding taxes. (copy of quote attached)

On behalf of the Alix Wagon Wheel Museum Association, I am requesting Alix Village Council to assist us with whatever portion of these costs your budget will allow. Whatever financial assistance you are able to provide will be gratefully appreciated. A plaque acknowledging contributors to this initiative will be placed in the museum.

Sincerely,



Charles Andrews, President, Alix Wagon Wheel Museum Association



Viking Fire Protection Inc.
 5622 103A Street NW
 Edmonton AB T6H 2J5
 Tel: (780) 447-4600
 Fax: (780) 447-3043

Quotation No.	JStark-50236-00
Quotation Date	2024-08-21
Salesperson	Jeremy Stark
Customer No	VE99999
Site No	VE99999

August 21, 2024

Alix Wagon Wheel Museum

4912 Main Street
 Alix, AB, T0C 0B0
 Phone: (403) 358-9848

Job Site: Alix Wagon Wheel Museum
 4912 Main Street
 Alix, AB, T0C 0B0
 Phone: (403) 358-9848

Subject: Alix Wagon Wheel Museum - Releasing Panel

It's with great pleasure that Viking Fire Protection is able to provide you with this proposal.

Scope of Work

Supply all Notifier parts as per the material list below for a cross-zoned Agent Release panel and devices.
 Price includes supply, programming and one technician for the Verification.
 Price includes Electrical Engineer for the Verification.
 Installation, monitoring and permits by others.

CodeID	Model	Description	Quantity	Unit	UnitPrice	Total Price
Fire Alarm Panels						
	RP-2002C	AGENT RELEASE CONTROL PANEL, 6 ZONES, 24V	1	EA		
	N-ANN-RLY	RELAY MODULE WITH 10 FORM C RELAYS	1	EA		
800BAT0670		BATTERY 6volts 7.2amps	2	EA		
Devices						
	C2W-BA	2-WIRE PHOTOELECTRIC DETECTOR, 12/24 VDC W. PLUG-I	11	EA		
	NBG-12LRAA	DUAL ACTION AGENT RELEASE PULL STATION	2	EA		
	SBA-10	SURFACE BACK BOX FOR NBG-12LRA	2	EA		



Viking Fire Protection Inc.
 5622 103A Street NW
 Edmonton AB T6H 2J5
 Tel (780) 447-4600
 Fax (780) 447-3043

Quotation No.	JStark-50236-00
Quotation Date	2024-08-21
Salesperson	Jeremy Stark
Customer No	VE99999
Site No	VE99999

Miscellaneous	P2RLED-B	LED HORN STROBE. WALL MT. 2 WIRE. RED - BILINGUAL	4	EA
	KMS-6-24A	MOTORIZED BELL. 6". 24 VDC	4	EA
		END-OF-LINE RESISTOR & DIODE ASSEMBLY	1	EA
	EOL-CR	END-OF-LINE PLATE - RED METAL	8	EA

Labour

Miscellaneous	Shop	Packing Alarm
Miscellaneous		Programming
Miscellaneous		Verification

Others

Miscellaneous	-	Sub-Contract.	1
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Amount for this quotation: \$8,965.00

Terms and conditions

- > **ADDITIONAL EQUIPMENT:** The price indicated for services provided by the Contractor is valid only for equipment stated in the contract. All additional equipment are subject to extra.
 - > Unless specified, the work will be performed during the normal opening hours from Monday to Friday, excluding the legal holidays.
 - > Applicable Sales Taxes Extra.
 - > This Quote is strictly reserved to the individual or company that it was destined to and can contain privileged or confidential information. Please note that all reproduction, distribution or disclosure of this is strictly prohibited.
- If you received this document by error, please contact us immediately and return the original to the address mentioned in title.
- > **IMPORTANT NOTE :** Viking cannot be held responsible for any delay of deadlines at any level (engineering, supply, manufacturing, transport, installation, start-up, etc.) attributable to Force Majeure, as defined in Article F of the "Limited Warranty" included in this letter of quotation. It is not excluded that such delays may cause monetary effects.

ADMINISTRATION REPORT



Date: October 9, 2024 RFD 24-49
Memo To: Village Council
From: Michelle White
Subject: Utility Bylaw Review

1. **PURPOSE** – To review/update the Utility Bylaw and move all utility charges over to the Fee Schedule Bylaw.
2. **BACKGROUND** – Each year Council amends the Utility Bylaw to update the utility rates for the next calendar year. Council also reviews the Fee Schedule Bylaw regularly to consider potential rate changes.
3. **OPTIONS** –
 1. To give first reading of Utility Bylaw 485/24
 2. To accept this report as information and let Utility Bylaw 421/16 stand
4. **DISCUSSION** – Our current Utility Bylaw is from 2016, but there are 8 Utility Bylaw Amending Bylaws that have been passed since the original in 2016. This becomes difficult to track and difficult for residents to follow when looking up bylaws on our website.
5. **FINANCIAL IMPLICATIONS** – Separating the bylaws would ensure regular annual review of municipal fees and service charges, helping to develop an accurate budget.
6. **LEGAL** – The only way to change a bylaw is with another bylaw:

MGA s. 63(1) “A council of a municipality may, by bylaw, revise any of its bylaws or any one or more provisions of them in accordance with this section.”

MGA s. 191(1) “The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw.
(2) The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.”
7. **POLITICAL/PUBLIC IMPLICATIONS** – By streamlining the process for Council and administration, we are also streamlining things for the public. Having all the fees and charges in one bylaw that is updated annually and accessible through our website decreases the administrative duplication of updating each bylaw separately.
8. **OTHER COMMENTS** – If Council decides to update the Utility Bylaw, the Fee Schedule Bylaw will need to be passed in conjunction with it. This will ensure proper authority is in place to continue applying utility charges to account holders.

By giving only first reading to the proposed new bylaw, it will allow staff to prepare a new Fee Schedule Bylaw and bring it to Council for consideration with the intent of passing both Fee Schedule and Utility bylaws before year end.
9. **RECOMMENDATIONS** – Option #1, I recommend the following resolution:

“that the Village of Alix Council hereby gives first reading to Utility Bylaw 485/24, being a bylaw of the Village of Alix in the province of Alberta to provide for the regulation, operation, maintenance and control of; a waterworks and distribution system, waste water collection system, storm sewer system, recycling, compost and garbage collection system.”

A handwritten signature in cursive script, appearing to read "M. White".

Author

**BYLAW NUMBER 485/24
OF THE VILLAGE OF ALIX,**

BEING A BYLAW OF THE VILLAGE OF ALIX IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION, OPERATION, MAINTENANCE AND CONTROL OF; A WATER WORKS AND DISTRIBUTION SYSTEM, WASTE WATER COLLECTION SYSTEM, STORM SEWER SYSTEM, RECYCLING, COMPOST AND GARBAGE COLLECTION SYSTEM.

WHEREAS BY VIRTUE OF THE POWER CONFERRED UPON IT UNDER THE MUNICIPAL GOVERNMENT ACT, THE COUNCIL OF THE VILLAGE OF ALIX DULY ASSEMBLED IN OPEN COUNCIL, ENACTS AS FOLLOWS:

1. TITLE

1.1 This bylaw may be referred to as the "Utilities Bylaw" of the Village of Alix.

2. INTERPRETATION

2.1 In this bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:

- (a) "Ashes" means the residue left after the combustion of wood in fireplaces or wood burning appliances used for the purpose of providing heat in a building.
- (b) "Billing Date" means the date set out on the invoice of the Municipality which levies the applicable utility charge.
- (c) "Building" means any structure used or intended for supporting or sheltering any use of occupancy.
- (d) "Building Waste" means waste produced in the process of constructing, altering, or repairing a building and includes earth, vegetation, clay, silt, sand or rock displaced in the process of building.
- (e) "Collector" means any person authorized by an agreement or resolution to collect, remove and dispose of garbage, ashes, refuse or waste pursuant to this bylaw.
- (f) "Commercial Premises" means any lands or buildings designated "Commercial" under the Municipality's Land Use Bylaw.
- (g) "Council" means the Council of the Village of Alix.
- (h) "Customer" or "Consumer" means a person, corporation, proprietor, association, society, partnership or renter to whom the municipality supplies utility services.
- (i) "CAO" means the Municipality's "Chief Administrative Officer" as appointed by Council from time to time.
- (j) "Dwelling Unit" means a self-contained building or portion of a building used as a permanent residence by a household.
- (k) "Garbage" means the refuse of animal matter, vegetable matter or any other matter which has been used or is intended for use as food.
- (l) "Garbage Collection System" means any of the Municipality's means of collection, transmission, treatment or disposal of garbage or waste.

(m) "Highway" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle, sidewalk, boulevard, right of way, ditch or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles or pedestrian traffic.

(n) "Industrial Premises" means any lands or buildings designated "Industrial" under the municipality's Land Use Bylaw.

(o) "Interceptor" means a device approved by the Municipality and designated to prevent matter from passing from the source into the sewage system or storm sewer system

(p) "Matter" means any solid, liquid or gas.

(q) "Municipality" means the Village of Alix.

(r) "Meter" shall mean a mechanical and/or electronic device used to measure the amount of water consumed in metric measurement.

(s) "Nuisance" means any act, deed, omission, or object, which is, or could reasonably be expected to be annoying, troublesome, destructive, harmful, inconvenient, unsanitary, unsightly, unsafe or injurious to another person and / or another person's property.

(t) "Outstanding Account" means utility charges for which the municipality has not received payment by the last day of the billing month.

(u) "Premises" means any land or building or both or any part thereof within the Municipality.

(v) "Prohibited Waste" includes but is not limited to:

(i) liquid waste, dead animals or dead animal parts, petroleum products, industrial residue, discarded furniture, automobile parts, major appliances, sod, electronic products, concrete, soil, inflammable waste, explosive waste;

(ii) biological, hazardous, pathological and radioactive waste as defined pursuant to the *Public Health Act* and its Regulations; and any substance under the Hazardous Waste Regulations that could be harmful to people, plants, animals or the environment.

(iii) hot or warm ashes; and

(iv) any other matter, the collection of which may be potentially dangerous to any collector.

(w) "Receptacle" means the vessel that is provided by waste management contractors.

(x) "Refuse" includes garbage and any other matter including: bottles, metals, cans or tins, crockery, glass, iron, cloth, paper, and all other similar items that accumulate in the household or result from commercial or industrial operations.

(y) "Release" means to directly or indirectly spill, discharge, spray, inject, inoculate, abandon, deposit, leak, seep, pour, drain, emit, empty, throw, dump, place or exhaust either intentionally or unintentionally.

(z) "Residential Premises" means any lands or buildings designated "Residential" under the Municipality's Land Use Bylaw.

(a.a) "Sewage" means human waste and wastewater discharged through normal daily household use.

(a.b) "Sewage System" means any of the Municipality's works for the collection, transmission, treatment or disposal of sewage, or any part of such system.

(a.c) "Storm Sewer System" means any of the Municipality's works used primarily for the collection of water that is released or drained from a surface as a result of natural precipitation.

(a.d) "Utility Charges" means the fees imposed by the municipality for utility services pursuant to Fee Schedule Bylaw, Schedule "A".

(a.e) "Utility Services" means the Municipality's storm sewer system, sewer system, water system, recycling, compost and garbage collection systems and all related appendages including but not limited to measuring, sampling and testing devices.

(a.f) "Vehicle" means a device in, on or by which a person, animal or thing may be transported or drawn on a highway.

(a.g) "Waste" means any discarded or abandoned organic or inorganic material which the owner or possessor thereof does not wish to retain for any purpose.

(a.h) "Water System" means any of the Municipality's works for the collection, transmission, treatment and distribution of water.

3. GENERAL

3.1 Tapping of water and sewer mains:

No person, without having obtained permission to do so, shall make connection to any public water or sewer lines or mains. Applicants shall be responsible for any repairs to streets, curbs, gutters and sidewalks which are damaged while making such connections and will be required to make a deposit as per Fee Schedule Bylaw, Schedule "A" until said repairs are completed to the satisfaction of the Municipality. The applicant shall also provide adequate safety provisions during said construction. Permission will be given only to licensed installers or authorized employees of the Municipality.

3.2 Applications for hook up and shut off:

Applications must be made through the Municipal office, with required fees, as per Fee Schedule Bylaw, Schedule "A" being paid before services are turned on. Water shall be turned on or off only by an authorized employee of the Municipality and charges, for said Utility Services, shall be in accordance with Fee Schedule Bylaw, Schedule "A".

3.3 No person other than authorized Municipal employees shall open or close or operate or therefore interfere with any valve, hydrant or fire plug, or draw water there from, with the exception of authorized fire department personnel, who are authorized to use the hydrants or fire plugs for fire fighting, practices or equipment testing.

3.4 No person shall in any manner obstruct the free access to any hydrant, valve or service valve, manhole, and, in the case of a hydrant, by placing any matter or thing nearer than the property line, or within five (5) meters of the hydrant in a direction parallel with the said property line. Costs of repairs required as a result of obstruction or damage to any service valve are the responsibility of the owner of the property being serviced.

4. GARBAGE, WASTE AND REFUSE COLLECTION

4.1 The Municipality may contract with any person or company to provide for the collection, removal and disposal of Garbage, Waste and Refuse upon such terms and conditions as is considered expedient.

4.2 No person shall:

- (a) Interfere with the Municipality's collection and disposal of Garbage, Waste or Refuse pursuant to this Bylaw.
- (b) Place Garbage, Waste or Refuse upon any Highway or roadway, except in an acceptable Receptacle or container.
- (c) Deposit any prohibited Garbage, Waste or Refuse in any container or Receptacle.
- (d) Deposit into the Garbage Collection System any Matter which may cause the Garbage Collection System to contravene any federal, provincial or Municipal legislation.
- (e) Deposit any Garbage, Waste or Refuse from a Premises to a container or Receptacle other than a container or Receptacle provided exclusively for that particular Premises.
- (f) Burn any Garbage, Waste or Refuse.
- (g) Place or deposit warm or hot Ashes in a container or Receptacle.
- (h) Collect or dispose of any Garbage, Waste or Refuse except pursuant to the terms of this Bylaw.
- (i) Tamper or interfere with any Waste or recyclable material set out for collection that is not generated by the occupants of his/her own Dwelling Unit.
- (j) Set out for collection any Waste or recyclable material that is not generated by the occupants of his/her own Dwelling Unit.

4.3 The Customer of any Premises shall:

- (a) Utilize only the Village provided waste collection cart required for automated collection of Waste material.
- (b) Clean up any spillage originating from the waste collection cart or recycle bin assigned to their Premises.
- (c) Ensure that the collection carts:
 - (i) are not filled in such a manner that the manufacturer's rated weight limit is exceeded;
 - (ii) are not filled higher than the upper rim of the cart or in a manner which prevents full closure of the cart lid;
 - (iii) do not have its contents compressed in such a manner that it inhibits the Waste material from falling freely from the collection cart during the regular tipping process;
 - (iv) do not contain any material which might adhere to the inside of the collection cart, such material to be separately wrapped prior to being placed in the collection cart;
 - (v) are maintained in good repair and in a reasonably clean and sanitary condition.

(d) Ensure that the collection carts are:

(i) stored on the Premises from which the collection cart is assigned and shall not encroach or project over any street, lane or public place except when placed on such street or lane for the purpose of collection under this Bylaw; and;

(ii) stored with the lid closed in order to reduce odors and prevent litter.

(e) Ensure that collection carts are set out for collection:

(i) no later than 7:00 a.m. on the day of collection; and

(ii) no earlier than 7:00 p.m. on the day before collection

(f) Ensure that all collection carts assigned to the Dwelling Unit are returned to their storage area no later than 10:00 p.m. on the day of collection.

4.4 A Collector shall not be required to remove or empty:

(a) A collection cart which together with its contents exceeds the manufacturer's rated weight limit;

(b) A collection cart containing non-acceptable materials;

(c) A collection cart filled higher than the cart's upper rim causing the cart lid to not fully close.

4.5 Placement of waste Receptacle for collection:

All collection carts set out for collection shall conform to the following standards:

(a) be placed in such a manner that automated collection may occur without Collectors being required to manually move the collection carts in order to allow pick up;

(b) be placed in a manner that the front of the collection cart is facing the street;

(c) where any Premises fronts Main Street, from Lake Street to 50th Avenue, all collection carts from such Premises shall be placed adjacent to the alley with clearances of at least 0.3 meters to the rear, 0.3 meters between collection carts and recycle boxes and 1 meter from any obstacles such as Vehicles or utility boxes;

(d) in all other cases, all collection carts shall be placed for collection along the roadway, at the edge of the curb with clearances of at least 0.3 meters to the rear, 0.3 meters between the collection carts and recycle boxes and 1 meter from any obstacles such as Vehicles or utility boxes;

(e) collection carts must not be placed on the sidewalk or in such locations as to interfere in any way with Vehicle or pedestrian traffic;

(f) collection carts must be placed on a level surface not more than 150 mm above the road elevation;

(g) collection carts must be placed for collection in a way that they cannot easily be tipped over.

4.6 Waste collection carts and recycle boxes from units in a residential condominium shall be placed in a centralized location for collection at, or near a traveled portion of the access road on the common property or elsewhere with the written approval of the Chief Administrative Officer.

4.7 The owner or occupant of a Premises from which Waste and recyclable material is to be collected shall not cause or permit the Highway of the Premises to the center of the Highway thereof, and including the waste and recycle storage location on the common property, to be maintained in an untidy or disorderly condition.

4.8 No Collector shall be required to make a collection of Waste material if the waste collection cart is not placed according to the standards specified in the Bylaw including but not limited to Section 4.5.

4.9 No Collector shall be required to make a collection of Waste or recyclable material from inside any Building or be required to pass through a Building in order to collect Waste or recyclable material except as approved by the Chief Administrative Officer.

5. GARBAGE COLLECTION CHARGES

5.1 All Customers receiving Garbage Collection Services pursuant to this Bylaw shall pay the Utility Charges set out in Fee Schedule Bylaw, Schedule "A".

5.2 Only Premises with a Building are eligible to receive garbage/recycle collection services.

5.3 A Customer is deemed to be receiving Garbage Collection Services unless exempt pursuant to Fee Schedule Bylaw, Schedule "A".

6. RECYCLING BINS

6.1 The Municipality has provided recycling bins that accept only the materials listed in the Collector's contract with the Municipality.

7. RECYCLING BIN CHARGES

All Customers within the Municipality shall pay a recycling charge as set out in Fee Schedule Bylaw, Schedule "A".

8. COMPOST CONTAINERS

8.1 The Municipality has provided compost containers that accept only the following matter:

- grass clippings
- garden refuse
- weeds
- leaves

8.2 All Matter taken to the compost containers in garbage bags must be emptied from the bag into the compost containers.

8.3 Tree branches must be delivered to the Alix/Mirror transfer site in the area designated for tree branches.

9. COMPOST BIN CHARGES

9.1 All Customers within the Municipality shall pay a compost site charge as set out in Fee Schedule Bylaw, Schedule "A".

10. SEWAGE SYSTEM:

10.1 Discharges to Sewage System

(a) No person shall discharge, Release or deposit into the Sewage System any materials other than:

(i) Sewage (excluding hauled sewage);

(ii) Industrial Waste, approved through an agreement with the Municipality;

(iii) Waste generated by garbage grinders provided the Waste is generated in preparation of food normally consumed on the Premises. Such Waste must be shredded to a degree that all particles will be carried freely under normal flow conditions;

(iv) Sewage from recreational vehicle holding tanks. Only the 'Trailer Dumping Station' shall be used for this purpose.

(b) Any person or company requiring the discharge of materials not referred to in Section 10.1(a) of this Bylaw must enter into an agreement with the Municipality prior to any discharge into the Municipal Sewage System. Such agreement will include all terms and conditions pertaining to disposal.

(c) All Customers of Premises providing Vehicle and equipment washing shall install and maintain Interceptors.

10.2 Pretreatment

(a) Where materials must be pre-treated in order to comply with the requirements of Section 10.1, such pre-treatment shall:

(i) be at the sole cost of the Customer;

(ii) be through an agreement with the Municipality.

11. SEWAGE SYSTEM CHARGES

11.1 All Customers receiving Sewage System services pursuant to this Bylaw shall pay the Utility Charges set out in Fee Schedule Bylaw, Schedule "A".

12. USE OF STORM SEWER SYSTEM

12.1 No person shall, without the Municipality's written consent, release Matter other than water that is released or drained from a surface as a result of watering of lawns, gardens, and washing of Vehicles or natural precipitation into the Storm Sewer System.

13. WATER SYSTEM AND CHARGES

13.1 All Customers receiving Water System services pursuant to this Bylaw shall pay the Utility Charges set out in Fee Schedule Bylaw, Schedule "A".

14. INSTALLATION OF WATER AND SEWER CONNECTIONS

14.1 The owner of any Building situated on land abutting on any street, or public place wherein there is a sewer or water main, now existing or hereafter located shall:

(a) Install in the Building, connections with the Sewage System and water mains, and any apparatus and appliances required to ensure the proper sanitary condition of the Building and Premises; and

14.2 The owner of any Building, located on land abutting on any road or street where a system of storm sewers is constructed shall connect the Building, to the system.

14.3 If the owner fails, neglects or refuses to comply with subsection 14.1 above within sixty (60) days of the construction of the Sewage System, Water System or Storm Sewage System within the abutting street, public place, or road, where construction takes place after the enactment of this Bylaw, the Municipality may enter onto the land and make the connection and charge the cost thereof against the land, Building, concerned in the same manner and with the same priority as to lien and to payment thereof as in the case of ordinary municipal taxes.

14.4 All water and sewer lines, laid in private lands, between the property line and the meter, shall be CSA approved material and are subject to and must meet all required codes at time of installation.

(a) Connection shall commence from the property line towards the Building for proper grade level.

(b) No person shall backfill any service until the service has been inspected and approved by an authorized municipal employee.

14.5 No connection may be made to the water service line between the property line and the meter. Any person violating this section of this Bylaw shall be subject to summary conviction under section 24.

14.6 All Customers receiving Sewage System services and/or Water System services pursuant to this Bylaw shall,

(a) Allow only Village Public Works Department to install or inspect upon installation thereof, a water meter, to the satisfaction of the CAO and shall pay Utility Charges upon receiving services;

(b) Have a plumber install back flow valves or other suitable devices to cut off or control the connection between the Sewage System and cellar or basement, on all new development, to prevent or reduce flooding.

15. METERS

15.1 Upon application, by the property owner or contractor, water meters shall be supplied by the Municipality, to all Buildings as per the fee set out in Fee Schedule Bylaw, Schedule "A". All Meters shall remain the property of the Municipality.

15.2 All Consumers and property owners shall give access for the installation, inspection and reading of water meter and shall protect it from interference or injury by frost or otherwise, and shall be liable for any damage which may occur to the Meter.

15.3 No person shall interfere with, cut or remove the seal on the Meter, disconnect the Meter or do anything to interfere with the flow of water through a Meter, or any act which may affect the proper operation of a Meter.

16. CONNECTION FEE

16.1 Any Customer requesting Utility Services shall pay upon a request for service, a non- refundable connection fee as per Fee Schedule Bylaw, Schedule "A".

16.2 The Municipality will not connect any water service unless an adult occupant or adult designated by the occupant of the Premises is present.

16.3 If a Customer requests a Utility Service disconnection by the Municipality, and a reconnection of this service within two (2) business days, the reconnection fee stated in Fee Schedule Bylaw, Schedule "A" will not be levied. These requests must be in writing to the CAO to allow Public Works time to schedule the shut offs.

17. UTILITY CHARGES

17.1 The Municipality shall levy Utility Charges for all Premises in accordance with Fee Schedule Bylaw, Schedule "A", unless those Premises are exempt pursuant to Section 17.10.

17.2 All utility accounts will be set up in the property owners' name as per Land Titles. A copy of said bill may be mailed to a renter at the request of the owner.

17.3 The Utility Charge shall include any applicable charges for water, sewer, garbage collection, recycling and composting.

17.4 Where a water meter has been altered, tampered, or is defective in any manner, the CAO may estimate the Water System charges and/or Sewage System charges for Premises for the period of time that the water meter was not operating properly; the estimated Utility Charges shall be deemed to be Utility Charges for the Premises.

17.5 The Municipality shall levy Utility Charges for all Premises on a monthly basis. Any Premises that had fees or charges grandfathered according to Bylaw #375/08, Section 18.9 will continue to be grandfathered under this Bylaw until such time as Utility Services are connected.

17.6 The Customer shall pay the applicable Utility Charge on or before the last day of the same month that billing occurs.

17.7 Outstanding Accounts will be subject to a 3.5 % penalty on the first day of the month following the Billing Date.

17.8 The property owner(s) are liable for the rates and charges of all services regardless whether occupied by the owner or renter. Outstanding Accounts will be added to the tax roll. The payment of any rates, charges, tolls, fares or rents as provided by the Bylaw, in accordance with Fee Schedule Bylaw, Schedule "A" may be enforced by all or any of the following methods, namely:

(a) By action in any court of competent jurisdiction

(b) By shutting off the Water Service

(c) By adding the amount owing to the tax roll.

17.9 Outstanding Accounts, held by Customers owning the Premises, including interest may be added to the tax roll of the property owners upon no less than fifteen (15) days notice being mailed to the property owner.

17.10 Residential/Commercial/Industrial/Benevolent Groups may apply to be exempt from paying garbage, recycle/compost charges as per Fee Schedule Bylaw, Schedule "A".

17.11 A Customer may make application to the CAO, his or her designate, for forgiveness of a portion of the sewer charge levied when sod is laid or grass is planted on their property. Such application should happen prior to the sod being laid or the grass being planted.

17.12 Council, by resolution, may offer incentives and/or rebates to Customers for the installation of water saving devices.

18. DISCONNECTION OF UTILITY SERVICES

18.1 The municipality may shut off the supply of utilities to the Premises of any Consumer for;

- (a) Any purpose that, in the opinion of the Municipality, may be expedient to do so, or;
- (b) Breach of or non-compliance with any of the provisions of this Bylaw or Department of Health regulations.

18.2 It is hereby declared that no person shall have any claim for compensation or damages as a result of the Municipality turning off the water service without notice or from the failure of the Water Supply system from any cause whatsoever.

18.3 Any Customer to whom Utility Services have been shut off or discontinued for committing a breach of this Bylaw shall, upon having paid all Utility Charges owing, and upon requesting that the Municipality restore Utility Services, must pay to the Municipality, a non-refundable connection fee as per Fee Schedule Bylaw, Schedule "A".

18.4 In cases where the Municipality is owed payment for rates, costs and charges from previous accounts, the Municipality will not supply services until all Outstanding Accounts are paid in full.

19. WATER RESTRICTIONS

19.1 From time to time the Municipality may implement water conservation and restrictions. The CAO, or designate, may implement said water conservation and restrictions as per Schedule "B" attached.

20. PROTECTION OF UTILITY SERVICES

20.1 No person shall break, damage, destroy, deface, tamper or cause or permit the breaking, damaging, destruction, defacing or tampering with any part of the utility system. Any person who does perform such acts shall be liable for any damage incurred.

20.2 The Municipality may discontinue access to any particular Utility Service where the Municipality believes use of that particular Utility Services to the Premises to be contrary to this Bylaw.

20.3 The Municipality will post a sign on the Premises at least twenty-four (24) hours prior to preventing access to the Utility Services on the Premises pursuant to this Bylaw. The sign will advise that access to Utility Services may be prevented.

21. REPAIRS – WATER & SEWER

21.1 The responsibility of the cost of repairs shall be as follows:

- (a) The Municipality shall, at the Municipality's expense, maintain the water and sewer lines from the main to the property line.
- (b) The owner shall, at his/her own expense, maintain the water and sewer lines from the owners' property line to the building.
- (c) The portion of the cost of any repair incurred from the main line on the street to the property line shall be the responsibility of the Municipality.
- (d) The portion of the cost of any repair incurred from the property line to the Building shall be the responsibility of the owner.

21.2 Frozen water lines:

The Municipality shall assume full responsibility and costs for any water service line which may be hereinafter frozen between the property line and the street main. Any water line frozen between the property line and the meter shall be the responsibility of the property owner.

21.3 Sewer Blockages

(a) In the event of a blockage of sewer, a determination must be made by the renter or homeowner as to the cause and location of the blockage.

(b) Upon determination of the cause and location of the blockage, the renter or homeowner shall have the blockage removed and the renter or homeowner and the Municipality will share the responsibility of cost as follows per section 22.1.

(c) Any blockage of the service piping to the sewer main due to foreign material introduced to the service by the renter or homeowner is the responsibility of the property owner, no matter what portion of the line the blockage occurs in.

(d) If a blockage is caused by tree roots, the Municipality will attempt to determine whether the problem trees are on municipal or private property;

(i) The Municipality will pay the cost of the removal of the roots if it is determined that the trees are solely on Village property and are responsible for the blockage.

(ii) If a root problem is caused by or contributed to trees on Municipal property reoccurs;

The Municipality may inhibit root growth using an approved method or have the trees removed.

If the property owner wishes that the trees located on Municipal property be left on site, the property owner must sign a release stating that the Municipality will not be responsible for any further blockages due to roots originating from these trees; this shall include the entire length of the line from the building to the main.

(e) If a blockage is caused by ice or accumulation of ice, it is the responsibility of the owner to prove that the blockage did not originate from the parcel.

(f) If the repair of a blockage, which is determined to be the responsibility of the Customer, causes any portion of sidewalks, boulevards, curbs, gutter, streets, or other Village property to be dug up, disturbed or otherwise changed, it shall be the responsibility of the property owner for the cost of repairing the damages.

22. RELEASE OF UNAUTHORIZED MATTER INTO THE VILLAGE OF ALIX GARBAGE, SEWER, STORM SEWER AND SYSTEMS

22.1 Any person who Releases, discharges or deposits into the Municipality's Garbage, Sewer, Storm Sewer or Water Systems unauthorized Matter shall:

(a) Notify the Municipality immediately upon becoming aware of the deposit, discharge or Release;

(b) Provide information regarding the Release, discharge or deposit to the satisfaction of the Municipality;

(c) Be liable for all costs incurred by the Municipality with respect to the discharge, Release or deposit for the containment, sampling, testing, removal, cleanup, disposal and any other related activity.

22.2 Whenever the Municipality determines that a Release from a Premise is contrary to this Bylaw, the Municipality, in addition to any other provisions in this Bylaw, requires the Customer to:

(a) Install and maintain a device to detect the presence of a Release contrary to this Bylaw and;

(b) Notify the Municipality of detection or a Release contrary to this Bylaw, and to provide all information to the Municipality's satisfaction.

23. DELEGATION OF AUTHORITY

23.1 The CAO is hereby authorized to do all things necessary in order to fulfill the CAO's responsibilities under this Bylaw. The CAO has the authority to delegate any of the responsibilities in regard to this Bylaw.

23.2 Any person who considers themselves to be aggrieved by a decision of the CAO may appeal the decision to Council:

(a) An appeal shall be made in writing within thirty (30) days of receipt of the CAO's decision; and

(b) The Council's decision respecting an appeal shall be final and binding.

24. ENFORCEMENT

24.1 Enforcement or rectification of breaches of this Bylaw may be undertaken by the Municipality by any or all of the following methods:

(a) Action in a court of competent jurisdiction;

(b) Shutting off the utilities being supplied to the Customer or discontinuing the service thereof;

(c) Distress and sale of the goods and chattels of the Customer wherever those goods and chattels may be found in the Municipality; and

(d) Where the Customer is the owner or purchaser of the Building or lot, or when the Customer is a non-occupant owner and has entered into an agreement with the Municipality, then all Utility Charges are a preferential lien and charge on the Building or lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes are recoverable.

25. REPEAL OF PREVIOUS BYLAWS, AMENDMENTS AND SCHEDULES

25.1 BYLAWS NUMBERED 421/16, 441/19, 451/19, 457/20, 468/21, 470/22, 474/22, 480/23 and 482/24 ARE HEREBY REPEALED.

25.2 SCHEDULE "A" and SCHEDULE "B" ARE HEREBY ANNEXED TO AND DECLARED TO BE PART OF THIS BYLAW.

25.3 IF ANY PROVISION OF THIS BYLAW IS DECLARED OR HELD TO BE INVALID, THAT PROVISION SHALL BE DEEMED TO BE SEVERED, AND THE REMAINDER OF THE BYLAW SHALL REMAIN IN FORCE AND EFFECT.

26. EFFECTIVE DATE

26.1 This Bylaw shall come into force and effect on final reading thereof:

READ A FIRST TIME IN OPEN COUNCIL THIS
DAY OF _____, 2024

READ A SECOND TIME IN OPEN COUNCIL THIS _____ DAY
OF _____, 2024

READ A THIRD TIME IN OPEN COUNCIL AND APPROVED THIS
DAY OF _____, 2024.

Mayor

Chief Administrative Officer



SCHEDULE "A"

VILLAGE OF ALIX

REQUEST FOR UTILITY SERVICES

Date of Request: _____ Effective Date of Service: _____

Owner(s) Name: _____ Phone Number: _____

Civic Address: _____ Mailing Address: _____

Account No: _____

Connection Fee: _____ Receipt # _____

AGREEMENT

I, _____ hereby make application to the Village of Alix for utility services and agree to pay for such services, at the rates as determined from time to time. I do further agree that the service shall be subjected to the Regulations as stated in Bylaw #485/24 of the Village of Alix.

I understand and agree that:

- a) a non-refundable connection fee as per Fee Schedule Bylaw, Schedule "A" shall be charged when a utility service is restored or a change of customer is made on an account.
- b) the connection fee shall be paid on the date of the above application.
- c) I am responsible for the repair and maintenance and protection from freezing of any and all water pipes to and from the building to the property line.
- d) I am responsible to safeguard the water meter from damage including freezing.
- e) this contract is not transferable to any other person.
- f) the Village reserves the right to disconnect the utility services as stated in Bylaw #485/24, Enforcement.

Applicant

Accepted by the Village of Alix

SCHEDULE "B"

VILLAGE OF ALIX

GOVERNING THE ENFORCEMENT OF IMPOSED WATER RESTRICTIONS

The Levels of Water Restrictions are as follows:

- Level 1:** Restrict outside water use to even numbered addresses on even days of the month and odd numbered addresses on odd days of the month. In addition watering is limited to between 7:00 p.m. and Midnight.
- Level 2:** Restrict outside water use to even numbered addresses to Tuesdays and Saturdays only and odd numbered addresses to Wednesdays and Sundays only. Hand watering only, no sprinklers allowed. Watering is limited to between 7:00 p.m. and Midnight.
- Level 3:** Impose an all out ban on outside watering, stop the sale of bulk water, and notify Commercial and Industrial users to limit their water consumption until further notice.
- Level 4:** Continue the ban on outside watering, and the sale of bulk water water; impose a ban on water used by car washes, commercial and industrial users.
- Level 5:** All outdoor water use and non-essential indoor use of water is prohibited except for water used for Fire Fighting and in medical facilities.

ADMINISTRATION REPORT

Date: October 8, 2024
Memo To: Village Council
From: Michelle White
Subject: Alix Public Library 2025 Budget

RFD 24-48



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

Please note: The categories of wages, honorariums, mileage & hospitality have been redacted and combined in the attached proposed budget in compliance with FOIP legislation.

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

*"The Libraries Act (section 8) states that municipal library boards must prepare and submit their budget, along with an estimate of the money required during the ensuing fiscal year to operate and manage the municipal library, to municipal council before December 1. This estimate is known as **local appropriation**, and is the money provided to the library board from local taxes to deliver local public library services. It is the responsibility of council to approve, in whole or in part, the **estimate of local appropriation** requested by the library board. Council **does not** approve the library board's budget. If council is unable or unwilling to provide the requested estimate in full, the library board must make adjustments to their budget to reflect their funding situation."*

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

"that the Village of Alix Council hereby approves the estimate of local appropriation as made by the Alix Public Library Board for the 2025 fiscal year."

A handwritten signature in cursive script, appearing to read "Michelle White".

Author

ALIX PUBLIC LIBRARY

Line #	Income	Budget 2025
7	Grant - Village of Alix	5,800.00
8	Grant Province of Alberta	13,000.00
9	Grant - County of Lacombe	10,500.00
11	Grant - PRL	3,500.00
14	Grant - Canada Summer Jobs	3,500.00
16	Book Sales - History	50.00
16	Other book sales & lost books	150.00
17	Donations & fundraising	1,200.00
18	Fines & Fees	50.00
21	Sales, copies, printouts, rentals	200.00
23	Interest	500.00
24	transfer from savings	
25	Revenue from other Sources	
	Friends of the Library	
0	Total	38,450.00
	Expenses	Expenses
28	Wages, Salaries, Benefits	
29	Volunteer Honorarium	
32	Mileage/Hospitality STAFF)	
	Total Payroll Expense	30,200.00
34	Books outside of allotment	400.00
35	Subscriptions	200.00
36	AudioCine & AV materials	350.00
37	Software Licensing, Digital & Electronic	
39	Audit and / or financial review	200.00
40	Board Expense	
41	Equipment Rentals/Maintenance	
41	Repair and Maintenance	250.00
	Cash over/short	
42	Contracts for Services	
43	Legal fees, bank charges, accounting	1,600.00
44	Library Supplies	600.00
45	Dues & Memberships	50.00
46	Postage	50.00
47	Advertising	200.00
47	Program Expense	2,000.00
48	Stationery, printing & copier supplies	500.00
49	Telephone	350.00
50	Coffee Supplies	
50	Other materials & supplies	150.00
54	Janitorial supplies + Repairs/Maint	200.00
55	Security Alarm (utilities)	565.00
	GST Expense	450.00
51	Capital Expense	
	Total Expense	8,115.00
	Net Gain / Loss	135.00

Notes

} \$30,200 * BUDGET LINES ADDED TOGETHER/CONSOLIDATED FOR FOIP REASONS

ADMINISTRATION REPORT



Date: October 3, 2024 RFD 24-47
Memo To: Village Council
From: Chelsie Giesbrecht
Subject: Credit for Email Billing Recipients for Utility Bills

1. **PURPOSE** – For Council to determine if utility account holders should receive a credit on there monthly utility bills if they have chosen to receive a paperless copy of their bill by signing up for e-billing
2. **BACKGROUND** – In 2021 we started to offer our utility account holders the opportunity to switch to a paperless option and receive their utility bills by email. Since offering this option we have approximately 160 accounts that have chosen this option. Currently we still mail out approximately 320 paper copies.
3. **OPTIONS** –
 1. To leave utility bills as they are and not offer a credit for a paperless option.
 2. To offer a credit for a paperless option for those who have and would sign up.
4. **DISCUSSION** – Many companies, offer an incentive such as a credit to the account of those who go paperless and receive their bills or statements via email. This incentive is often given because the companies are saving on postage, paper, printing, and time. Right now, it costs the Village approximately \$1.30 in materials and postage to send paper copies of utility bills to account holders.
5. **FINANCIAL IMPLICATIONS** – The cost of crediting e-bill accounts would be offset by the lower expenses for postage, envelopes and paper etc.
6. **LEGAL** – If Council decided to go this route, a policy should be developed for clarity to account holders and staff on when and how to apply a credit.
7. **POLITICAL/PUBLIC IMPLICATIONS** – This would give incentive to those who have not signed up to receive e-bills to look at the benefit of going paperless by receiving a credit on their utility bills.
8. **OTHER COMMENTS** – Going paperless is only an option for receiving copies of the utility bills. It is not currently an option for tax assessments/notices.
9. **RECOMMENDATIONS** – Option #2. I recommend the following resolution:

“that the Village of Alix Council hereby direct administration develop a policy to provide a credit in the amount of \$___ to those who have or in the future will sign up to receive e-billing.”

Author



VILLAGE OF ALIX

Cheque Listing For Council

2024-Oct-10
8:46:28AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240545	2024-09-18	327241 ALBERTA LTD	1356	MONTHLY PATROLS AUG 2024	1,239.00	1,239.00
20240546	2024-09-18	ALIX HOME HARDWARE	151288 151301 151391 151402 151433 151459 151490 151523 151545 151555 151589	PARTS FOR TOILET RAILWAY HC CAMPGROUND INSECTICIDE CAMPGROUND SUPPLIES FIREHALL & CAMPGROUND SUP FIREHALL PROPANE CAMPGROUND SUPPLIES CAMPGROUND AND STREETS S SHOP, WATER & CAMPGROUND CAMPGROUND SUPPLIES SHOP INSECTICIDE SHOP & STREETS SUPPLIES	11.01 9.10 29.38 37.70 121.25 66.12 133.23 106.69 40.94 10.49 17.03	582.94
20240547	2024-09-18	CENTRAL LABS	2401358 2401375	MAIN LIFT STATION TESTING MAIN LIFT STATION TESTING	52.12 52.12	104.24
20240548	2024-09-18	DIAKONIA CONSTRUCTION LTD	267	CEMETERY MOWING	2,205.00	2,205.00
20240549	2024-09-18	ECA REVIEW	21583	AUC APPLICATION AD	280.51	280.51
20240550	2024-09-18	HWY 12/21 REGIONAL WATER SERVICES COMM	1333	AUGUST 2024 CONSUMPTION	19,078.98	19,078.98
20240551	2024-09-18	LACOMBE REGIONAL WASTE SVCS COMMISSIC	38063	THIRD QUARTER REQUISITION	13,568.75	13,568.75
20240552	2024-09-18	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2:	10977491	SHIPPING WATER METER PARTS	43.00	43.00
20240553	2024-09-18	MPE , A DIVISION OF ENGLOBE	4420-015-06-15	CELL 5 & CELL 6 LAGOON PROJ	3,443.96	3,443.96
20240554	2024-09-18	NU-EDGE CONSTRUCTION	18998	PROGRESS CLAIM #10 - HOLDB/361,390.04	361,390.04	361,390.04
20240555	2024-09-18	STETTLER AGRI-CENTRE	31160S	LAWN MOWER PARTS	62.99	62.99
20240556	2024-09-18	TAXervice	2422106	ROLL # 26800 PROFESSIONAL SI	236.25	236.25
20240557	2024-09-18	TOWN OF PENHOLD	42088	CENTRAL AB MAYOR & REEVES	150.00	150.00
20240558	2024-09-18	ZONE 3 BUSINESS SOLUTIONS INC.	164160	PHOTOCOPY CHARGES	119.99	119.99
20240559	2024-09-18	BROWNLEE LLP	565256 565663 568239	HR MATTER ARM1 HR MATTER ARM1 HR MATTER ARM1	2,386.76 3,614.63 1,464.75	7,466.14
20240560	2024-09-25	AIRFORCED DAYLIGHTING. LTD.	9010	HYDROVAC FOR NEW CROSSW	556.50	556.50
20240561	2024-09-25	BAGSHAW ELECTRIC LTD.	IC059093	PARTS FOR PUMPHOUSE	103.95	103.95
20240562	2024-09-25	BESUIJEN, JANICE	SEPT2024	COUNCIL EXPENSE CLAIM SEPT	1,046.79	1,046.79
20240563	2024-09-25	BESUIJEN, TIMOTHY W	SEPT2024	COUNCIL EXPENSE CLAIM SEPT	548.47	548.47
20240564	2024-09-25	CANADIAN PACIFIC RAILWAY CO	1000-001116120	CROSSING MAINT. SEPT 2024	731.00	731.00
20240565	2024-09-25	CENTRAL LABS	2401420	MAIN LIFT STATION TESTING	52.12	52.12
20240566	2024-09-25	CHEM INTERNATIONAL	115277	SANITARY CHEMICALS	1,800.75	1,800.75
20240567	2024-09-25	COLE, EDWIN	SEPT2024	COUNCIL EXPENSE CLAIM SEPT	544.12	544.12
20240568	2024-09-25	COUNTY OF LACOMBE LIFELONG LEARNING A	3357	SPRING & SUMMER GUIDE 2024	330.00	330.00
20240569	2024-09-25	CYBERUS PROTECTION SERVICES	202493	PATROLS FOR OCTOBER 2024	2,861.58	2,861.58
20240570	2024-09-25	FEHR, ROBERT LEE	SEPT2024	COUNCIL EXPENSE CLAIM SEPT	1,099.39	1,099.39
20240571	2024-09-25	GILLIAT, BARBARA JEAN	SEPT2024	COUNCIL EXPENSE CLAIM SEPT	1,239.39	1,239.39
20240572	2024-09-25	GREGG DISTRIBUTORS CO LTD	000-961684	PUBLIC WORKS SUPPLIES	49.63	49.63
20240573	2024-09-25	LOCAL AUTHORITIES PENSION PLAN	SEPT2024	CONTRIBUTIONS SEPT 2024	5,508.41	5,508.41
20240574	2024-09-25	RSP Contribution	SEPT2024	RSP SEPT 2024	257.13	257.13
20240575	2024-09-25	OK TIRE & AUTO LACOMBE	122059	SERVICE FOR 2011 SILVERADO	1,563.87	1,563.87
20240576	2024-09-25	PRINT AND CHEQUES NOW INC.	LB404765	BLANK CHEQUES FOR ACCOUN	202.65	202.65



VILLAGE OF ALIX

Cheque Listing For Council

2024-Oct-10
8:46:28AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240577	2024-10-02	ACCU-FLO METER SERVICE LTD	115723 1512	5/8" ECODER R900I REGISTRARS CREDIT FOR PRORATED STOCK	6,804.00 (4,435.20)	2,368.80
20240578	2024-10-02	ALIX MIRROR WELLNESS SUPPORTS SOCIETY	OCT2024	FCSS 2ND ALLOCATION	11,600.00	11,600.00
20240579	2024-10-02	AMSC INSURANCE SERVICES LTD.	OCT2024	PREMIUMS FOR OCT 2024	4,838.21	4,838.21
20240580	2024-10-02	BAGSHAW ELECTRIC LTD.	IC059231	ARENA EMERGENCY LIGHT	124.39	124.39
20240581	2024-10-02	CANOE PROCUREMENT GROUP OF CANADA	AB230515 AB230541 AB230844 AB231031 AB232282	OFFICE SUPPLIES OFFICE SUPPLIES HAND SOAP OFFICE STAMP OFFICE SUPPLIES	803.58 115.49 31.46 17.84 45.37	1,013.74
20240582	2024-10-02	EDGE MARKETING & DESIGN INC.	9820	GOOGLE ANYLITICS ACCESS	57.75	57.75
20240583	2024-10-02	KAL TIRE	647261906	LAWN MOWER TIRE	114.79	114.79
20240584	2024-10-02	LOOMIS EXPRESS, A DIV OF TFI TRANSPORT 2	11027883 11044278 11069851	WATER METER PARTS SHIPPING WATER METER PARTS SHIPPING WATER METER PARTS	62.88 48.97 56.34	168.19
20240585	2024-10-02	MCES INC	0854	SECURITY CAMERAS SERVICIN	3,296.13	3,296.13
20240586	2024-10-02	PARKLAND REGIONAL LIBRARY SYSTEMS	240004	4TH QTR REQUISITION PAYMENT	2,012.13	2,012.13
20240587	2024-10-02	TAGISH ENGINEERING	20614	LAKEVIEW LIFTSTATION PROJE	2,777.23	2,777.23
20240588	2024-10-02	URBAN DIRTWORKS INC.	4757	PROGRESS #5 LAKEVIEW LIFTS	111,595.18	111,595.18
20240589	2024-10-02	WILD ROSE ASSESSMENT SERVICES	9533	PROGRESS PAYMENT OCT 2024	1,319.50	1,319.50
20240590	2024-10-02	WOLF CREEK PUBLIC SHOOLS	101	ANNUAL RENEWAL FOR SIGN IN	100.00	100.00

Total 569,853.58

*** End of Report ***

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
August 31, 2024**

SERVUS CREDIT UNION

	CHEQUING	CHEQUING (2)	INVESTMENTS (1)
Balance from Bank Statement:	2,644,568.25	11,507.92	0.00
Plus: Deposits in Transit	7,395.49		
Less: Outstanding Cheques	(116,199.55)		
Reconciled Bank Balance:	<u>2,535,764.19</u>	<u>11,507.92</u>	<u>0.00</u>
31-Aug-24 GL balance 3-120	<u>2,535,764.19</u>		
31-Aug-24 GL balance 3-121		<u>11,507.92</u>	
31-Aug-24 GL balance 3-300			<u>-</u>
Variance:	-	-	

THIS STATEMENT SUBMITTED TO COUNCIL THIS 16TH DAY OF OCTOBER, 2024

Lacombe Regional Waste Services Commission
Regular Board Meeting
August 21st.2024

Meeting called to order at 1:17 pm by Vice Chair D. Kreil

Waste Haul Summaries – a bit below average but nothing concerning.

Budget Report

Dry Rubble numbers are down a bit, but investment income is up 237.13%

Hazardous Waste Collection

LRWSC has been collecting household hazardous waste and paying for processing and transportation for years. We do not collect commercial hazardous waste this is referred to Clean Harbors. With the new extended producer responsibility program taking effect there will be changes occurring in the current program. Under the new guidelines there are limits being placed what will be covered by the program. There are 5 types of materials each having size, type and volume restrictions.

- 1 Batteries
- 2 Corrosive Products
- 3 Flammable Products
- 4 Pesticides
- 5 Toxic Products.

After the initial meetings with Product Care it seems 65-70% of products will be covered by the EPR program. LRWSC estimates it will cost \$10,000 per year to continue receiving products not covered.

Motion passed to continue to accept HHW and HSP products and fund the recycling costs.

Diversions Credits

Each community receives diversionary credits for collecting and diverting recyclable material from the waste stream system. With the new EPR program the LRWSC members will no longer be paying to divert these materials, as such LRWSC will no longer have to issue diversionary credits.

Motion passed to approve the discontinuation of issuing Diversionary Credits as of April 1, 2024

Managers Report

One of our Tri Drive trailers has been completed so an old one will be sent to the County for refurbishment. It was decided at an earlier meeting to buy a new trailer and refurbish one.

Compost Facility

All surveys have been completed, awaiting a decision from Alberta Public Lands.

Seasonal RV Leased Lots

A two-year agreement has been signed with the County of Lacombe to collect a Waste Disposal Fee from seasonal leased RV lots within the Lacombe County.

BDO Audit/Asset Retirement Obligation

WE are still gathering information on whether we are going to comply with the new accounting standards. BDO wants and additional \$10,000 for this year's audit plus and additional \$10,000 for the ARO (which they failed to complete this year)

2025 Tri Drive Purchase

A 20025 Kenworth T880 with a roll off deck built by Fort Fabrication has been ordered. Total cost \$365,000. Delivery should be mid January 2025

ARMA Used Oil Materials Support Grant

We have applied for a grant to cost match the purchase of an above ground Waste Oil Tank. Tank will cost about \$7,000; it will be a 2500L tank for public drop off of used oil.

Household Hazardous Waste Roundup

Alix Sept. 21st

Bentley October 5th

Eckville October 19th

Wood Recycling

The wood waste pile was chipped and hauled for recycling at a cost of \$10,980

Meeting Adjourned at 2:15 pm

PCPS Board Meeting
September 9, 2024
Councillor Janice Besuijen

Directors Report

Ken Woitt provided the board with an update of activities since the last meeting.

- a) PCPS's mapping plotter has been showing signs of decline. A new plotter needs to be added to the 2025-26 Capital Budget, cost is estimated at \$3000-5000
- b) Beth has accepted a position with Red Deer County. Beth will be available for contract projects or workload needs for the short term and then re-evaluate that position in the new year.
- c) New project streams include doing Strategic Plans for member Councils in 2024, annexation assistance in Bentley, asset management in Ponoka and Parks and Recreation Master Plans for Bentley and Gull Lake to increase project revenues.

Financial Update to July 31, 2024

Ken Woitt reviewed the financial statements with the board. Overall, there is a deficit of \$48,176.73.

Future Prospects and Projections

Dionne noted that as per the projections there are no remaining reserves.

Parkland Regional Library Board
Regular Meeting - ZOOM
September 12, 2024

Meeting was called to order at 10:00 am

Budget

Director Shepard presented the Budget highlights. Increases due to reduction in population of the region caused by the return to Municipal Affairs population numbers. Another increase is the implementation of the new 9 step payroll grid.

Budget was passed.

PRLS Plan of Service (Strategic Plan)

The Alberta Government has amended some of the library legislation which now allows libraries to update their Plan of Service every 5 years instead of every 3 years.

Board Meeting Management Working Group

The working group put in place a document on what to do in the event of a board member needing to be reprimanded for poor behaviour. It was decided nothing was needed on meeting management as it will be up to the Chair to run the meeting as they see fit. A survey was designed to get a feel for how the Board as a whole is working.

LAA Membership

A review of the decision to cancel the PRL membership to the Library Administrators Association. In the past the membership brought discounts for the yearly library conference in Jasper. As the conference was discontinued during COVID there are no real benefits. PRL was also displeased with a press release issued by LAA criticizing the UCP for a policy on parental rights that has not even been discussed. PRL maintains a non-political stance.

Motion to reinstate the membership was defeated.

Policy Revision

It was decided to allow Director Shepard to access up to \$15,000 for legal fees without Board approval. Legal fees have been on the rise the past few years and sometimes time is of the essence. Motion approved.

2025 Meeting Dates

It was decided that the meetings will continue to be held by ZOOM for 2025.

Adjourned at 11:58 am

Red Deer River Municipal User Group Association

September 19th, 2024

Councilor Tim Besuijen

For more information see the RDRMUG web page rdrmug.ca

1. Regular Meeting
 - a. Review of Agenda and minutes from previous meeting and adopted.
2.
 - a. Financial Statement
 - i. Review financial statements to May 16th, 2024
3. Discussion
 - a. Strategic Steps – Ian McCormick
 - i. Reviewed the strategy document (attached) from our strategic planning sessions in July. Next steps will be to prioritize actions and there will be a time slot booked at the beginning of each regular meeting to work on those items.
 - ii. Motioned and approved to hold 1 hour sessions for strategic planning items prior to regular meeting.
 - b. Environment and Protected Areas
 - i. There is an RFP out for with respect to the feasibility study for the proposed Ardley, at the time of this writing the RFP has closed.
 - c. Round table of attendees
4. Next meeting will be July 18th, 2024, in Drumheller

Regards,



Tim Besuijen

Priorities

RDRMUG identified 26 goals within five 'areas of concern' when it created its 2021 *Looking Back – Moving Forward* plan. To achieve each of the goals, the Board of Directors must provide direction to management about where to spend limited resources in a way that can best achieve the vision of the Group.

The list of tactics below identifies some of the Board's suggestions to Management about how the goals might be acted upon. Each of the tactics is assigned a relative priority for 2025.

Within the full list of strategic goals, the Board of RDRMUG has created a subset of four 'high priority tactics that support some of the goals. The items on this list reflect the priorities that the Board saw as both important and timely for the coming year.

- The high priority tactics (H) for 2025 are highlighted in blue.
- Medium priority tactics (M) are highlighted in green.
- All other tactics are low priority tactics (L) for 2025.

It is expected that the high priority tactic list will change over time as some high priority items near completion and new priorities emerge.

Bucket 1: Investing in Infrastructure and our Environment

Priority	Tactic	Desired Result
H	Work to increase water storage within the Red Deer River (RDR) basin.	<ul style="list-style-type: none">• Effective advocacy results in a provincial commitment to the Ardley Dam.
M	Advocate to the Government of Alberta (GoA) to make the case for a provincial role in municipal water infrastructure sustainability.	<ul style="list-style-type: none">• Adequate provincial dollars are provided to support municipal water infrastructure upgrades.
M	Encourage water conservation efforts by RDRMUG Members.	<ul style="list-style-type: none">• Reduced per capita water use and consumption by Members.

Bucket 2: Strengthening our Economy

Priority	Tactic	Desired Result
H	Engage with GoA to collaborate to produce a long-term RDR basin water management plan.	<ul style="list-style-type: none"> There are sufficient RDR water allocations to support long-term population growth in the basin.
M	Work with Members to build a medium-term water-dependent economic growth plan.	<ul style="list-style-type: none"> Water quantity and quality is sufficient to support economic sustainability growth among Members.

Bucket 3: Effective Leadership and Engagement

Priority	Tactic	Desired Result
H	Illustrate value in RDRMUG membership.	<ul style="list-style-type: none"> 100% of potential Members join RDRMUG.
H	Provide regular, timely, and valuable information to Members, non-members, and the public.	<ul style="list-style-type: none"> All Members support and advocate for RDRMUG key messages. RDRMUG is known for providing trusted high-quality information about the RDR watershed.
M	Consider re-branding RDRMUG, including name, visual imaging, messaging.	<ul style="list-style-type: none"> Members, non-members, and the public know, understand, and appreciate what RDRMUG does.
M	Engage with the RDRWA to develop an understanding for each other's roles within the watershed.	<ul style="list-style-type: none"> Mutual understanding of common expectations about impact on RDR water quality. No overlaps and wasted effort between the two groups.
M	The RDRMUG website is overhauled, and all key documentation is publicly available.	<ul style="list-style-type: none"> The RDRMUG website becomes a useful tool for Members, non-members, and the public. Information of interest to the public is provided on the Group's website.

Priority	Tactic	Desired Result
M	Review all RDRMUG bylaws and policies before the end of the 2021-2025 municipal term.	<ul style="list-style-type: none"> All governance documents (vision, mission, plans, bylaws, policies) are current and accurate.

These tables comprise the high and medium priority tactics for the coming year. The list that follows comprises all of the goals for RDRMUG. Some of these goals have tactics identified in the list above, while many of the goals did not have high-priority tactics assigned.

This does not mean the goals or tactics are not important; merely that they are lower on the list of relative importance and timeliness. It is likely that some of the lower priority goals and tactics may elevate in coming years as capacity is freed up, the environment shifts, and existing tactics get completed.

RDRMUG is committed to reviewing and revising its list of priorities as part of its annual budget setting exercise.

Bucket 1: Investing in Infrastructure and our Environment

- Ensure sufficient water allocations for 25 years of growth in the RDR basin
- Minimize water loss in member municipalities
- Upgrade water infrastructure in the RDR basin
- Work to increase water storage within the Red Deer River Basin

Bucket 2: Strengthening our Economy

- Mitigate uncertain climate impacts on municipal water availability and quality
- Support economic growth in Member municipalities

Bucket 3: Effective Leadership and Engagement

- Build strength through partnerships
- Communicate and engage effectively with Members, non-members, and the public
- Define the role of RDRMUG in addressing water quality issues
- Ensure all RDRMUG bylaws and policies are current
- Grow RDRMUG membership
- Increase resources available to support RDRMUG growth
- Rebrand RDRMUG

Strategic Thinking

The list of topics below may benefit from some focused strategic thinking. Aside from the priorities for 2025, several issues that require additional thought were identified through the course of the day.

These topics are important for the Group, its Members, and others, but they are not easily solved. In some cases, these are not even 'RDRMUG' issues *per se*, but the Group may need to deal with some aspects of them.

Listed alphabetically below are the issues and topics that could benefit from strategic thought:

Topic	Possible RDRMUG Action
Diversity with an emphasis on Indigenous relationships	<ul style="list-style-type: none"> ▪ Focusing on the Truth and Reconciliation Commission's Calls to Action that are under the purview of local government – and therefore RDRMUG's Members.
Economic development	<ul style="list-style-type: none"> ▪ Attraction of agricultural, commercial, and industrial development is a way to balance the region and Members' tax structure so it is not heavily weighted to residences that don't pay enough in taxes to cover the cost of the services they use.
Election 2025	<ul style="list-style-type: none"> ▪ Candidates will begin to test the water for the October 2025 election soon. RDRMUG may choose to provide education for candidates prior to the election.
Members' infrastructure maintenance and replacement	<ul style="list-style-type: none"> ▪ Thorough asset management planning is required. ▪ Advocacy in the form of grants from other orders of government may be sought. ▪ Reserves are a tool to build up funds for asset maintenance or replacement.
Reacting to Government of Alberta policy changes	<ul style="list-style-type: none"> ▪ RDRMUG can work through its member Councils, MLAs, regional partners, and various associations to advocate for policy positions that are to the benefit of the Group.
RDRMUG staffing	<ul style="list-style-type: none"> ▪ Surveying associations and municipal governments to determine how RDRMUG might attract and retain staff should the organization choose to grow.

Mayor's Caucus Meeting

Met with Mayor's from around Central Alberta on September 19, 2024 to discuss topics affecting our individual municipalities.

- The AB Muni rep from Villages West came to discuss what has been happening on the board. She informed us the RCMP contract will be renewed in March 2025 for 1 year. No news if the UCP is still looking at a APP force.
- Municipalities will likely be asked to pay for RCMP body cams. UCP has apparently suggested that cost will be offloaded to all municipalities. Unconfirmed at this time.
- AB Munies are discussing Wildfire strategies with the UCP. Attempting to engage CN and CP in the process, but they won't respond.
- Municipal Affairs is considering having municipalities create and submit a Asset Management Plan to the province. No confirmation as of yet.

Rob Fehr



Village of Alix

Alix Public Library

Regular Meeting

September 24th, 2024

The meeting was called to order at 6:00 pm by Vice Chair B. Gilliat

Financial Report

A. Gauthier presented a financial report. We have not received our Provincial Grant yet as there was missing paperwork. T.Fehr stated that she received an email that day saying that things looked in order and the grant should be forthcoming.

Managers Report

The summer was fairly busy with an average of 307 visits per month.

Alix Days was a huge success. 160 goodie bags were given out. There were so many activities and people that it was hard to get an accurate head count. Many people commented that this was a much better event than the previous Canada Day Celebrations. It was decided that we will inform the Village Office that we will no longer be organizing any Canada Celebrations but will continue to provide events for Alix Days.

There were 5 programs over the summer. There will be a fall/Halloween activity this fall.

Other Reports

B. Gilliat and C. Sydor reported on their attendance at the Parkland Regional Day long symposium they attended September 23rd. There was an interesting guest speaker and sessions throughout the day.

Friends of the Library reported they still have not received the money from the Casino they worked. V. Peterson stated that the Friends are without funds but need money to pay for bank statements to get their books in order.

New Business

C. Sydor suggested we have a Readathon as a fundraiser.

Next Meeting October 29th. 2024 6:00 pm

ALBERTA OMBUDSMAN

September 25, AM Conference

There were several officials from the Ombudsman's office.

POLICY

Policy should be

- well documented
- transparent
- give reasons
- give time lines
- explain review or appeal procedures

SOCIAL MEDIA COMPLAINTS

- remember differences between for example the over 40 traditional conservative Albertans and new Canadian minorities

-remember regardless of how often an issue has been raised this might be the first time a person is engaging

DISRESPECTFUL COMMENTS FROM PUBLIC

-have rules, post them, follow them

E.W. (ED) Cole CD
Village Councillor

COMMUNICATING IN TIMES OF TROUBLE

September 25, AM Conference

There were three speakers each with unique perspectives, Mayor Larry Liebelt (Milk River), Mayor Richard Ireland (Jasper) and Mayor Jon Kramer (Westlock)

MAYOR LIEBELT

Mayor Liebelt spoke of the trials and tribulations of their water pipeline failure, Milk River is somewhat unique in that their water is piped from the United States.

He spoke of always providing accurate and consistent information to the electorate, and to be proactive. He also emphasized using a Disaster Emergency Notification System.

MAYOR RICHARD IRELAND

Mayor spoke of the Jasper wildfires which as you know received national media coverage.

Every crisis is unique and the public needs to hear the Mayors voice.

Jasper is unique in that as it is within a National Park, and incident command lies with Parks Canada.

An interesting aspect was Mayor Ireland advised to put out bad and or hard news in the morning, and inspirational and uplifting news in the evening. This gives the electorate a positive attitude when going to bed.

MAYOR JON KRAMER

Mayor Kramer spoke of the challenges of the pride sidewalk in Westlock.

He stated to listen to both sides as this is a very polarizing topic, and to follow applicable legislation (bylaws etc) to the letter.

E.W. (ED) Cole CD
Village Councillor

FOSTERING A CULTURE OF RESPECT COUNCIL AND CAO

September 26, AM Conference

PRE-ELECTION

-host information and create content about CAO and Council

POST ELECTION

- create a toll kit for council
- host training on
 - How to run a meeting
 - Social media for elected officials
 - Refresher training at mid point of term
 - Create a video for municipalities to educate new staff

CAO COUNCIL COVENANT

I forwarded a CAO Council Covenant that the municipality of Cardston utilizes which lays out what council and the CAO with do

CAO

Allow the CAO to do succession planning for staff.

HEALTHY RELATIONSHIP

- ensure when hiring that CAO is the right fit
- CAO is the conduit, CAO is to implement councils vision

EXAMPLES OF UNHEALTHY CAO/COUNCIL RELATIONSHIP

- disrespect
- uncivil
- not doing a proper orientation
- being unprofessional
- disregarding Request for Decisions
- not liking speaking against publicly council or CAO

E.W. (ED) Cole CD
Village Councillor



Town of Cardston

Council – Chief Administrative Officer (CAO) Covenant

We, as members of Council, will:

- *carry out our responsibilities as set out in the applicable legislation to the best of our abilities;*
- *make decisions which we believe to be in the best interests of the citizens of our town;*
- *review the background information and advice made available to us by the administration prior to rendering a decision;*
- *seek further input when we are unsure of the issues or uncertain as to the preferred course of action;*
- *refer any complaints, either written or verbal, about the decisions of Council or the actions of administration, to the CAO for review, comment and follow-up (as appropriate);*
- *refrain from making any commitments on behalf of Council to individual citizens or groups other than to take the request up with the Council or CAO and to respond appropriately;*
- *seek to participate actively in the decision-making process;*
- *refrain from any public or private criticism of our administration;*
- *act as good stewards of the Town and as public servants of our citizens through ethical conduct;*
- *provide effective leadership through guiding the corporation and the Town through annual or longer term goals and priorities, through the budget approval process and by agreeing to reasonable policies which reflect, in our views, the best interest of a majority of our citizens;*
- *ensure that we formally evaluate the performance of the CAO at least once annually and involve the CAO in this process so as to ensure a full understanding of the Council’s candid assessment.*

Signatures:

Mayor _____

Councillor _____

Councillor _____

Councillor _____

Councillor _____

Councillor _____

Councillor _____

Date: _____

I, the Chief Administrative Officer (CAO), will:

- *conduct myself as your chief policy advisor in an honest and ethical manner;*
- *ensure that the Mayor and Councillors are accorded respect in all of my personal and public comments;*
- *provide advice (on all issues) which is professionally sound, ethical, legal and in accordance to the policies and objectives of Council;*
- *guide the actions of the administration so that they are in accordance with the policies and objectives of Council;*
- *act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Council of the Town;*
- *forward any complaints or concerns of Council to the appropriate department and individual so that reasonable and prompt follow-up is assured;*
- *ensure that Council is made aware of the full picture with regard to each issue at least to the extent that the administration is aware of such information and ensure that Council has access to the reasonable decision options as well as my recommendation as your CAO;*
- *seek to ensure that Council is aware of any key issues as they arise and thus avoid the problems associated with surprises;*
- *maintain a current understanding of the applicable legislation as well as relevant programs, policies and initiatives of the Provincial and Federal governments;*
- *admit to any mistakes of substance made by myself or my staff and take corrective action;*
- *listen carefully to the concerns of Council vis-à-vis my performance and seek to improve any deficiencies on an ongoing basis;*
- *ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems or decision points.*

Signature:

CAO: _____

Date: _____

ABMunis
Red Deer September 2024
Mayor Tim Besuijen

Purpose: Provide information on the annual AB Munis conference, education sessions, annual general meeting, and speaker sessions.

Conference overview:

Annual conference was held in Red Deer and included the following activities:

1. Education Sessions (details following)
2. Annual General Meeting
3. Resolution sessions that have delegate vote on items that the ABMunis will bring forward to Provincial Government to action
4. Government official address to the convention attendees and Q&A
5. Trade show
6. Networking events

Education Sessions attended:

1. Innovation in Conversation

- 1.1. Discussion on the town of Stirling's efforts to encourage and improve on community events.
- 1.2. Struck a events committee to plan community events
- 1.3. Passed a bylaw (524-22) to allow individuals and council to work together. This gave the ability to have council sit on committees and provide administrative help to community members and facilitate planning and carrying out events.

2. Intermunicipal Collaboration

- 2.1. This session provided a history of the healing of the relationship between the City of Red Deer and the County of Red Deer. Highlighted the importance of communication and development a framework for each community to understand their needs, the other communities needs and how to effectively work to a common solution.

3. Water Conservation Committee

- 3.1. Overview of ABmunis' refreshed water conservation policy
 - 3.1.1. Commission provided a review of priorities, including updated targets for per capita water usage.
 - 3.1.1.1. Current is 195 L/c/d, new target is 175 l/c/d this is for residential users.
- 3.2. Review strategies that various communities, including First Nations and municipalities, have adopted to conserve water in light of different climates and aging infrastructure.
- 3.3. Water Audit, discussion on effective ways to audit water to better identify losses and finding losses.

4. Trade show

- 4.1. The conference provided numerous vendors with booths to demonstrate their goods or services and opportunities to network.

Regards,

Tim Besuijen

Tim Besuijen

AB Munis Convention and Trade Show

September 25-27, 2024

Session notes

Councillor Janice Besuijen

Fostering a Culture of Respect in Council Chambers, Social Media, and Beyond

There is an increased need for communities to have a strong online presence to keep our communities engaged as well as managing unhappy residents spreading misinformation.

Some key takeaways were;

- Have clear consistent guidelines for online engagement around language, threats or personal attacks for all municipal employees. As soon as the conversation becomes a personal attack, it is ended.
- In situations where there is a community member that is persistently critical or frequently spreads misinformation, focus on addressing their posts by providing accurate information to others reading the thread, rather than engaging directly with them.
- Female council members are significantly more likely to be personally attacked on social media

The Council-CAO Relationship: Ensuring Effective Governance Through Respect and Collaboration

This session discussed the importance of a healthy working relationship between a council and CAO. The panel discussed some indications that the relationship is unhealthy such as council dismissing RFD's and strategic advice provided by the CAO. One useful tool that came out of this session was a CAO-Council Covenant used by the CAO of Cardston. The panel all spoke about the importance of regular, purposeful evaluations.

Making the Case: Enhancing Mental Health Supports for Municipal Officials

This session walked us through the Alberta Municipal Health and Safety Association (AMHSA) and the resources currently available to help support municipal employees. Most of the session seemed to be information gathering for AMHSA to assess what supports are currently needed in communities.

Alberta Municipalities Conference Sept. 25-27th

Councillor Barb Gilliat

Session 1

Fostering a Culture of Respect in Council Chambers, Social Media and Beyond

This session discussed the growing trend of abuse on social media directed at councillors and other public figures. Andrew Knack a councillor for the city of Edmonton shared some of his experiences with abusive comments on his social media. He said he always responds to negative posts, not so much to answer the abuse but to inform his other followers. Mr. Knack stated that although he receives negative posts, he finds that female and councillors of colour tend to receive even more.

This trend of abuse has also made people shy away from running for office as they don't want to be subjected such disrespect. The mayor of Nanton also shared her thoughts and experiences on social media.

Also at the session were people from the Alberta Ombudsmen Office offering advice on how to direct people that have a habit of questioning Councils decisions.

It was an interesting session although kind of depressing when you hear what some elected officials are going through.

Session 2

A Collaboration Carol: The Red Deer Story

This session was held by the City of Red Deer and Red Deer County and discussed how they repaired the broken relationship between the two Municipalities and improved their intermunicipal collaboration. Basically, the two parties opened communications and mutually benefitted from the co-operation that resulted.

Session 3

Making the Case: Enhancing Mental Health Supports for Municipal Officials

This session was put on by Alberta Municipal Health and Safety Association (AMHSA), which is funded by AB Muni. Polls were taken asking the audience how they felt regarding the negativity they can encounter being in office. Many were more worried for their family than themselves. The speaker gave an overview of some of the programs that AMHSA has that may help anyone feeling overwhelmed. A lot of the session was promoting AMHSA.

On January 24, 2023, Clearwater County Council passed a resolution to request the Association of Alberta Community Peace Officers to facilitate a study regarding the hazards and risks faced by Community Peace Officers while in the execution of their duty, with the current equipment and tools available to them. Information was provided from employers across Alberta and an accredited contractor was solicited to provide the review. Chris Butler with Raptor Protection & Safety Services was contracted. Mr. Butler is a court recognized expert in the field of officer safety.

This study and report are now complete, therefore we are inviting Authorized Employers and other specified key stakeholders to attend an in person session to review and discuss the study with Mr. Butler on November 27, 2024. This invitation is extended only to CAOs & Directors with signing authority for the municipality or Authorized Employer. Representatives from the GOA, OH&S, Police, Law and Insurance firms have also been invited to address any questions.

Please RSVP to attend this closed session.

Alberta Community Peace Officer: Law Enforcement Duty Risk Assessment & Mitigation Report



**November 27, 2024 at 1:00pm
Lacombe Memorial Centre
Please RSVP by November 18 to:
Vice-President@aacpo.ca**

Dear Alix Village Council,

I hope this message finds you well. I'm reaching out on behalf of Enhance Energy to extend a join us at our upcoming roadshow focused on our Carbon Capture and Storage (CCS) Origins Project and Enhance Energy's Carbon Capture, Utilization and Storage (CCUS) projects.

Our aim is to provide valuable insights and information to community members regarding our Origins Project, as well as to facilitate discussions about CCS and CCUS.

We are hosting two roadshows in Lacombe County. One is on November 12, 5:00-7:00pm at Clive Hall, and the second session is on November 13, 12:00-2:00pm at Haynes Hall. Enhance Energy would love to invite you and a guest to visit us. Our team will be present and we will provide refreshments, interactive exhibits, and a prize content.

Space are limited, so please confirm your presence by November 7 for Session 1 at Clive Hall and Session 2 at Haynes Hall. For more information, please review the attached invitation.

For questions and comments please email community@enhanceenergy.com.

Warmly,

Gillian Hynes

Director, People and Community

Enhance Energy

Learn more about CCUS in Central Alberta!

Enhance Energy Roadshow

At Enhance Energy, we develop world-class, efficient and trusted CCUS projects that decarbonize global commodities and the energy we produce.

We want to talk with your community about the work we do, and also share news about our newest planned permanent storage (CCS) project, Origins.

We have two sessions scheduled in November. Drop in anytime, bring yourself and a guest, and join us for conversations, exhibits, refreshments and prize contests! More details, including RSVP links, are below. If you have any questions, reach out to us at the contact info below.

SESSION 1: November 12, 5:00-7:00pm, Clive Hall, [please RSVP here](#)

SESSION 2: November 13, 12:00-2:00pm, Haynes Hall, [please RSVP here](#)

CONTACT: community@enhanceenergy.com, 403-987-0202 or your Enhance Energy contact.



September 30, 2024

Ms. Michelle White
Chief Administrative Officer
Village of Alix
Box 87
4849 50 Street
Alix, AB T0C 0B0

Dear Michelle:

**Re: Resolution Regarding Alberta Community Partnership Grant Application for the
for the Purpose of Creating Village of Alix Infrastructure Master Plan.**

Please find attached the signed and sealed resolution pertaining to Lacombe County's participation in the Alberta Community Partnership Grant Application for the Development of an Infrastructure Master Plan for the Village of Alix.

We look forward to working with you on this project.

If clarification is required, please contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Timmons", written over a horizontal line.

TIM TIMMONS, CLGM
County Manager
Lacombe County

/jp

2024 Giving Campaign

Online Facebook Auction for a Cause

WINTER escapes

NOVEMBER

12-18

7 DAYS!
ONLINE ONLY

Are you interested in donating an auction item
or a monetary donation towards a package
for our upcoming online auction?

**We are looking for: Services, Gift Certificates, Experiences.
Something to help keep your spirits up in the cold months!**

(For example- spa package, ski passes, sporting events,
bowling passes, dinner + movie, etc.)

Proceeds support programs for all ages.
To be a part of this fundraiser,
get in touch by November 4.

403-588-5199

QUARTERLY NEWSLETTER

ALIX BRIEFS

Volunteer Highlights

Alix Mirror Wellness Supports Society and Bashaw and District Support Services wish to thank our valuable volunteers for supporting us with fundraising shifts, during a busy season at major events this past summer. We Can't Say it Enough... Thank You!

Event:	# of Volunteers:	# of Shifts:
Ponoka Stampede	46	85
Big Valley Jamboree	25	48
World Chuckwagon Finals	23	50

... We also recognize the dedication of those who give their time to continuously support our efforts & offerings ...

of Volunteers:

Meals on Wheels: 6, Youth: 5, Program and Events: 10, Board: 6, Meat Draw: 8

ONLINE FACEBOOK AUCTION - FOR A CAUSE

Are you interested in donating an auction item or a monetary donation towards a package, for the upcoming online auction? November 12-18, 2024.

We are looking for:

Services, Gift Certificates, Experiences.

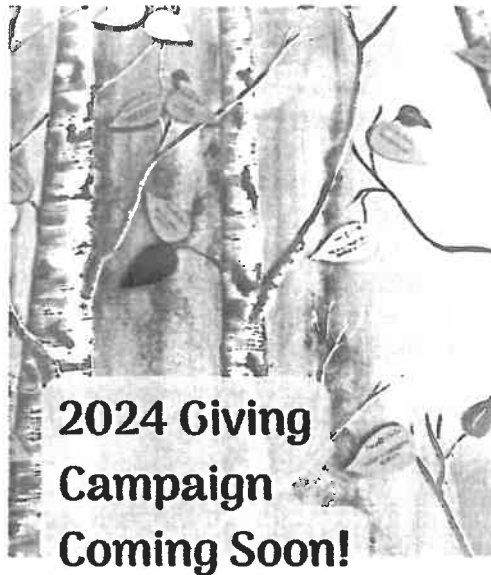
(For example- spa package, ski passes, sporting events, bowling passes, dinner + movie, etc.)

Something to help keep your spirits up in the cold months!

Proceeds support programs for all ages. To be a part of this fundraiser, get in touch by November 4. Contact Jill, 403-588-5199.

We Rely on Your Support...

This time of year we look forward to our annual giving campaign, an opportunity to give back to your community through individual/ corporate donations or participating in the 50/50 raffle, online auction and pop-up events. Follow along as we work towards our goal, from October to December. Watch for more details and plan to join in the fun, all in support of what we do!



Services Available

- Information & Referral
- Resource Navigation
- Family Wellness
- Alix Food Bank
- Meals on Wheels
- Community Services
- Adult Learning
- Volunteer Services
- Wise Owls

NAV CORNER Did you know?

- Alcoholics Anonymous (AA) Meetings are hosted in Alix on Sundays, 7PM, at the Alix & District Drop In Center (4908 50 St.) No registration.

Save the Date: Sunday, Jan 26 2025 Health & Wellness Fair

Let us know if you have a service/product you would like to share with Alix and Area. NO table fee!

Contact Jill, 403-588-5199.

@AlixandAreaCommunity
ResourceCentre
www.alixcrc.com



Bay 1 & 2, 5008 50 Ave
Alix, AB

For complete details on all upcoming events and programs visit online or contact us.
403-396-3369 alixmirrorwellness@gmail.com



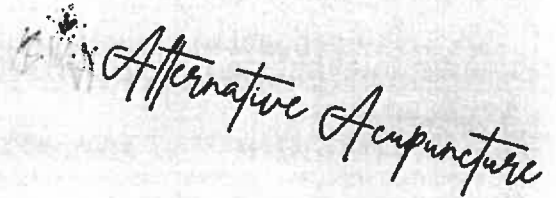
Lacey Dee's Holistic Health- In Alix Monthly (Thursday)
Contact Lacey Malowski- Holistic Registered Nurse
Alternative & holistic health services to help you uncover the root cause of your illness. Detox foot baths, microcurrent therapy, holistic nutrition, vitamin infusions/injections, food intolerance testing. 587-317-4748
Book online: <https://lacey-dees-holistic-health.square.site/>

The Wellness House- In Alix Alternating Mondays
Contact Cally Erickson- Registered Provisional Psychologist
For children, youth, families, adults and couples. Focus on trauma and EMDR. Services billable to health insurance. Call/ Text: 403-741-7155
or Email: thewellnesshouse.cs@gmail.com



PrairieLand Psychology- In Alix Alternating Wednesdays
Contact Jessica Harvey- Registered Provisional Psychologist
Primary modalities used are Acceptance and Commitment Therapy, Existential Therapy, Solution-Focused, and Emotion-Focused.
For adults, kids, teens, couples, families. Services billable to health insurance. 780-691-7962 Book online: prairielandpsychology.janeapp.com

Alternative Acupuncture- In Alix Monthly (Tuesday)
Contact Lisa Cardinal- Doctor of Acupuncture
Revitalize your health, naturally & holistically & boost your wellbeing with acupuncture services.
Direct billing to health insurance.
587-930-7999 Book online: alternativeacupuncture.ca



Henna Rose Massage and Aesthetics- In Alix Every Thursday
Contact Melissa Perez- Registered Massage Therapist
Services include massage, reiki, cupping and foot reflexology.
Direct billing to health insurance. 403-789-0111
Book online: <https://hennarose.com/>

Stettler Medi-Aesthetics- In Alix Every Wednesday
Contact Alicia Kneeland-Teasdale/ Cindy Tschirren- Facial/Skin Services
Providing Medical grade skincare, nail care, footcare, electrolysis & hair removal and esthetic services that increase your confidence and wellbeing. Injections and PMU services on select dates. 403-743-0500
Book online: <https://www.stettlermedicalaesthetics.com> and select "ALIX SERVICE"



Foot Care by Kaitlin- In Alix Monthly (Tuesday)
Contact Kaitlin Nielsen/ Cheryl Saunders- Foot Care Nursing
Advance nursing foot care, basic maintenance and hand/foot reflexology.
Diabetic and high-risk care, personalized foot assessment and care plan.
Book in home and clinic. 587-377-6099
<https://footcarebykaitlin.ca/>



Moon Child Wellness & Energy Healing- In Alix Monthly on Friday
Contact Erin Weinzierl- Energy Healer
Embracing one's true self is an act of courage. It requires letting go of societal expectations and the fear of judgment to step into a space of vulnerability and truth. EFT/TFT Tapping, Quantum Hypnosis and Usui Reiki. 403-740-0460
Book online: <https://www.moonchildwellnesshealing.ca>





ALBERTA

SENIORS, COMMUNITY AND SOCIAL SERVICES
Office of the Minister

Ministerial Order No. 2024-011

WHEREAS, pursuant to section 1(a) of the *Alberta Housing Act* (the Act), “affordable housing accommodation” means a housing accommodation designated by the Minister as an affordable housing accommodation under section 31.1(1);

AND WHEREAS, pursuant to section 31.1(1) of the Act, the Minister may designate a housing accommodation as an affordable housing accommodation if the Minister is of the opinion that in the circumstances the housing accommodation is suitable for designation as an affordable housing accommodation;


AND WHEREAS, pursuant to section 3(3) of the Act, the Minister may delegate to any person any power, authority or obligation conferred or imposed on the Minister under the Act.

THEREFORE, I, JASON NIXON, Minister of Seniors, Community and Social Services, pursuant to section 31.1(1) of the *Alberta Housing Act*, hereby:

1. Establish the circumstances under which a housing accommodation is suitable for designation as an affordable housing accommodation are that it must:
 - a. be subject to an agreement between the owner or operator of the housing accommodation and the Government of Canada, Province of Alberta, or a municipality;
 - b. have rental rates which are below market rates, pursuant to the agreement referred to in subclause (a); and,
 - c. be owned or operated by a not-for-profit organization incorporated under the *Societies Act*, *Companies Act*, or *Business Corporations Act*, a management body established under the *Alberta Housing Act*, or similar organization as determined under this Ministerial Order, that has a stated mission or mandate to serve those in core housing need (as defined in section 8(2)(a) of the *Social Housing Accommodation Regulation*) or to provide housing to target population groups identified in *Stronger Foundations: Alberta’s 10-year strategy to improve and expand affordable housing*.
2. Delegate to the Assistant Deputy Minister, Housing Division, the authority to designate a housing accommodation as an affordable housing accommodation, in accordance with the circumstances set out in clause 1, including the authority to determine a similar organization under clause 1(c).

3. Direct the Assistant Deputy Minister, Housing Division, to create and maintain a list of designated affordable housing accommodations to be reviewed and updated at least annually, or upon notification of the transfer of a housing accommodation designated as an affordable housing accommodation under this Ministerial Order.

DATED this 2 day of August, 2024.



Jason Nixon
Minister of Seniors, Community and Social Services

This message is being sent on behalf of ADM David Williams

Dear CAO:

Housing affordability is a key priority for the Government of Alberta, and recently, it has taken steps to ensure that property tax exemptions support the provision and delivery of affordable housing. The *Municipal Affairs Statutes Amendment Act*, which came into effect in May 2024, amended the *Municipal Government Act (MGA)* as follows.

- Section 363 provides property tax exemptions for affordable housing accommodations as defined by the *Affordable Housing Act (AHA)*.
- Municipalities will continue to have the ability to remove such exemptions locally through bylaw, but the education property tax portion would remain exempt.
 - The provisions that have property tax implications will come into force on January 1, 2025.

To support the implementation of the MGA amendments, the Minister of Seniors, Community and Social Services has issued a Ministerial Order No. 2024-011 (Attachment). The Ministerial Order clarifies the definition of affordable housing accommodation under the AHA. In order for a housing accommodation to be designated as an affordable housing accommodation, which may be at the unit level, it must:

- be subject to an agreement between the owner and operator of the housing accommodation and the Government of Canada, Province of Alberta, or a municipality;
- have rental rates which are below market rates, pursuant to the agreement with an order of government;
- be owned or operated by a not-for-profit organization, incorporated under the *Societies Act*, *Companies Act* or *Business Corporations Act*, a management body established under the AHA, or a similar organization as determined under the Ministerial Order, that has a stated mission or mandate to serve those in core housing need (as defined in section 8(2)(a) of the *Social Housing Accommodation Regulation*) or to provide housing to target population groups identified in *Stronger Foundations: Alberta's 10 year strategy to improve and expand affordable housing*.

Please note that seniors' lodges are already exempt through section 362 (1) (m) and (n)(iv) of the MGA, and do not need to be designated through this process. Similarly, accommodations owned by the Alberta Social Housing Corporation (ASHC) or previously owned and transferred to affordable housing providers are already exempt from property tax through the *Social and Affordable Housing Accommodation Exemption Regulation (SAHAER)*.

Currently, the ASHC does not have any operating or grant agreements with affordable housing providers in your municipality. If your municipality has agreements with affordable housing providers that fit the criteria in the Ministerial Order, please respond to this email with:

- The name of the affordable housing provider;
- The expiry date of the agreement between your municipality and the provider;
- The number of units under agreement and unit type (e.g., bachelor, one-bedroom, etc.);
- The address(es) of the affordable housing accommodation.

Please send your responses to scss.municipalengagement@gov.ab.ca by October 21, 2024.

Thank you for your continued support and cooperation to ensure that low-income Albertans have access to housing that meets their needs. I look forward to continuing to work with you as we improve and expand the affordable housing system.

David Williams

Assistant Deputy Minister

Housing Division

Seniors, Community and Social Services

Attachment: Ministerial Order No. 2024-011

