

AGENDA

1. Call to Order
2. Agenda: Amendments and Adoption
3. Adoption of the Minutes: a) Minutes of Regular Meeting – Wednesday, September 15, 2021 – 6:00 P.M.
4. Delegation: None
5. Bylaws: a) CAO Bylaw 467/21 – Request for Decision 21-61
6. Unfinished Business: a) Strategic Plan 2021 – Request for Decision 21-59
7. New Business: a) Community and Business Survey 2021 Results – C. Giesbrecht to present
b) Parkland Regional Library Budget – Request for Decision 21-58
c) Ambulance Dispatch Advocacy – Request for Decision 21-57
d) Security Cameras – Request for Decision 21-60
e) 2022 Operating Budget – 1st Draft
8. Financial Reports: None
9. Committee Reports: a) Buffalo Lake Management Team – Councillor Soltermann
b) Red Deer River Municipal User Group Association – Councillor Besuijen
c) Parkland Regional Library Board – Councillor Gilliat
d) Lacombe Regional Waste Services Commission – Councillor Gilliat
e) Lacombe Foundation – Councillor Gilliat
f) Parkland Community Planning Services – Councillor Soltermann
g) Canadian National (CN) – Mayor Fehr
10. Administrative Reports: a) Admin Support Staff Report
11. Correspondence and Information: a) Citizen Request – Tyson Beebe
b) Citizen Request – Chelsie Giesbrecht
c) Alix MAC School – Fundraising support
d) Alberta Env. and Parks – Village of Alix Wastewater Treatment Lagoon Rehabilitation
e) Alberta Municipal Affairs – 2020 Municipal Indicator Results
f) Fortis Alberta – Franchise Fee Calculator
g) Town of Crossfield – Bill C-21 Changes to the Criminal Code and the Firearms Act
h) Town of Crossfield – Royal Canadian Mounted Police (RCMP) Retroactive Pay
i) Altalink – Central East Transfer-Out Transmission Project
j) Municipal Governance During the COVID-19 Pandemic – FAQ's September 17, 2021
k) Town of Sundre – Code of Conduct
l) Town of Sundre – Royal Canadian Mounted Police (RCMP) Retroactive Pay
m) Parkland Regional Library Board Meeting
12. Closed Meeting a) FOIP Section 17 – Personal Privacy – Re: Human Resources
b) FOIP Section 16 – Business Interests of a Third Party – Re: Cyberus Security Contract
13. Adjournment

VILLAGE OF ALIX

MISSION STATEMENT

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

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, September 15, 2021, at 6:00 P.M.

Present: Deputy Mayor Barbara Gilliat, Councillors Tim Besuijen, Edwin Cole, Vicki Soltermann and Mayor Fehr attended virtually.

Also Present: Michelle White, Chief Administrative Officer

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

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

Approval of Agenda:

Resolution #192/21: Moved by Councillor Cole that the Village of Alix Council approve the agenda with the following amendment:

Add: New Business: e) Water Issue

CARRIED

Minutes: a) Regular Meeting – September 1, 2021

Resolution #193/21: Moved by Councillor Besuijen that the Minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, September 1, 2021, be accepted with the following amendment:

Rescind: "Resolution #175/21: Moved by Councillor Cole that the Village of Alix Council hereby rescind Resolution #158/21."

CARRIED

CARRIED

Delegation: None

Bylaws: None

Unfinished Business: None

New Business: a) 2022 Alix Fire Department Capital and Operating Budgets – Request for Decision 21-54

Resolution #194/21: Moved by Councillor Cole that the Village of Alix Council hereby approves the Alix Fire Department 2022 Operating Equipment Request and the 2022 Capital Equipment Request List as presented.

CARRIED

b) IDP/ICF Terms of Reference – Request for Decision 21-55

Resolution #195/21: Moved by Councillor Besuijen that the Village Council hereby approves the Village of Alix and Lacombe County Intermunicipal Development Plan/Intermunicipal Collaboration Framework Committee Terms of Reference as amended.

CARRIED

New Business:(cont.) c) National Day for Truth and Reconciliation – Request for Decision 21-56

Resolution #196/21: Moved by Councillor Besuijen that the Village of Alix Council hereby amends the Village of Alix Personnel Policy by removing “Also, any other General Holiday proclaimed by the Municipal, Provincial or Federal Government” and replacing it with “Also, any other General Holiday as mandated by the Alberta Employment Standards Code or any day as designated to be observed as a General Holiday by the Village of Alix Council.

CARRIED

d) Strategic Plan Review

e) Water Issue

Financial Reports:

a) Bank Reconciliation – August 31, 2021

b) Accounts Payable Cheque Listing – August 4 – September 1, 2021

c) Tax Trial Balance – September 9, 2021

Resolution #197/21: Moved by Councillor Cole that the Village of Alix Council accept the Financial Reports as presented.

CARRIED

Committee Reports: None

Administrative Reports: a) CAO Report

b) Cyberus Protection Services

Resolution #198/21: Moved by Councillor Soltermann that the Village of Alix Council accept the Administrative Reports as presented.

CARRIED

Correspondence and Information:

a) ATCO Gas and Pipelines Ltd. Franchise Agreement

b) Alix and Area Community Resource Centre – Quarterly Newsletter

c) Alix Wagon Wheel Museum Association

Resolution #199/21: Moved by Mayor Fehr that Correspondence Items (a) through (c) be accepted as information.

CARRIED

Closed Meeting:

a) FOIP Sec. 25 – Economic Interest of a Public Body – Re: 4831 – 50 Street

b) FOIP Sec. 25 – Economic Interest of a Public Body – Re: 4919 – 50 Street

Resolution #200/21: Moved by Mayor Fehr that the Village of Alix Council go into a Closed Meeting at 7:10 P.M. to discuss FOIP Section 25, Economic Interest of a Public Body Re: 4831 – 50 Street and 4919 – 50 Street.

CARRIED

Resolution #201/21: Moved by Councillor Besuijen that the Village of Alix Council return to the Public Meeting at 7:56 P.M.

CARRIED

Adjournment:

Resolution #202/21: Moved by Mayor Fehr that this Regular Meeting of the Village of Alix Council be adjourned at 7:57 P.M.

CARRIED

Mayor

Chief Administrative Officer

DRAFT

ADMINISTRATION REPORT



Date: September 21, 2021 RFD 21-61
Memo To: Village Council
From: Michelle White
Subject: CAO Bylaw

1. **PURPOSE** – To present Council with a draft CAO Bylaw for consideration.
2. **BACKGROUND** – As part of the 2021 Municipal Accountability Program (MAP) Review, it was noted the Village had a Consolidated Land Use Bylaw on the website. It stated in the report that “a designated officer may only make a consolidation of bylaws when council has delegated the authority by bylaw in accordance with section 69(1) of the MGA.”
3. **OPTIONS** –
 1. To pass attached Chief Administrative Officer Bylaw 467/21
 2. To give Bylaw 467/21 only one reading and send it back to administration with amendments
 3. To take the Consolidated Land Use Bylaw off the website and leave the CAO Bylaw as it is (338/05)
4. **DISCUSSION** – During research on how other municipalities deal with consolidation, it was determined that it is most common for Council to grant authority to the CAO as a Designated Officer.
5. **FINANCIAL IMPLICATIONS** – None
6. **LEGAL** – The Village is required to comply with the findings of the MAP Review within one year of the report being released.

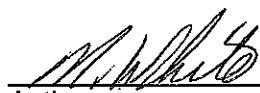
MGA s. 69(1) “A council may by bylaw authorize a designated officer to consolidate one or more of the bylaws of the municipality.”
7. **POLITICAL/PUBLIC IMPLICATIONS** – The Consolidated Land Use Bylaw was done to help both staff and public try to navigate this very large bylaw. There have been many amendments since the LUB was originally passed in 2011. It can be confusing to try and cross reference all applicable bylaws, so they were integrated into one.
8. **OTHER COMMENTS** – A fair bit of the old bylaw (338/05) was taken out. Things were listed such as ‘attend Council meetings, supervise staff, prepare a budget’ etc. and these are more appropriately found in the CAO job description.
9. **RECOMMENDATIONS** – Option #1

“that the Village of Alix Council give first reading to Chief Administrative Officer Bylaw #467/21, being a bylaw to appoint a Chief Administrative Officer.”

“that the Village of Alix Council give second reading to Chief Administrative Officer Bylaw #467/21.”

“that the Village of Alix Council give permission for third and final reading to Chief Administrative Officer Bylaw #467/21 at this time.”

"that the Village of Alix Council give third and final reading to Chief Administrative Officer Bylaw #467/21."

A handwritten signature in black ink, appearing to be "M. White", written over a horizontal line.

Author

VILLAGE OF ALIX

BY-LAW NO. 467/21

BEING a bylaw of the Village of Alix, in the Province of Alberta, to appoint a Chief Administrative Officer.

WHEREAS the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, requires a Council, by Bylaw, to establish the position of chief administrative officer, to appoint a person to that office to carry out the powers, duties, and functions of the position of chief administrative officer and to give this position the title of Chief Administrative Officer.

NOW THEREFORE, THE COUNCIL OF THE VILLAGE OF ALIX, IN THE PROVINCE OF ALBERTA, ENACTS AS FOLLOWS:

1.0 CITATION

- 1.1 This Bylaw shall be cited as "The Chief Administrative Officer Bylaw".

2.0 DEFINATION

- 2.1 In this Bylaw unless the context otherwise requires:
- 2.1.1 "Act" means the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta 2000 amended or any act substituted therefore.
 - 2.1.2 "Village" means the municipal corporation of the Village of Alix in the Province of Alberta.
 - 2.1.3 "CAO" means the Chief Administrative Officer as described in the Act and further a person appointed by Council on the basis of education, training and experience in the field of public administration.
 - 2.1.4 "Council" means the duly elected representatives of the Village of Alix.
 - 2.1.5 "Department Heads" means the principal subordinates.

3.0 INTERPRETATION

- 3.1 Any references in this Bylaw to any statutes, regulations, bylaws or other enactments is to those statutes, regulations, bylaws or other enactments as amended or replaced from time to time and any amendments thereto.
- 3.2 The headings in this Bylaw do not form part of this Bylaw and shall not affect its interpretation.

4.0 CHIEF ADMINISTRATIVE OFFICER

- 4.1 The position of the Chief Administrative Officer is hereby established.
- 4.2 The Chief Administrative Officer shall be given the title of Chief Administrative Officer or CAO.
- 4.3 Council will by resolution appoint an individual to the position of Chief Administrative Officer.
- 4.4 Council will establish the terms and conditions of the CAO's employment.
- 4.5 The CAO is authorized to appoint an acting CAO to act in the absence of the CAO and to delegate the CAO's powers, duties and functions to the acting CAO with the Mayor's approval. The CAO will advise Council of any Acting CAO appointment.
- 4.6 Council may appoint an acting CAO during the illness or other incapacity of the CAO.
- 4.7 The CAO shall be responsible to Council for the overall administration of municipal operations of the Village in accordance with the objectives, policies and plans approved by Council.
- 4.8 In the case of emergency, the CAO is authorized to incur any expenditure not previously approved by Council provided a detailed report on such expenditure and its need is presented at the next meeting of Council.
- 4.9 The CAO is delegated authority for the management of Village personnel.
- 4.10 The CAO shall notify Council of the termination of any Department Head.
- 4.11 Unless a designated officer is expressly appointed in this Bylaw or another bylaw of the Village, the CAO has all the powers, duties and functions given to a designated officer under the Municipal Government Act or any other statute or enactment.
- 4.12 The CAO is authorized to consolidate bylaws in accordance with section 69 of the MGA.
- 4.13 The CAO is authorized to revise any or all of the bylaws of the Village in any manner authorized by the Act and in all cases, shall prepare for Council's consideration, a bylaw adopting the revision and specifying the date that the revised bylaw is effective and that any repeal provisions are effective.

- 4.14 The CAO is authorized to temporarily close the whole or part of a road at any time that a construction or maintenance project on or adjacent to the road may create a hazard.
- 4.15 The CAO shall perform the duties assigned by the Act, and the duties assigned by any bylaw or resolution of Council. The CAO shall direct, control, and co-ordinate the activities of the various Village departments.
- 4.16 Council will meet with and provide the CAO with an annual written performance appraisal.

5.0 DELGATION BY CAO

- 5.1 The CAO is authorized to delegate and to authorize further delegations of any powers, duties and functions assigned to the CAO by Council under the Municipal Government Act and under this or any other bylaw to a designated officer or an employee of the Village.
- 5.2 Notwithstanding any delegation of power by the CAO pursuant to Section 5.1, the CAO shall remain responsible to Council for exercising any powers and responsibilities conferred by this bylaw.

6.0 SIGNING AUTHORITY

- 6.1 The CAO and the Director of Corporate Services are established as the designated officers for the purpose of signing or authorizing municipal documents.
- 6.2 Council hereby delegates authority for signing cheques for all expenses approved with the limits of the Village of Alix Purchasing Policy as follows:
 - 6.2.1 The first signature shall be provided by the CAO or the Director of Corporate Services, and
 - 6.2.2 The second signature shall be provided by the Mayor or Deputy Mayor.
- 6.3 Council hereby delegates authority for signing agreements contracts, and other negotiable instruments to the CAO and the Director or Corporate Services. Council authorizes the designated officer to act alone.
- 6.4 Council authorizes the CAO to further delegate authority for signing agreements, contracts, and other negotiable instruments to other employees of the municipality.
- 6.5 Signatures may be printed, stamped, lithographed or electronically reproduced.

7.0 SEVERABILITY

- 7.1 Should any section or part of this Bylaw be found to have been improperly enacted or ultra vires, for any reason. Then such section or part shall be regarded as being severable from the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

8.0 EFFECTIVE DATE

- 8.1 This Bylaw shall come into force and effect on the final date of passing thereof.

9.0 PREVIOUS BYLAWS RESCINDED

- 9.1 Bylaw No. 338/05 is repealed in its entirety.

Read a first time this _____ day of October, 2021.

Read a second time this _____ day of October, 2021.

Read a third time this _____ day of October, 2021.

Mayor

CAO

ADMINISTRATION REPORT



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

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

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

Author

Village of Alix
Strategic Plan
September 2021

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

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

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

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

GOALS (2018-2021):

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

Goals with Action Items:

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

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

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

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

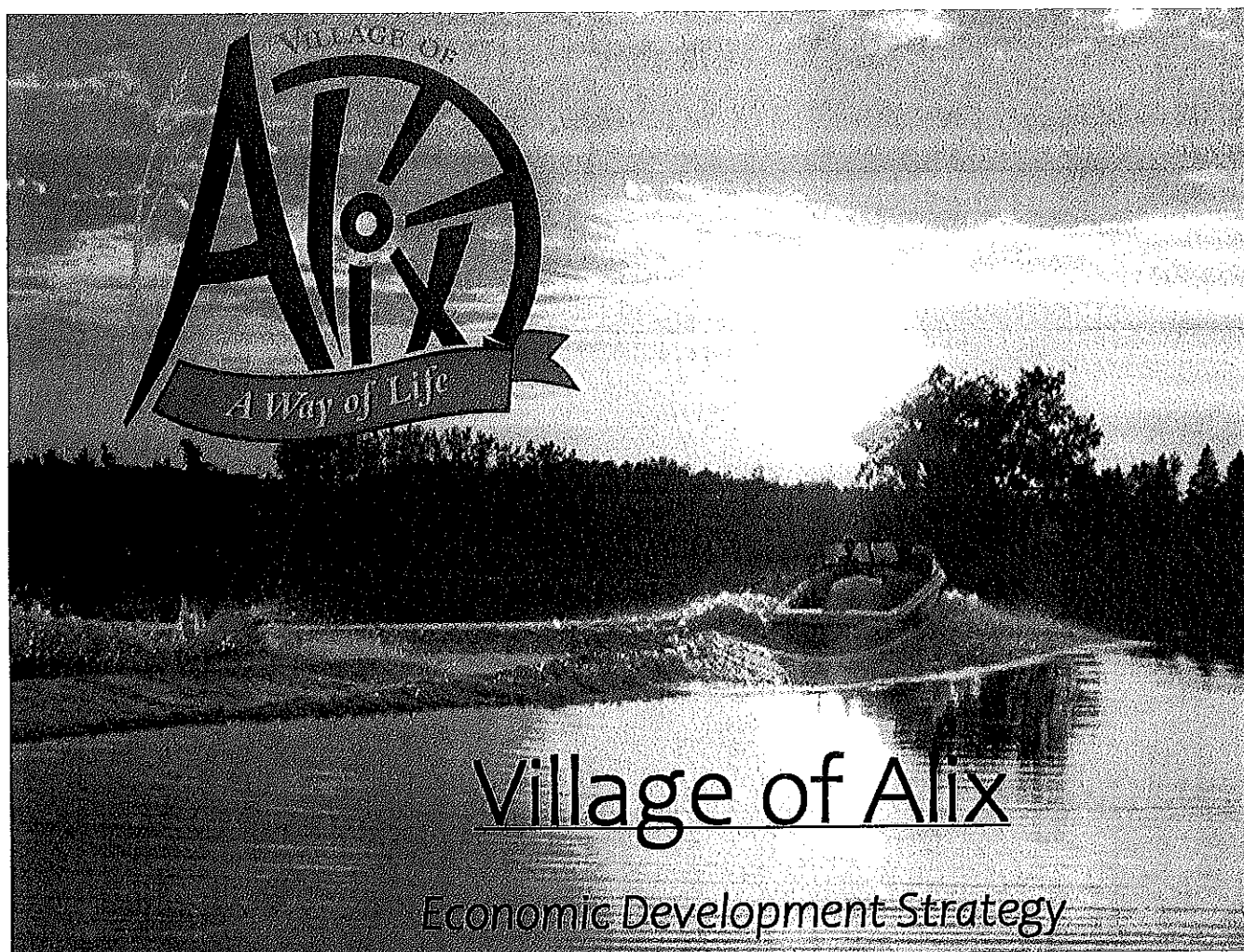
3. Promote Alix as an affordable, vibrant and safe community to live in and raise a family.

- Explore all options for community marketing and promotion
 - + Develop a cohesive, cost effective plan for online and print advertising
 - + Participate with the float in parades throughout the area
- Host a contest for the public to write a compelling story – help create a legend and explain the play on words of our Alix-gator
- Continue to evaluate the effectiveness of changes made to community security services and make adjustments as necessary

- Work with community services (Museum, Library and local businesses) to encourage ambassadorship and tourism promotion
- Capitalize on the natural infrastructure of Alix and surrounding area

4. Develop collaborative relationships with neighbouring communities and other levels of government.

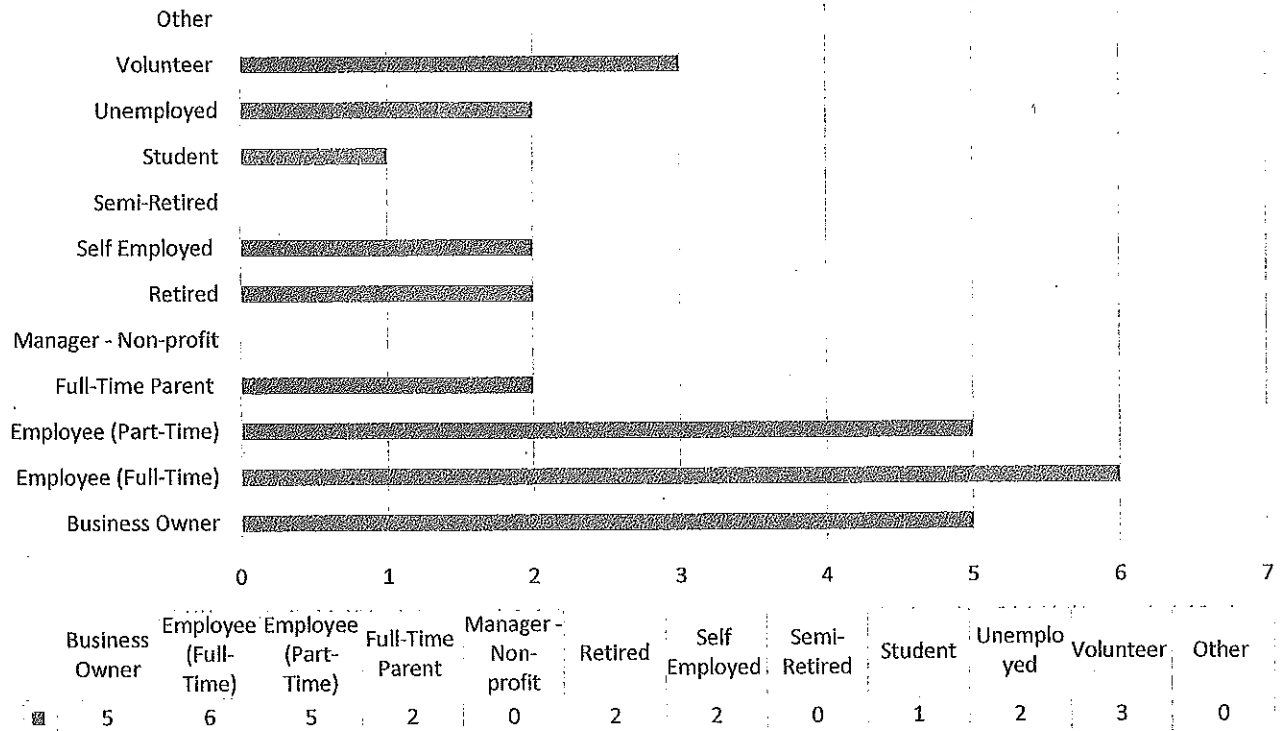
- Maintain relationships with regional communities to discuss common goals and impacts of changes from other levels of government
- Invite municipal neighbours to participate in Alix events such as;
 - + Meetings with government or provincial organization leaders
 - + Training opportunities and exercises
- Joint Council meetings between Village Council and Lacombe County
- Regular participation in regional Mayors Caucus meetings and CAO meetings



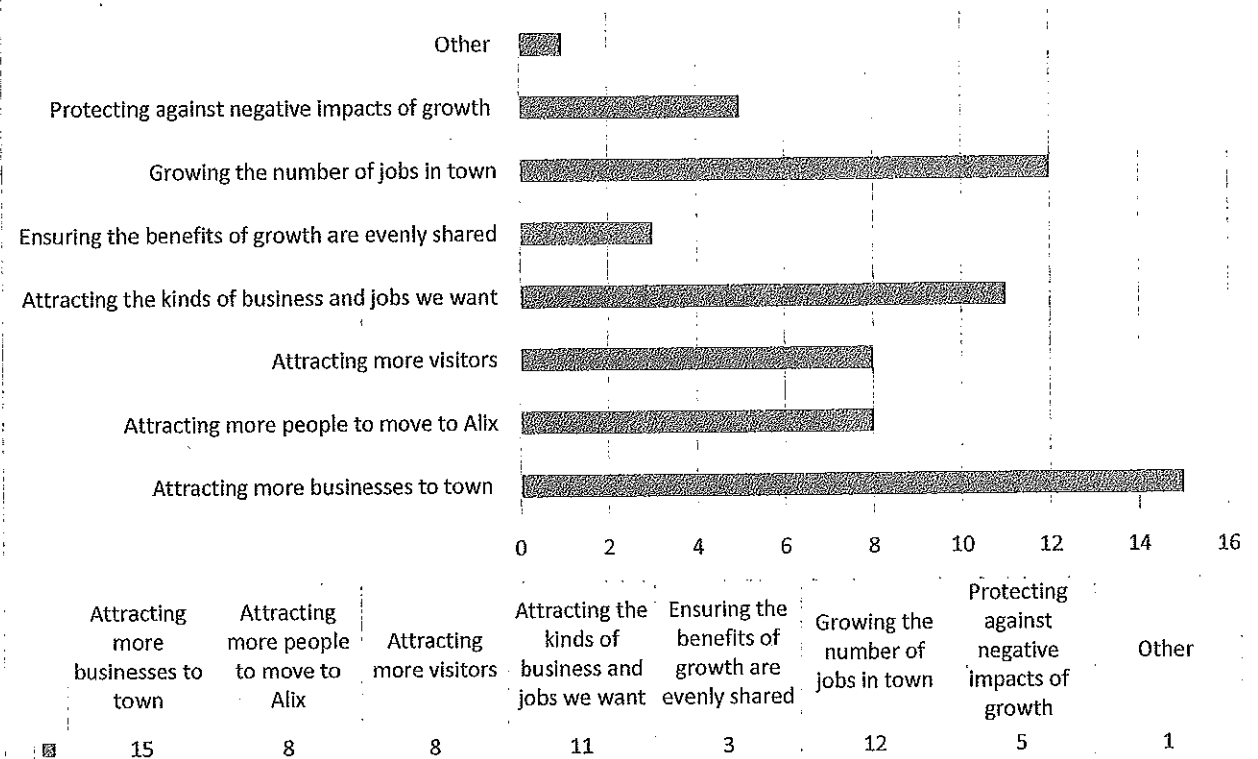
Community and Business Survey

2021 Results

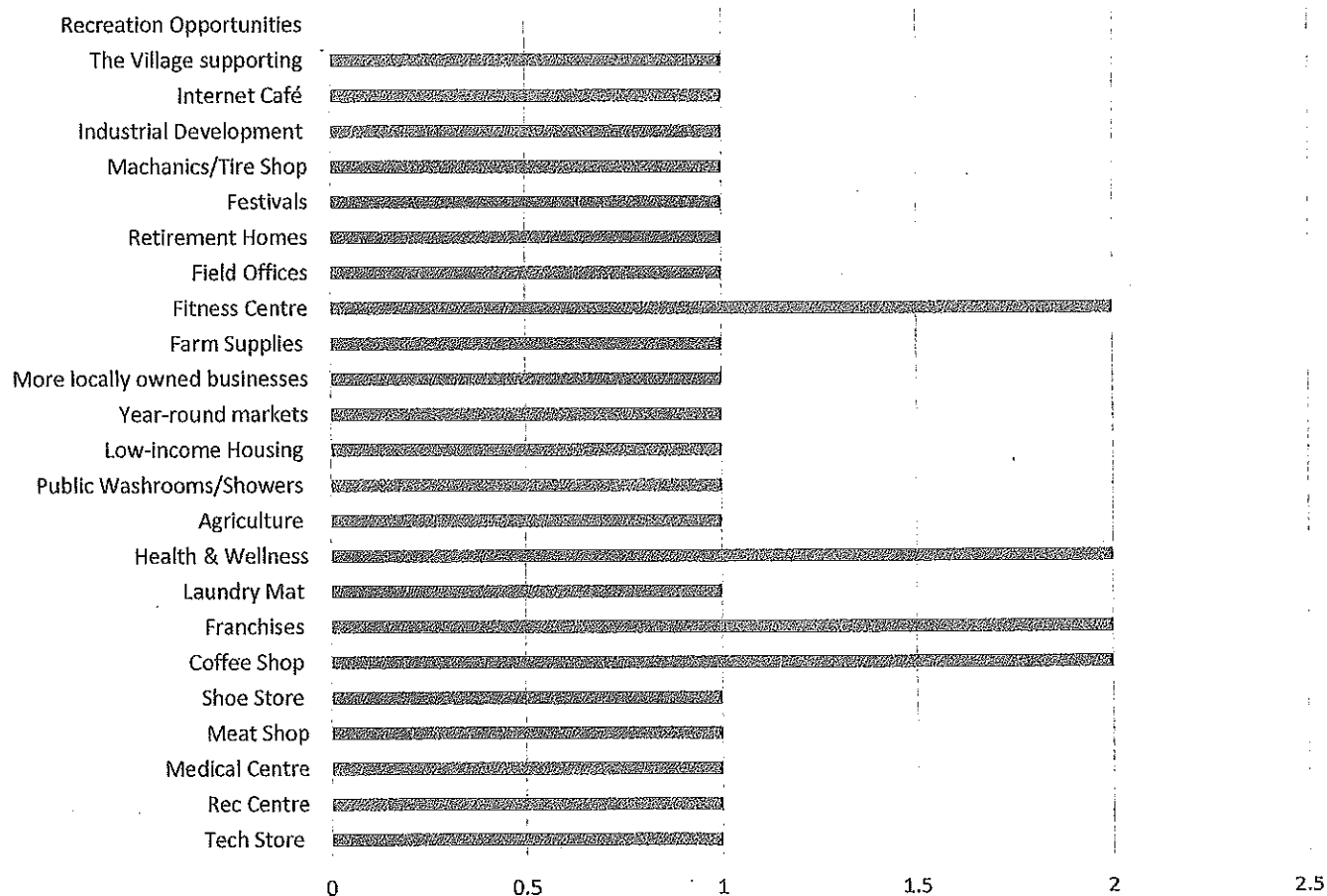
1. About You



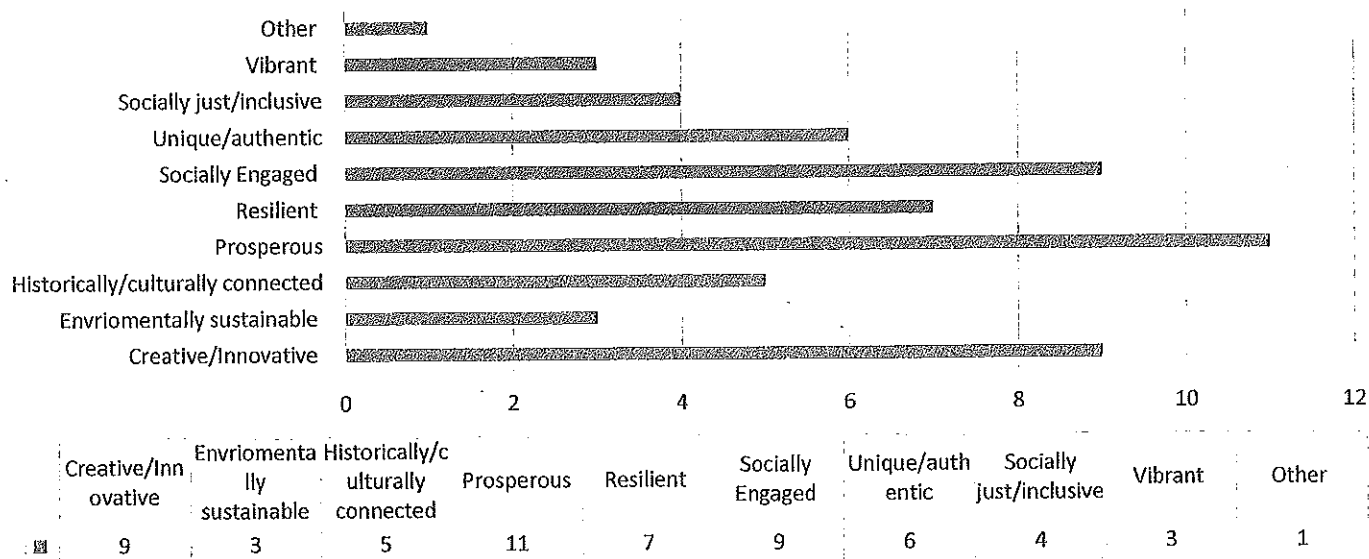
2.1 Intentionally supporting our local economics, what does that mean to you?



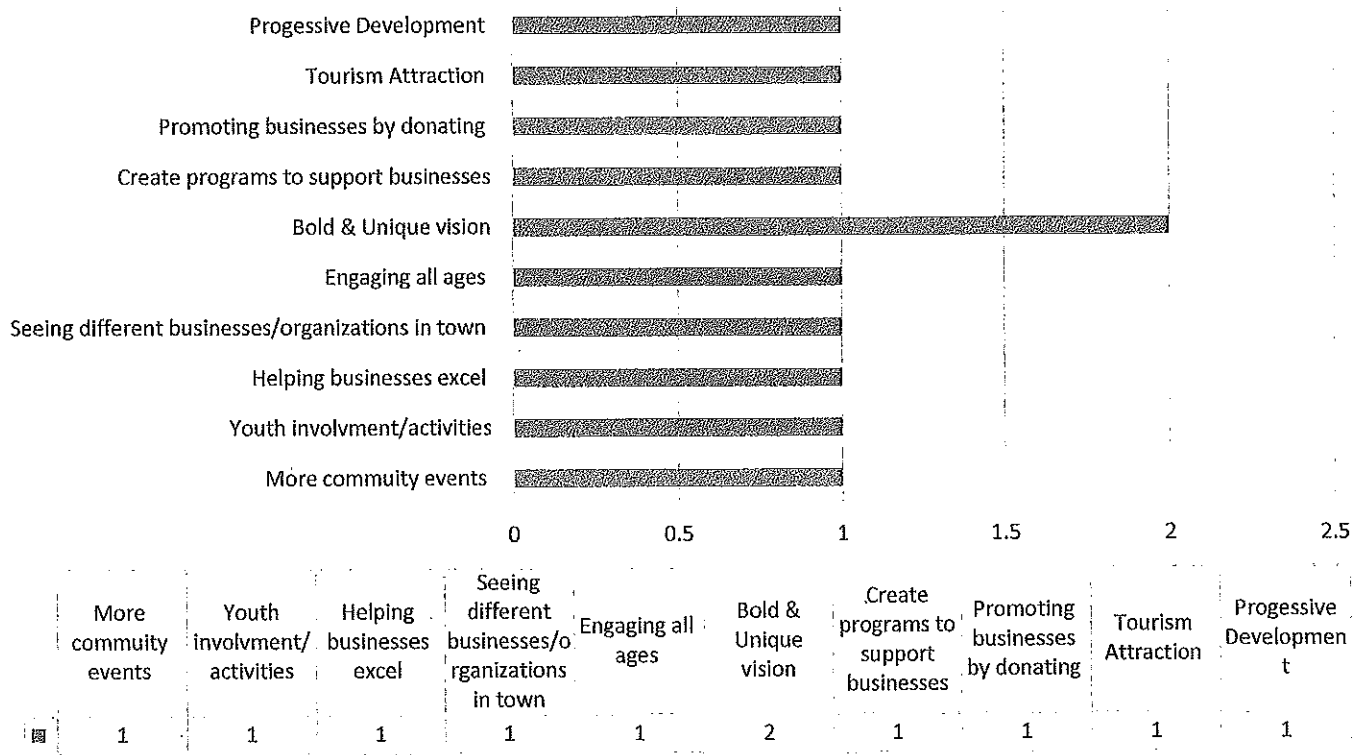
2.2 Filling in the gaps - what types of stores, services, industry would you like to see Alix offer?



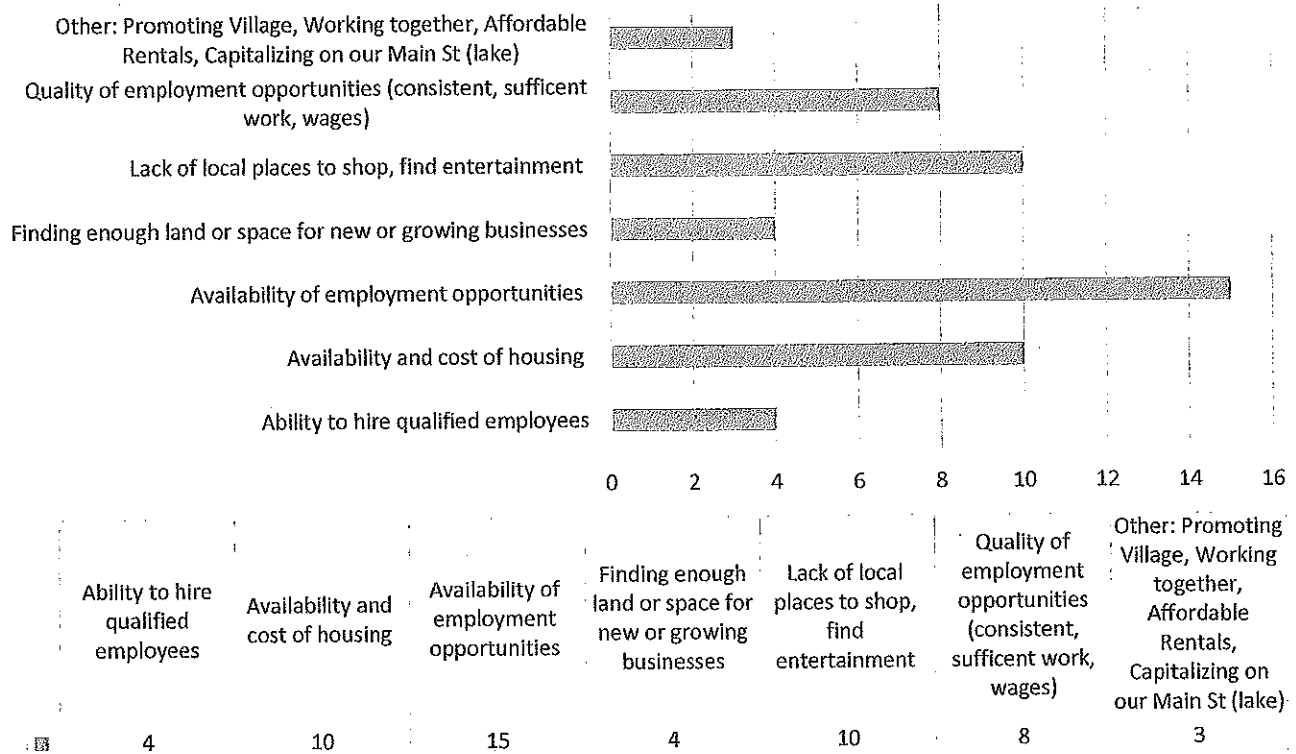
2.3 What 3 words best describe your vision for the economic future of Alix?



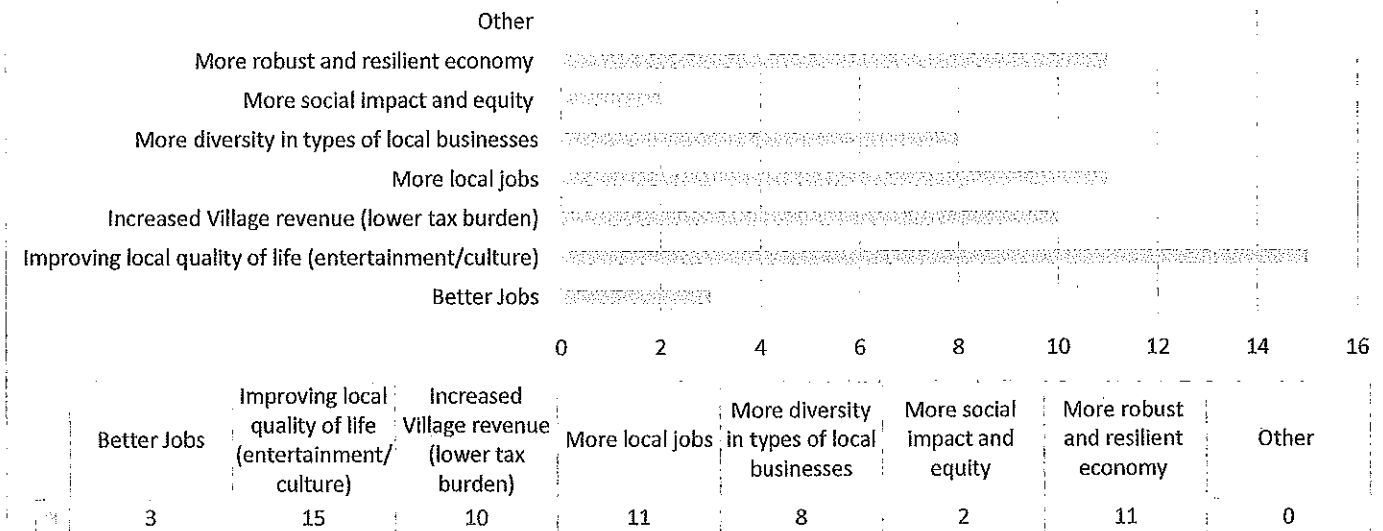
Commenting further on your vision for Alix's economic future



3.1 Three biggest challenges, issues or concerns for economic development of Alix?



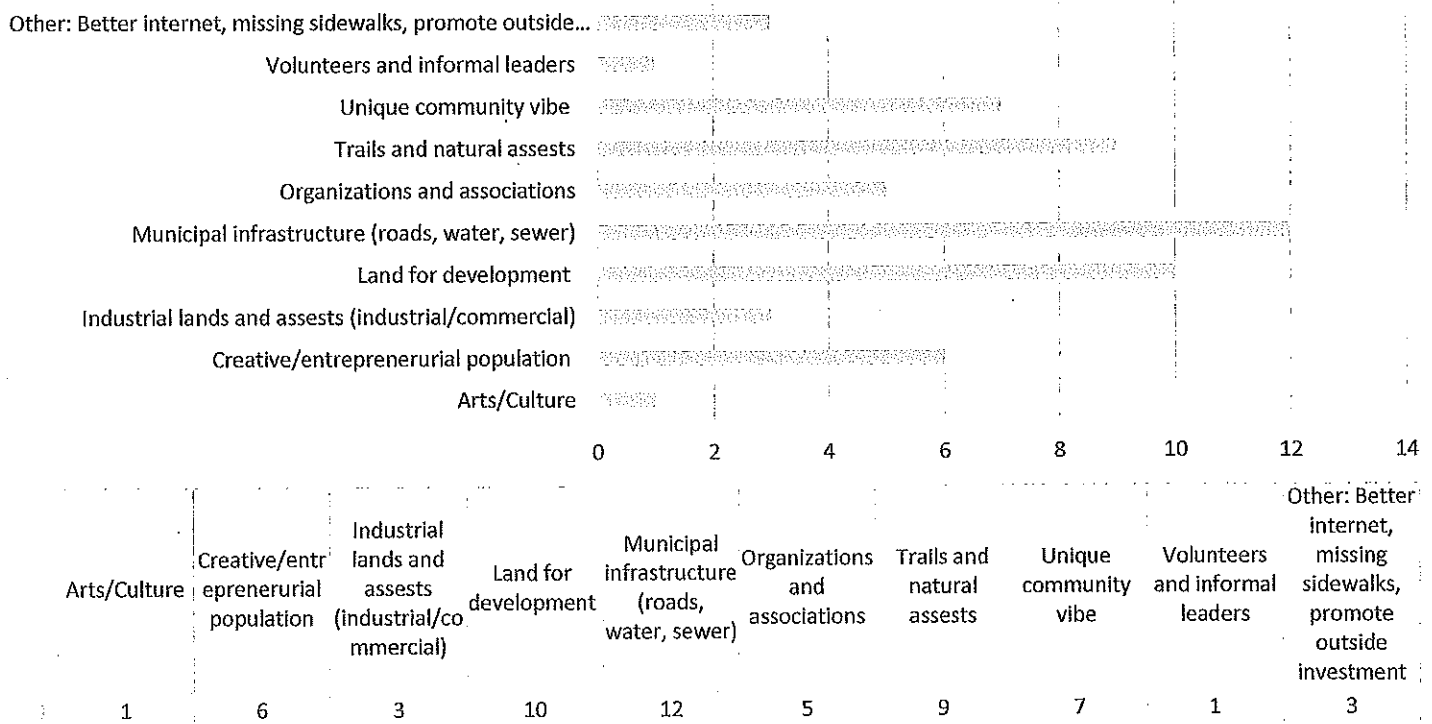
3.2 What are your goals for how the local economy in Alix Develops?



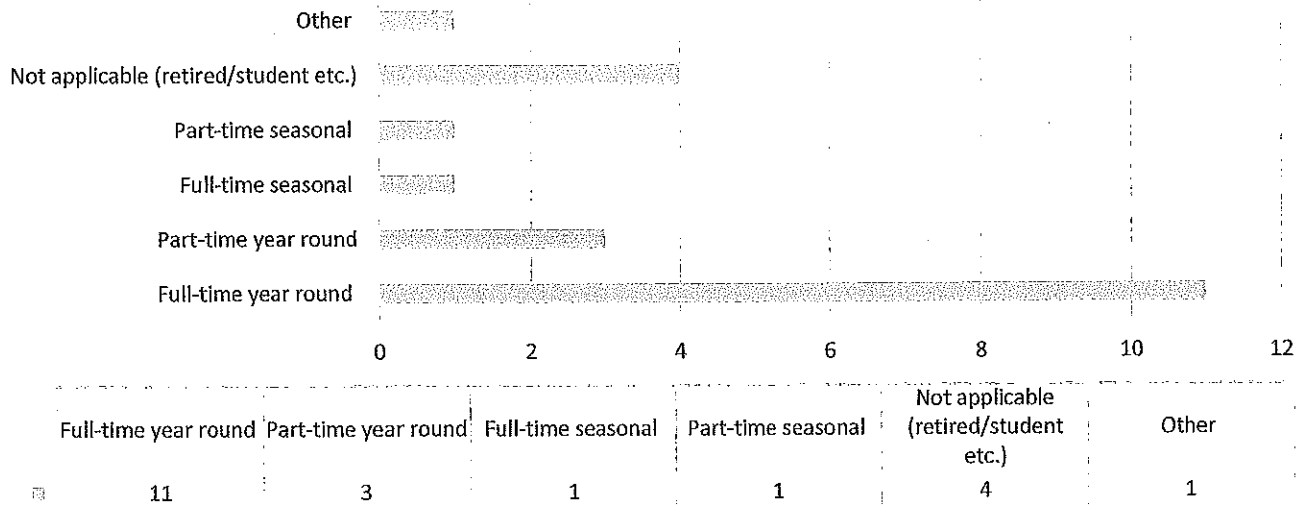
Commenting further on the issues/goals identified

- More variation of businesses
- X 3 – More local jobs
- Cost of housing
- Barriers to buying, even though taxes haven't gone up, bigger centers have lower taxes and more services and jobs.
- More viable companies will provide more jobs and more people to move to town.

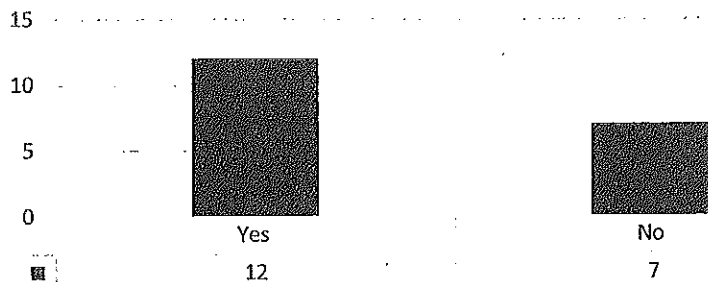
3.3 Top three assets that Alix should work on to achieve your goals



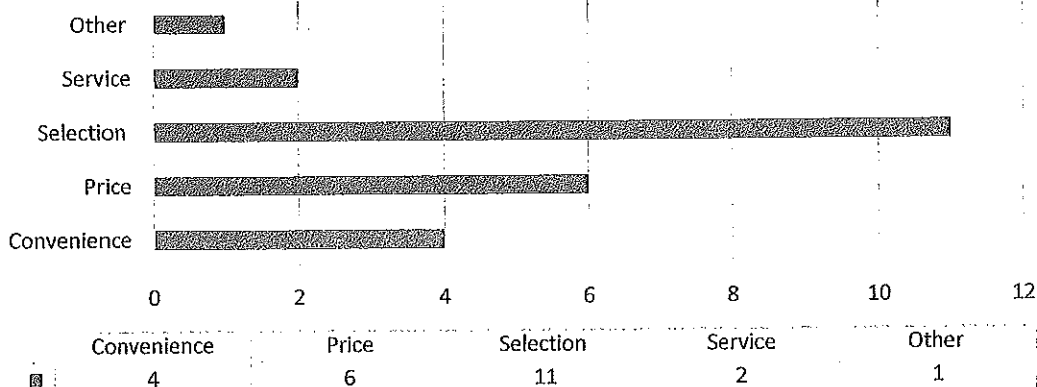
4.1 What best describes your ideal job situation?



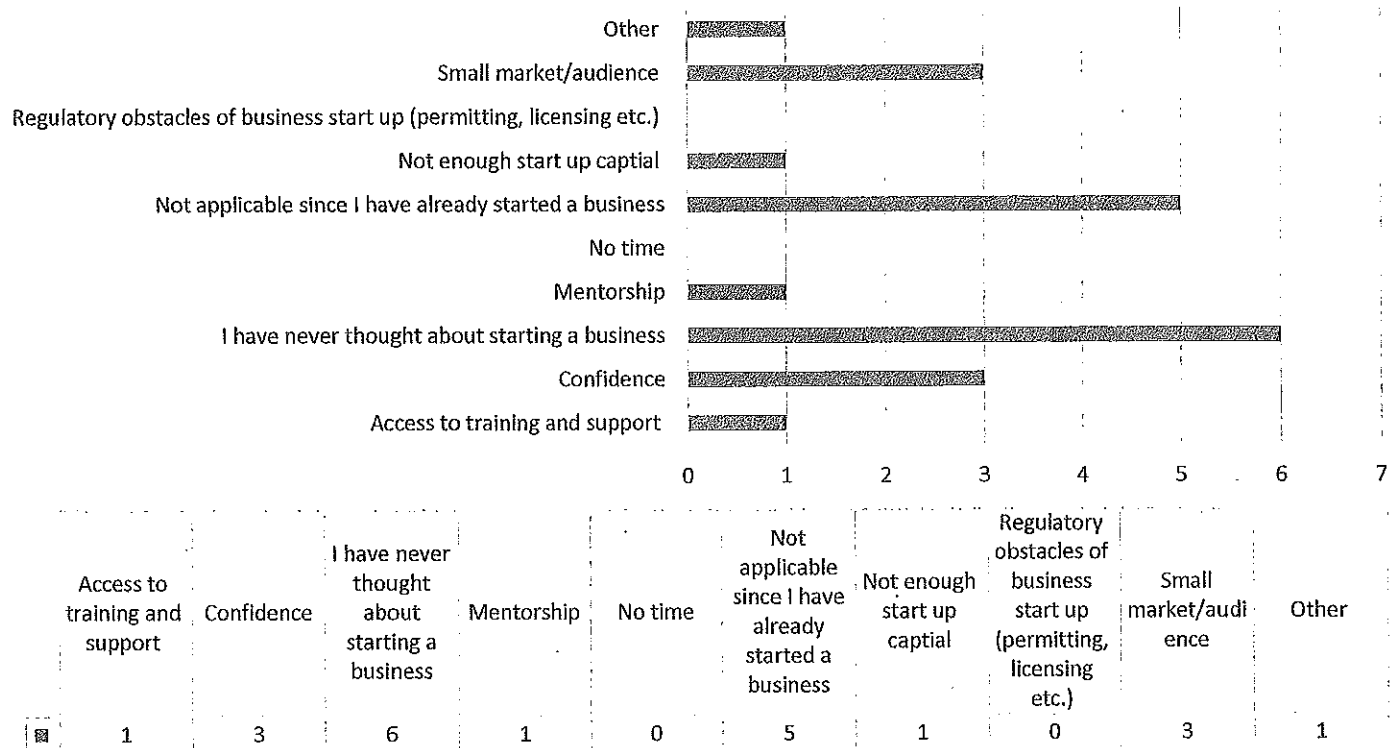
4.2 Do you currently have the ideal job situation indicated above?



4.3 What drives you to make purchases from sources other than local businesses (online included)

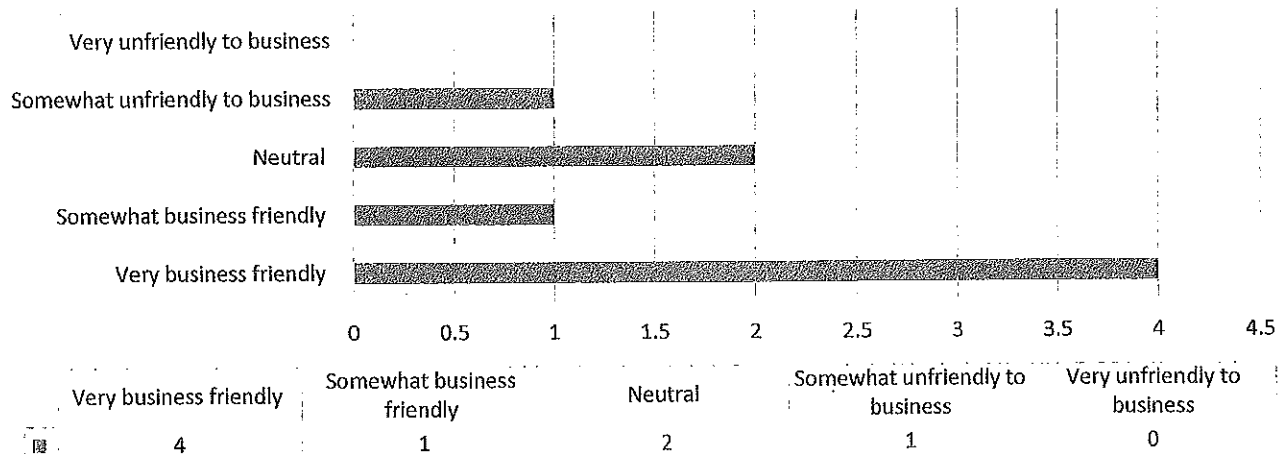


4.4 What is the number one thing holding you back from starting a business?



Section 5 applies to people who own or manage a business.

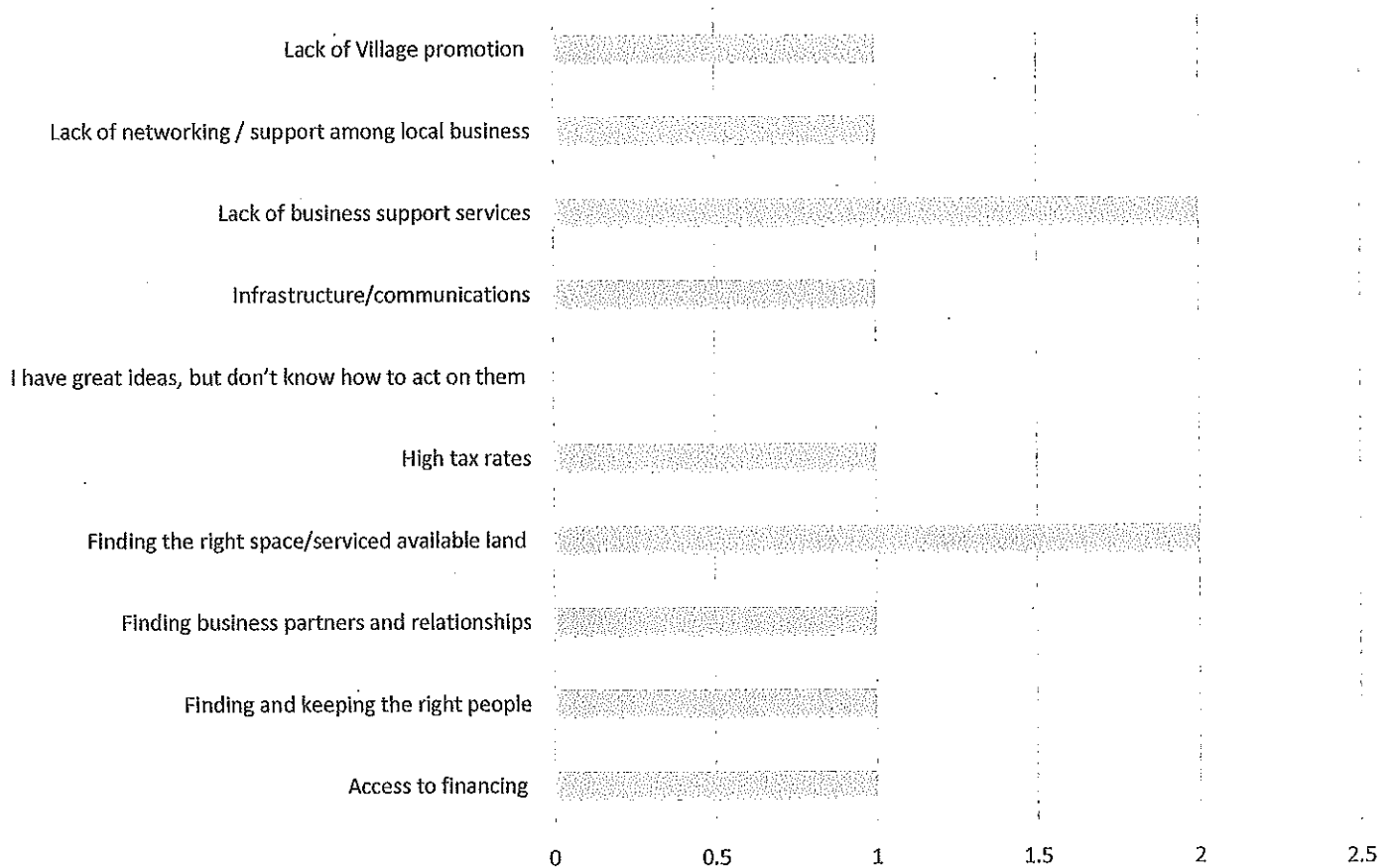
5.1 How business friendly is the Corporation of the Village of Alix (municipality)?



Suggestions on how we can improve.

No suggestions were given.

5.2 Top three challenges in operating and growing your business

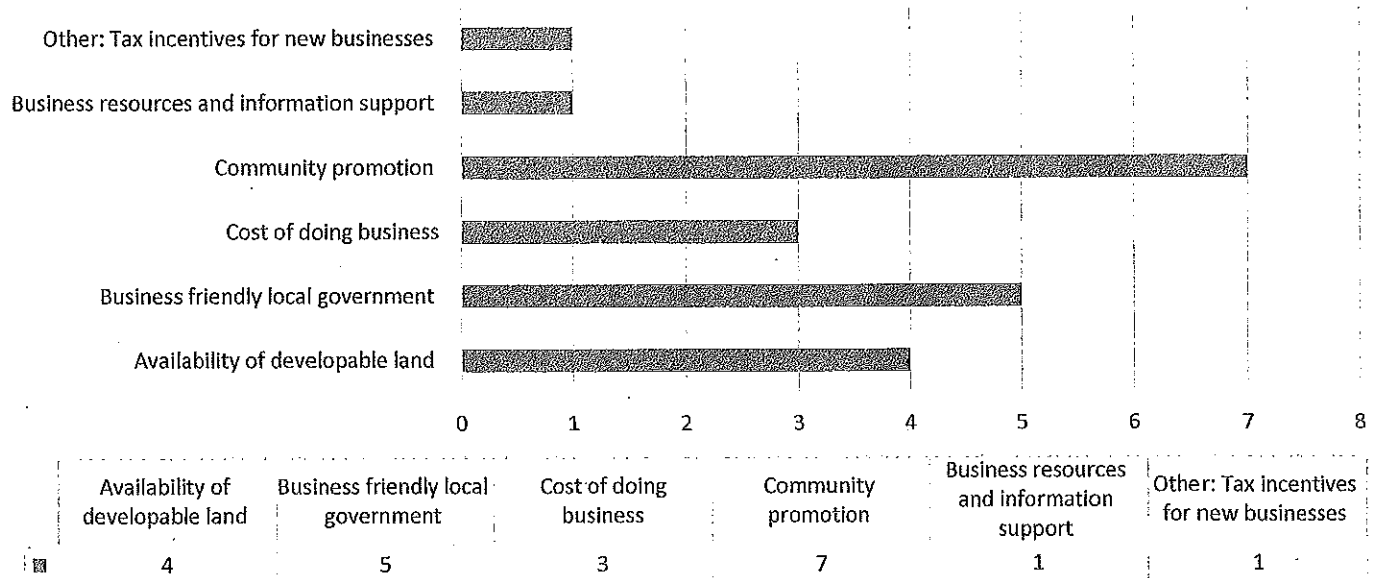


Other Challenges: lack of knowledge about businesses, pre/post covid keeping employees, has improved with Economic Development position, pleased with current situation

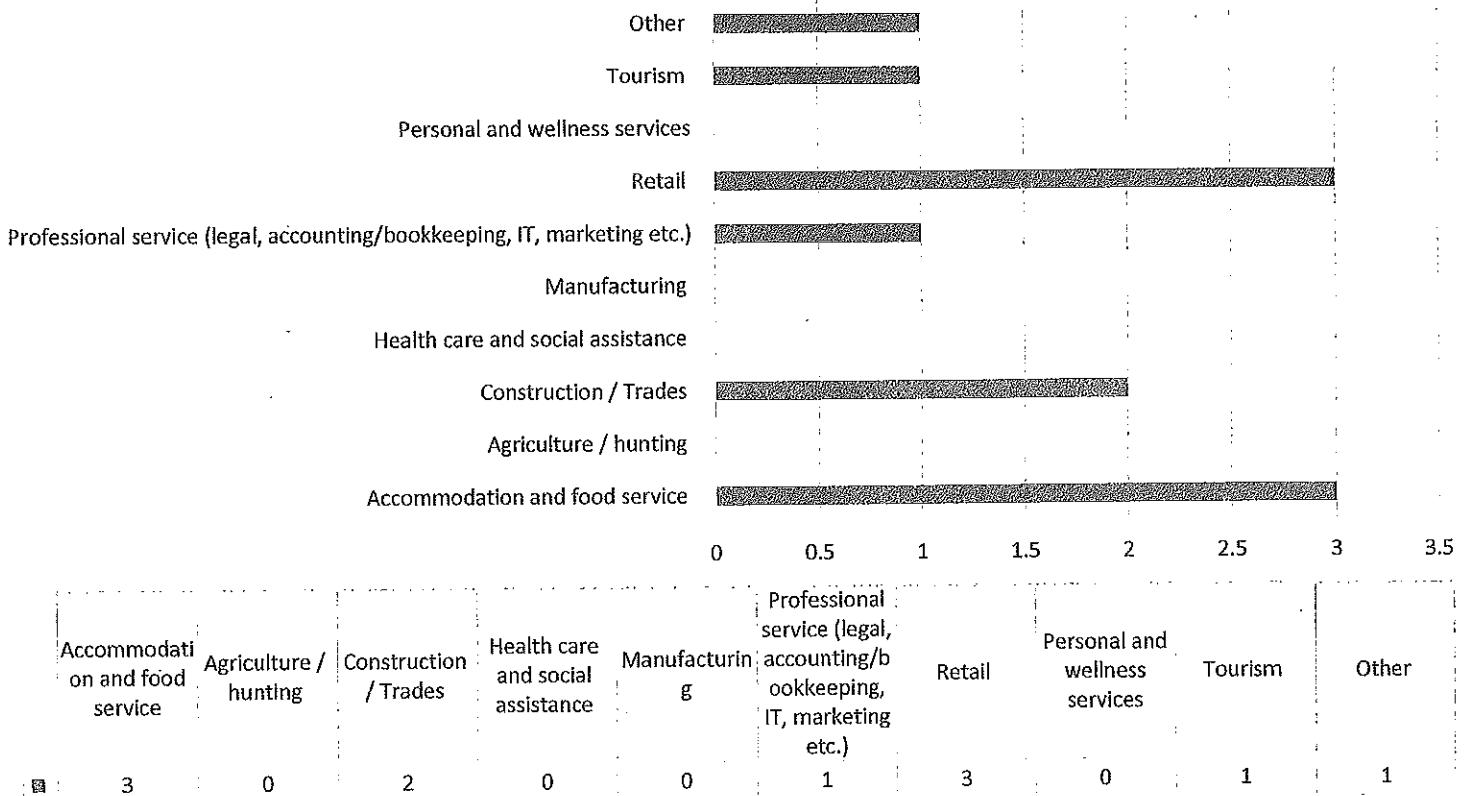
Please tell us why these are challenges

- Find it difficult to reach the families with effective advertising
- No opportunity to supply our local services, Village uses out of town services and pay double for doing so.

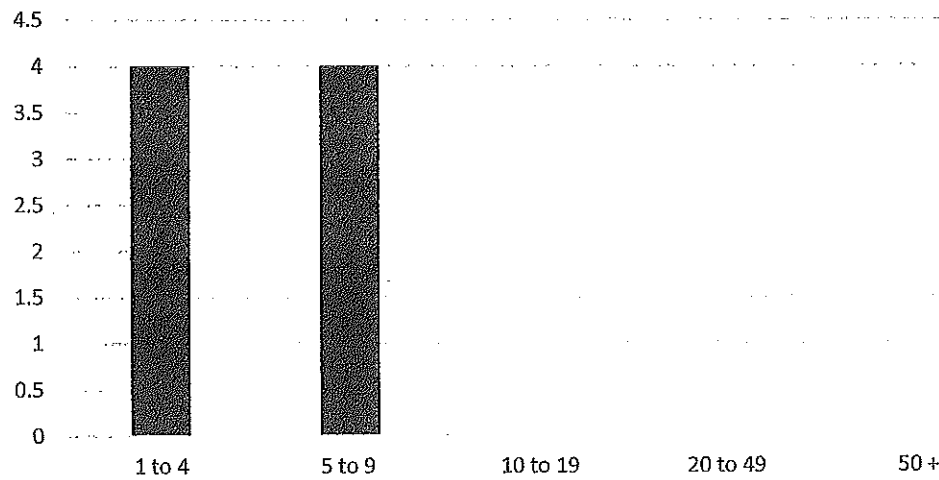
5.3 Top three things Alix's economic development should work on?



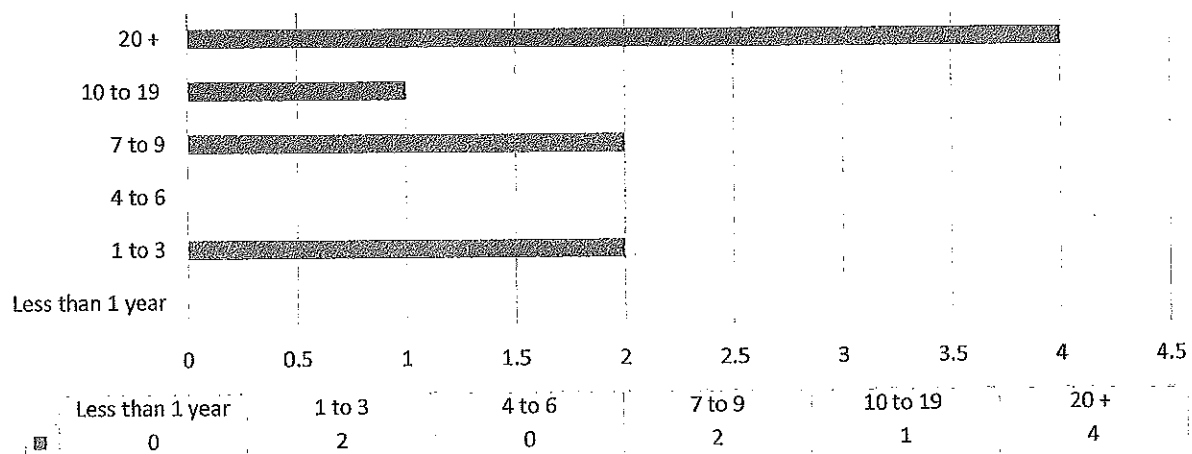
5.4 What sector of business are you in?



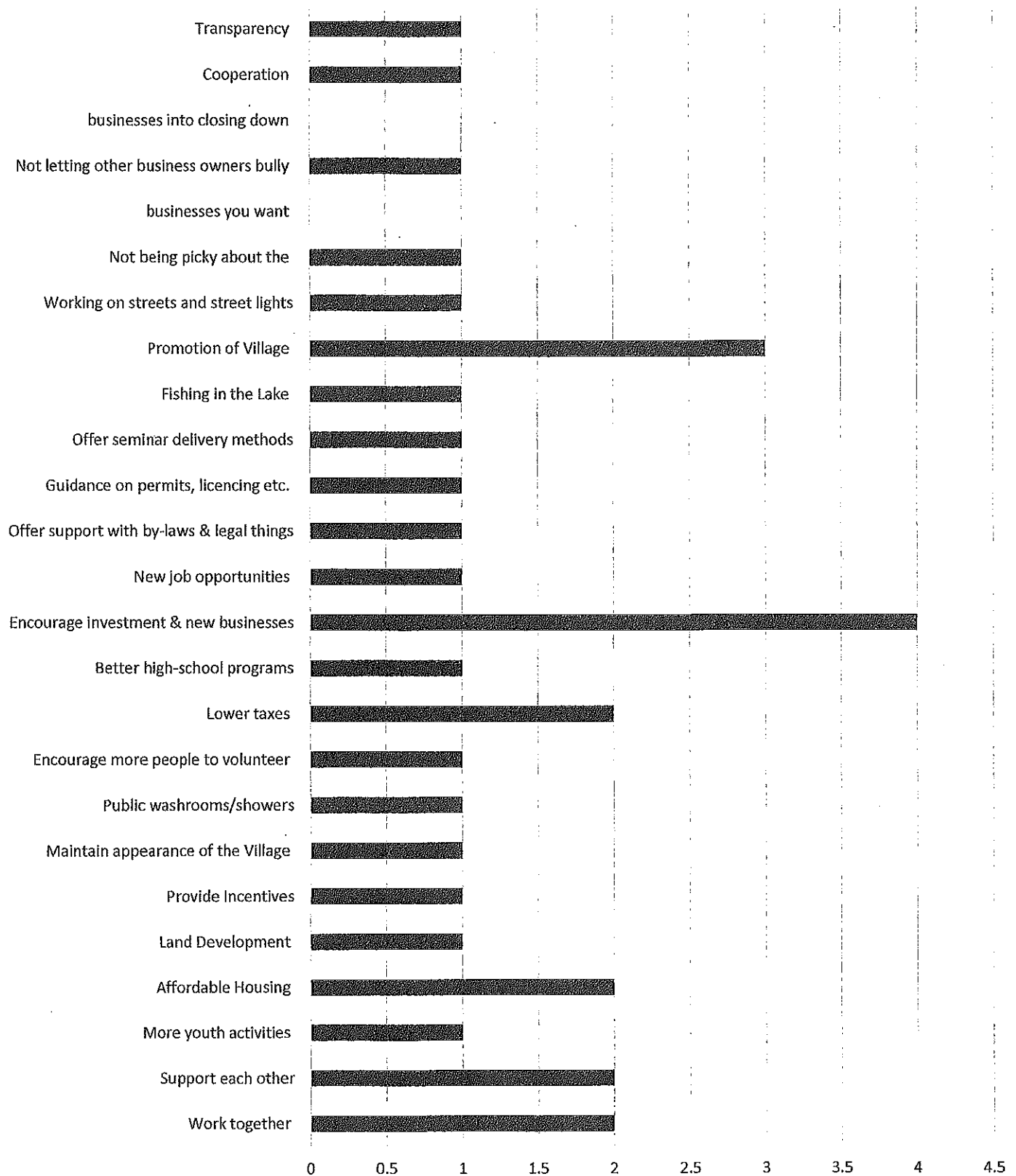
5.5 How many employees does your business have?



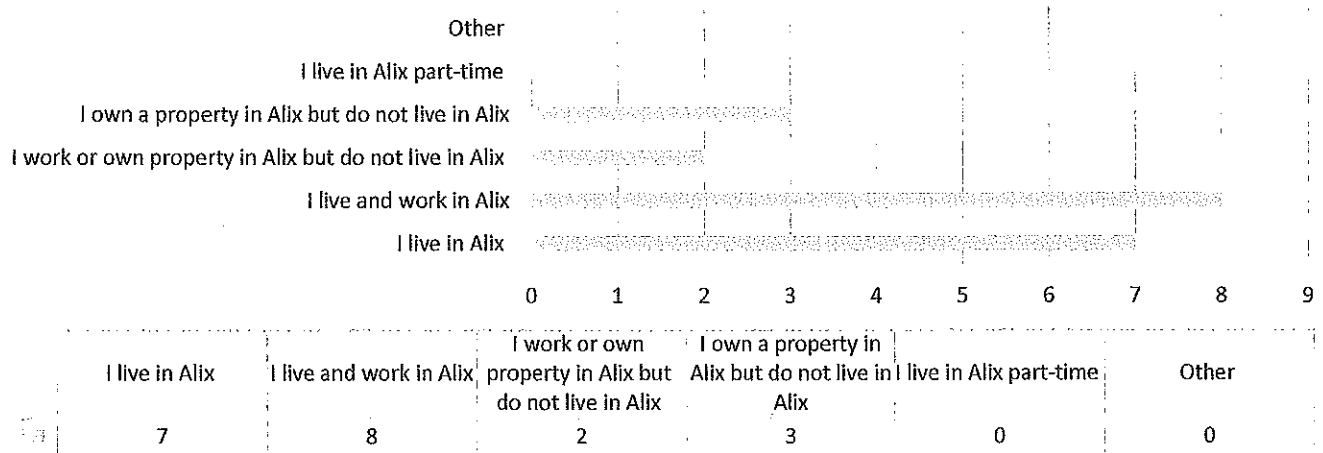
5.6 How long has your business been in operation?



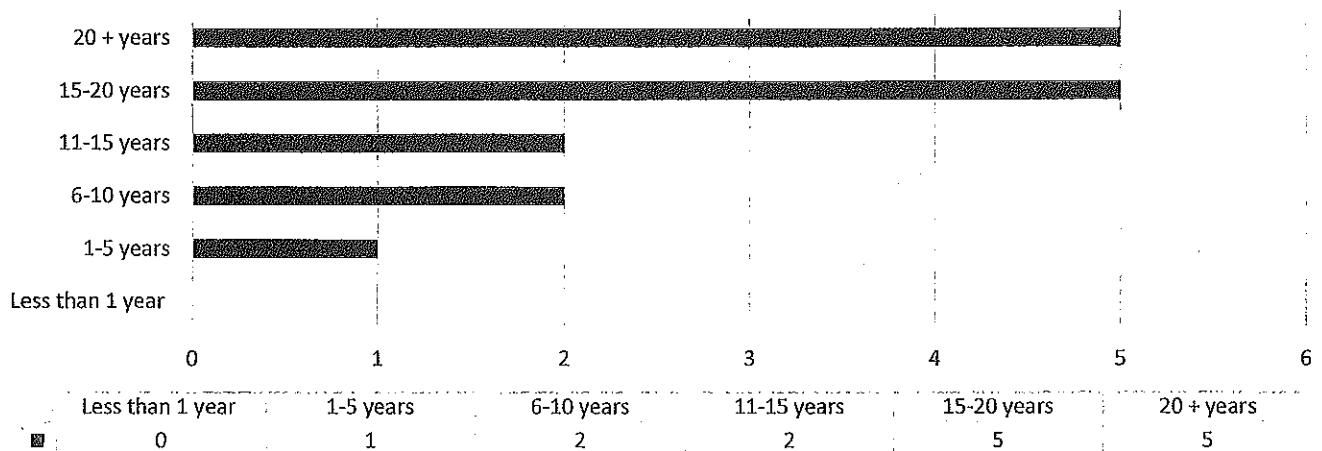
6.1 What actions should we work on together to make Alix a better place to live, visit, or do business?



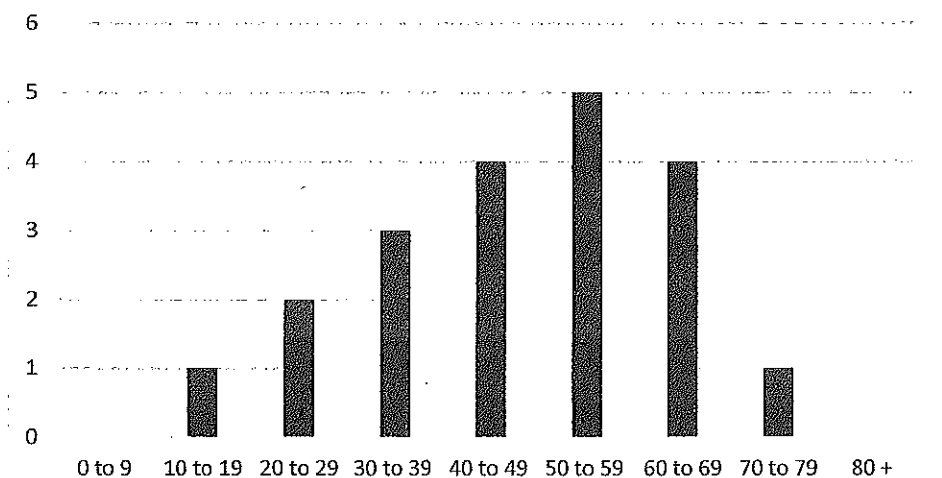
7.1 What best describes you?



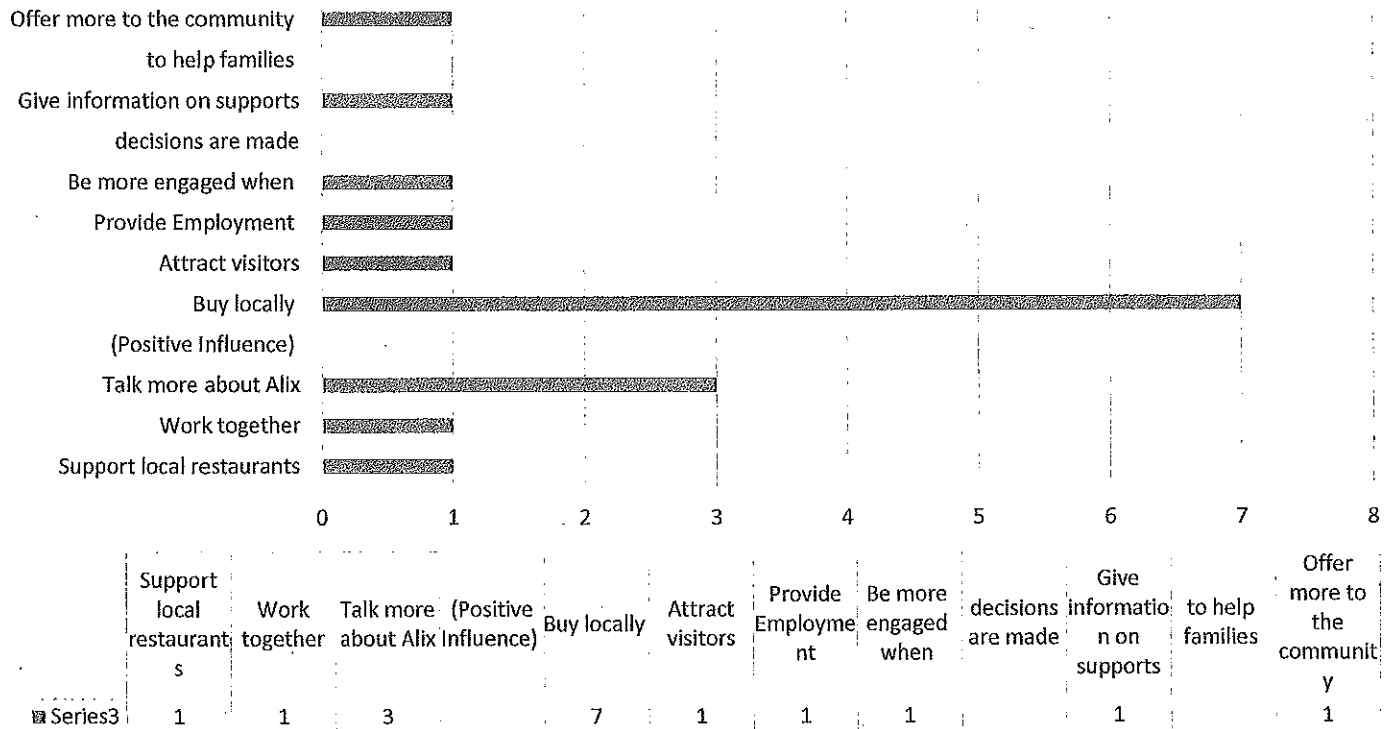
7.2 If you are a resident of Alix, how long have you lived here?



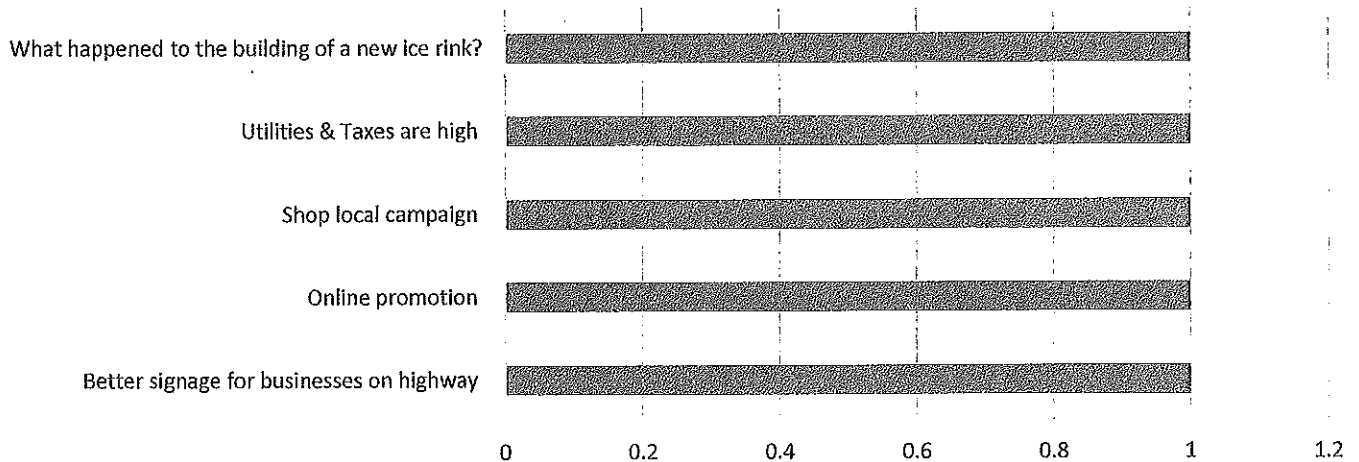
7.3 How old are you?



7.4 What is the number one thing YOU feel you can do to improve the local economy?



7.5 Is there anything else we should know?



The survey results are representing a total of 20 participants

ADMINISTRATION REPORT



Date: September 21, 2021
Memo To: Village Council
From: Michelle White
Subject: PRL budget

RFD 21-58

1. **PURPOSE** – To review and approve (or not) the Parkland Regional Library budget.
2. **BACKGROUND** – Parkland Regional Library requires a Council resolution regarding their budget proposal each year.
3. **OPTIONS** –
 1. To approve the proposed 2022 Parkland Regional Library budget.
 2. To make the resolution below and defeat it, thereby not approving the proposed budget.
4. **DISCUSSION** – The Parkland Regional Library (PRL) information attached includes Notes that highlight the proposed changes for the 2022 year.
5. **FINANCIAL IMPLICATIONS** – The proposed PRL budget maintains the per capita rate at the same level as 2020. There is no increase in annual requisition for the Village in this budget.
6. **LEGAL** – Parkland Regional Library requires a Council resolution regarding their budget proposal each year.
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

“that the Village of Alix Council hereby approves the proposed Parkland Regional Library Board 2022 budget as presented.”



Author



Proposed BUDGET 2022

Proposed 2022 Budget
PARKLAND REGIONAL LIBRARY SYSTEM

		Present Budget	
		2021	2022
Income			
1.1	Provincial Operating Grant	990,831	992,621
1.2	First Nations Grant	145,602	145,602
1.3	Membership Fees	1,881,316	1,939,986
1.4	Alberta Rural Library Services Grant	428,738	429,742
1.5	Interest Income	32,000	28,500
TOTAL Income		3,478,487	3,536,451
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	428,738	429,742
2.2	Allotment Funds issued to Libraries	249,546	256,396
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maint. Agree. Software Licenses	197,690	201,885
2.5	Cooperative Collection Fund	0	35,835
2.6	eContent Platform fees, Subscriptions	53,700	78,100
2.7	FN Provincial Grant expenses	78,839	78,839
2.8	Freight	1,800	1,800
2.9	Internet Connection Fees	14,400	8,820
2.10	Marketing/Advocacy	5,000	20,000
2.11	Member Library Computers Allotment	66,010	68,070
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,100	1,000
2.14	ILL Postage Reimbursement for libraries	4,500	4,500
2.15	Supplies purchased Cataloguing/Mylar	25,000	18,500
2.16	Vehicle expense	46,000	46,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	3,000	5,000
2.19	eContent	47,500	57,500
2.20	Large Print	10,000	10,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,500	4,000
TOTAL Support Materials & Services Direct to Libraries		1,257,123	1,345,787
Cost of Services			
3.1	Audit	17,400	16,500
3.2	Bank expenses	2,000	1,600
3.3	Bank Investment Fees	4,300	4,700
3.4	Building Repairs/Maintenance	18,000	18,000
3.5	Dues/Fees/Memberships	11,750	12,200
3.6	Insurance	18,500	19,000
3.7	Janitorial/Outdoor maintenance expense	32,500	34,000
3.8	Photocopy	7,000	4,000
3.9	Publicity/Trade Show	4,100	0
3.10	Salaries	1,607,281	1,588,659
3.11	Salaries - Employee Benefits	354,497	349,505
3.12	Staff Development	20,000	20,000
3.13	Supplies/Stationery/Building	30,036	32,500
3.14	Telephone	12,000	8,000
3.15	Travel	9,000	8,000
3.16	Trustee expense	34,000	35,000
3.17	Utilities	39,000	39,000
TOTAL Cost of Services		2,221,364	2,190,664
TOTAL Expenses (library materials & cost of service)		3,478,487	3,536,451
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		8.55	8.55

Notes for the Parkland Regional Library System Budget 2022

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.*
- 8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2022, there is a zero increase to the municipal per capita requisition. The amount will remain the same as in 2020 and 2021, at \$8.55. This will be the third year in a row Parkland has not increased the per capita rate of the requisition.

For calculating the municipal levy for 2022, Parkland will be using the Population Estimates and Projections supplied by the Office of Statistics and Information at Alberta Treasury Board and Finance. We project the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant in 2022. We also assume that grant levels will be based on 2016 population statistics.

Points within the budget to note include:

- The provincial operating grant for systems is estimated using 2016 population figures and calculated at the current rate of \$4.70 per capita (line 1.1).
- The First Nations Grant is assumed to continue using 2016 population figures, the grant is calculated at \$10.25 per capita (line 1.2).
- Membership fees are estimated on the most current statistics provided by the Government of Alberta.
- It is assumed the rural library service grant will also be issued at \$5.55 per capita using 2016 population figures (line 1.4).
- Materials Allotment is being calculated at \$1.13 per capita (line 2.2).
- Cooperative Collection Fund is new and is designed to give Parkland staff a budget line for the purchase of physical materials (e.g. books, DVDs) to augment the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect member library needs. Also, should spending priorities change in the future, such as increased demand for additional eContent, this line can be reduced without impacting member library allotment (line 2.2).
- Provincial grants amount to approximately 44.3% of PRLS' total income.
- The eContent line has been increased to reflect demand (line 2.6). eContent use increased significantly during the COVID-19 lockdowns.
- The Internet Connection Fees line has been reduced due to a newly negotiated contract that includes an increase in bandwidth (line 2.9).
- The Publicity/Tradeshaw (line 3.9) has been eliminated and the funds associated with that line combined with the Marketing/Advocacy line (2.10). Overall line 2.10 has been increased to provide funds for marketing initiatives as directed within Parkland's current strategic plan.
- The salaries and benefits lines (3.11 and 3.12) have been reduced due to staff changes.
- Other lines have been increased or decreased slightly based on inflation or estimated expenses.

At the end of the budget documents you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$162,800. One other anticipated reserve fund transfer for 2022 is for the purchase of one new cargo vehicle (estimated at \$33,500). By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

New this year staff have included a document with the budget package comparing the amount of requisition/municipal levy to items of direct financial benefit to member libraries. Based on budget amounts, an equivalent of 93% of the 2022 levy is returned in tangible form. This return is before considering services provided by Parkland or taking into account the costs of running Parkland system headquarters.

Parkland Regional Library System

Return on Municipal Levy

Based on 2021 & 2022 Budgeted Amounts



	2021	2022
Materials Allotment for Libraries (Books, DVD's, audiobooks, etc.)	\$249,546.00	\$256,396.00
Rural Library Services Grant	\$428,738.00	\$429,742.00
Technology (Hardware)	\$197,400.00	\$162,800.00
Postage (Reimbursement for Interlibrary Loan)	\$4,500.00	\$4,500.00
Software (For computers, ILS, etc.)	\$197,690.00	\$201,885.00
Rotating Collections (Large print, audiobook, programming kits etc.)	\$19,500.00	\$21,000.00
Internet (Connectivity provided to member libraries)	\$14,400.00	\$8,820.00
eContent (Platforms & purchases of eBooks, eAudiobooks, etc.)	\$101,200.00	\$135,600.00
Cooperative Collection Fund for Libraries	-	\$35,835.00
Marketing/Advocacy	-	\$20,000.00
Workshop/Training	\$14,000.00	\$14,000.00
Cataloguing Supplies	\$25,000.00	\$31,500.00
Contribution to Outlet Libraries*	\$800.00	\$800.00
Materials Discount (33% 2021 & 42% 2022)	\$82,350.18	\$107,686.32
Supernet (Fiber Optic connection provided by GOA to library system members)	\$370,022.00	\$370,022.00
Sub-total	\$1,705,146.18	\$1,800,586.32
Requisition	\$1,881,316.00	\$1,939,986.00
	91%	93%
Difference Between Levy & Direct Return	\$176,169.82	\$139,399.68

*\$200 each for Greenville, Henderson, Jones, Liberty, and Water Valley Branches

Brief Notes – September 2022

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on announcement from the Public Library Services Branch (PLSB) calculated at \$4.70 per capita.
- 1.2 The First Nations grant for reserve residents is calculated at \$10.25 per capita
- 1.3 Estimated requisition to municipalities to balance budget held at 2021 level \$8.55
- 1.4 Estimate, based on announcement from PLSB and calculated at \$5.55 per capita
- 1.5 Decreased slightly to reflect the anticipated returns on investments

SUPPORT MATERIALS & SERVICES DIRECT TO LIBRARIES

- 2.1 Estimate, based on announcement from PLSB - see 1.4 above
- 2.2 Reflects allotment rate of \$1.13 per capita
- 2.3 Based on actual costs and held at the 2021 level
- 2.4 Line slightly increased which includes the Polaris Integrated Library system maintenance agreement, purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, PRLS' management of wireless networks
- 2.5 New line - Cooperative Collection Fund – funds to allow Parkland staff to purchase physical materials (e.g. books and DVDs) for placement in member libraries with the intent of reducing interlibrary loans and improving the system-wide collection
- 2.6 Line increased due to demand for direct-to-patron electronic resources – for platform fees and subscriptions for eContent, an addition of an adult learning/skill development database
- 2.7 Funding provided through a provincial government grant program calculated at \$5.55 per capita for library service to the indigenous residents of Parkland's six First Nations reserves
- 2.8 For vendor freight costs for library materials, in-house collections, IT equipment and shipment of computers for repairs and/or replacement parts
- 2.9 Reduce significantly as negotiated by IT – includes an added benefit of increased bandwidth
- 2.10 Newly named, increased amount by combining funds from the eliminated line 3.9 and some funds from line 3.8 - used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS
- 2.11 Based on current population at \$0.30 per capita
- 2.12 Held at \$800 - operating funding provided to PRLS' four outlet libraries
- 2.13 Reduced slightly, based on actual
- 2.14 Held at \$4.500 - new in 2020 combines both ILL postage reimbursement to libraries and ILL's sent from HQ for libraries
- 2.15 Reduced, based on actual - used for purchasing library material processing items such as laminated book covers, cataloguing records, and multimedia cases
- 2.16 Held at 2021 level – for the operations of three cargo vans and two staff vehicles - anticipated maintenance costs for five vehicles and fuel, using an estimate of actual costs and considering variances for 2020

- 2.17 Held at \$14,000 - includes costs for all workshops, conferences, projects, and training activities for library managers and staff

PRLS Circulating Collections

- 2.18 Increased to \$5,000
- 2.19 Increase by \$10,000 to reflect materials allotment for the purchase of eContent which is in high demand
- 2.20 Held at 2021 amount
- 2.21 Held at 2021 amount
- 2.22 Reduced slightly

COST OF SERVICES

- 3.1 Reduced as 2021 costs includes Parkland's triannual LAPP Audit requirement – the 2022 amount is estimated and includes costs for an annual letter from PRLS' lawyer required for the audit process
- 3.2 Reduced slightly to \$1,600 - covers the cost of enhanced electronic banking services and cheques
- 3.3 Increased slightly to \$4,700 based on review of actual over a three-year period
- 3.4 Held at \$18,000 - actual cost for maintaining the new building are just estimates
- 3.5 Increased slightly to \$12,200 - to cover PRLS' cost to belong to membership organizations (e.g. The Alberta Library (TAL), Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), etc.)
- 3.6 Increased slightly - covers five vehicles, cyber insurance, and new building coverage etc.
- 3.7 Increased slightly to \$34,000 - for janitorial building maintenance including things such as carpet and window cleaning – also includes outside building maintenance, snow removal, and yard maintenance
- 3.8 Reduced to \$4,000 by moving funds for printing costs if an outside source is used for library publications/posters/etc. to line 2.10 Marketing/Advocacy – reflects lower fees per new photocopiers and estimated usage
- 3.9 Eliminated line and rolled budget amount into new line 2.10 Marketing/Advocacy
- 3.10 Decreased slightly reflects current staff levels
- 3.11 Decreased to reflect predicted costs for staff benefits based on current staff levels
- 3.12 Renamed – was Continuing Education- held at the 2021 amount
- 3.13 Increased slightly - based on a five-year review
- 3.14 Reduced due to acquiring a new phone system - includes line charges, toll free number, mobile telephones, and long-distance costs
- 3.15 Reduced to \$8,000 – based on 3-year review of actual expenses (COVID-19 restrictions considered)
- 3.16 Increased slightly in 2021 to \$34,000 - includes executive and advocacy committee meetings, external meetings for trustees and to support trustee activities
- 3.17 Based on actual in new building to date and then estimated – held at \$39,000

Complete Notes to the 2022 Budget

Proposed 2022 Budget Parkland Regional Library System

		Present Budget	
		2021	2022
Income			
1.1	Provincial Grants	990,831	992,621
1.2	First Nations Grant	145,602	145,602
1.3	Membership Fees	1,881,316	1,939,986
1.4	Alberta Rural Library Services Grant	428,738	429,742
1.5	Interest Income	32,000	28,500
TOTAL Income		3,478,487	3,536,451

Income – line details

1.1 Provincial Operating Grant:

for budgeting purposes, the provincial operating grant rate for regional systems is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2016 population statistics at \$4.70 per capita - this rate is subject to change annually.

1.2 First Nations Grant:

the First Nations (FN) grant from the PLSB is expected to be ongoing. It is calculated at \$10.25 per capita based on First Nations reserve populations found within Parkland's service area. The grant is to enable library services to FN reserve residents. The grant is composed of two grants. The \$4.70 system operating grant and the \$5.55 per capita operating grant. The \$4.70 is used to fund operations of the regional system. The \$5.55 per capita is to fund various First Nations initiatives. See line 2.7.

1.3 Membership Fees:

\$8.55 per capita – requisition to municipalities to balance the budget, no increase. This rate will be the same for three years in a row and is not sustainable indefinitely without affecting service.

*1.4 Alberta Rural Library
Services Grant:*

grant received from Alberta Municipal Affairs for service to rural residents and based on the PRLS membership agreement for those municipalities and municipal districts who do not appoint a library board – the grant is passed entirely to libraries as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2016 population statistics at \$5.55 per capita – see line 2.1 under Support Materials & Services Direct to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments and is slightly reduced for 2022.

Support Materials & Services Direct to Libraries		2021	2022
2.1	Alberta Rural Library Services Grant	428,738	429,742
2.2	Allotment Funds issued to Libraries	249,546	256,396
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maint. Agree. Software licenses	197,690	201,885
2.5	Cooperative Collection Fund	0	35,835
2.6	eContent Platform fees, Subscriptions	53,700	78,100
2.7	FN Provincial Grant expenses	78,839	78,839
2.8	Freight	1,800	1,800
2.9	Internet Connection Fees	14,400	8,820
2.10	Marketing/Advocacy	5,000	20,000
2.11	Member Library Computers Allotment	66,010	68,070
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,100	1,000
2.14	ILL Postage Reimbursement for libraries	4,500	4,500
2.15	Supplies purchased Cataloguing/Mylar	25,000	18,500
2.16	Vehicle expense	46,000	46,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	3,000	5,000
2.19	eContent	47,500	57,500
2.20	Large Print	10,000	10,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,500	4,000
TOTAL Support Materials & Services Direct to Libraries		1,257,123	1,345,787

Support Materials & Services Direct to Libraries - line details

2.1 Alberta Rural Library Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects allotment rate of \$1.13 per capita – held at 2017 level.

- 2.3 Cataloguing tools:* based on actual costs – held at 2021 level – includes a number of electronic resources such as Classification Web, RDA Tool kit, Web Dewey, and BookWhere: all of which are used to prepare books and other materials for libraries.
- 2.4 Computer Maint. Agree. Software Licenses:* for software maintenance agreements and subscriptions – line covers, but not limited to, the Microsoft suite of software for member library computers, website software, PRLS' management of wireless networks, PRLS' computer licenses, and licensed services for the Polaris integrated library system also includes small non-capital IT items as needed such as monitors and bar code scanners.
- 2.5 Cooperative Collection:* this is a new line and is designed to allow Parkland staff to purchase physical materials (e.g. books and DVDs) to augment the collections of member libraries. Based on interlibrary loan requests, and collection assessments Parkland can target spending so member library collections better reflect member library needs. Also, should other priorities occur in the future, such as increased demand for additional eContent, this line can be reduced without impacting member library allotment (line 2.2).
- 2.6 eContent Platform fees and Subscription fees:* increased to pay for platform fees for CloudLibrary and Overdrive, and subscriptions for the TAL core of eResource (includes 3 public library focused databases: Ancestry Library Edition, Consumer Reports, and Solaro (homework help)), along with CloudLinking, Novelist, Niche Academy, Audio Cine, Survey Monkey, Loomly, Cypress Resume, a new adult learning/skill building resource, and other eContent PRLS may acquire.
- 2.7 FN Provincial Grant Expense:* funding provided through a provincial government grant program calculated at \$5.55 per capita for library service to the indigenous residents of Parkland's six First Nations reserves.
- 2.8 Freight:* vendor freight costs for library materials, in-house collections, computers, IT equipment and shipment of computers for repairs and/or replacement parts – held at 2021 level.

*2.9 Internet Connection
Fees:*

for internet service provision to member libraries and HQ – reduce significantly due to a new contract negotiated by IT – includes an added benefit of increased bandwidth.

2.10 Marketing/Advocacy:

newly named, increased amount by combining funds from the elimination of line 3.9 and some additional funds from the photocopy/printing line 3.8 – used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS as mandated in Parkland's strategic plan.

*2.11 Member Library
Computers:*

income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

*2.12 Outlet - Contribution
to Operating:*

operating funds for Parkland's four outlet libraries, amounts set by board policy, up to \$200 annually, if a local library outlet's sponsoring society provides matching funds – held at \$800.

2.13 Periodicals:

reduced slightly based on actual, includes professional development publications and library journals.

*2.14 ILL Postage
Reimbursement
for Libraries:*

held at 2021 levels – reimbursement for items interlibrary loaned (ILL) by member libraries and ILL's sent for libraries from HQ's.

*2.15 Supplies purchased
Cataloguing/Mylar:*

reduced for 2022 - based on review of 3-year actual, line for purchasing library materials processing laminated book covers, cataloguing records, and multimedia cases.

2.16 Vehicle Expense:

includes fuel and estimates for fluctuation in fuel prices, anticipated maintenance and repair costs for the operation of five vehicles (3 cargo and 2 staff vehicles) includes tire replacements – held at 2021 amounts.

2.17 Workshop/Training:

includes costs for all workshops, conferences, projects, and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – held at 2021 amount.

PRLS Circulating Collections

- 2.18. Audiobook Materials:* increased due to demand – used to support the physical audiobook collection.
- 2.19 eContent:* increased due to demand for direct-to-patron electronic resources - includes allotment for RB Digital magazines, eBooks and eAudiobooks through CloudLibrary and Overdrive, and potentially other eContent.
- 2.20 Large Print Books:* held at 2021 level.
- 2.21 Programming Boxes:* held at 2021 level - to refresh and build new programming kits for programming in member libraries.
- 2.22 Reference Materials:* reduced slightly – to purchase limited amounts of reference material for use by member libraries and PRLS staff; eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2021	2022
3.1	Audit	17,400	16,500
3.2	Bank expenses	2,000	1,600
3.3	Bank Investment Fees	4,300	4,700
3.4	Building-Repairs/Maintenance	18,000	18,000
3.5	Dues/Fees/Memberships	11,750	12,200
3.6	Insurance	18,500	19,000
3.7	Janitorial/Outdoor maintenance expense	32,500	34,000
3.8	Photocopy	7,000	4,000
3.9	Publicity/Trade Show	4,100	0
3.10	Salaries	1,607,281	1,588,659
3.11	Salaries - Employee Benefits	354,497	349,505
3.12	Staff Development	20,000	20,000
3.13	Supplies/Stationery/Building	30,036	32,500
3.14	Telephone	12,000	8,000
3.15	Travel	9,000	8,000
3.16	Trustee expense	34,000	35,000
3.17	Utilities	39,000	39,000
TOTAL Cost of Services		2,221,364	2,190,664

Cost of Services – line details

- 3.1 Audit:* reduced as 2021 costs includes Parkland's triannual LAPP Audit requirement – the 2022 amount is estimated and includes costs for an annual letter from PRLS' lawyers required for the audit process.
- 3.2 Bank Expenses:* reduced slightly based on actual - to cover the cost of enhanced electronic banking services and cheques.
- 3.3 Bank Investment Fees:* fee for management of the RBC Dominion investment program – based on review of actual charges – increased slightly.
- 3.4 Building-Repair/Maintenance:* held at 2021 amount – costs are based on actual in new building since October 2020 then with estimated amounts for a year.

3.5 Dues/Fees/ Memberships:	for Parkland's membership in professional organizations; may include, but not necessarily be limited to: The Alberta Library (TAL), Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), American Library Association (ALA), and Alberta Public Library Administrators' Council (APLAC). Increased slightly to reflect actual.
3.6 Insurance:	this line has increased slightly to account for the addition of cyber insurance along with new building estimates. It includes the building, HQ's contents, PRLS' outlet libraries contents, five vehicles, general liability, bond and crime - based on a review of actual 3-year costs.
3.7 Janitorial/Outdoor Maint. Expense:	increased slightly to \$34,000 - for janitorial building maintenance including things such as carpet and window cleaning – also includes outside building maintenance, snow removal, and yard maintenance.
3.8 Photocopy:	renamed and reduced by moving funds for printing costs if an outside source is used for library publications/posters/etc. to line 2.10 Marketing/Advocacy – reflects lower fees per new photocopiers and estimated usage as well.
3.9 Publicity/Trade Show:	line eliminated with funds allocated to new line 2.10 Marketing/Advocacy.
3.10 Salaries:	reduced to reflect the current staffing level.
3.11 Salaries-Employee Benefits:	reduced to reflect predicted costs for staff benefits based on current staff levels and being provided full benefits including, but not limited to, LAPP and Blue Cross.
3.12 Staff Development:	renamed - funds PRLS staff to attend workshops, seminars, technology/training courses, mental wellness events, conferences and other continuing education activities – held at \$20,000.

*3.13 Supplies/Stationery/
Building:*

based on a 3-year review - includes, but not limited to, book-related supplies such as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, also building and stationery supplies - increased slightly to account for regional library system swag shifted from eliminated line 3.9.

3.14 Telephone:

reduced due to acquiring a new phone system - includes line charges, toll free number, mobile telephones, and long-distance costs.

3.15 Travel:

includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.505 per km to staff when they are unable to use the PRLS staff vehicles) - based on actual and estimates, reduced to \$8,000.

3.16 Trustee Expense:

increased slightly to account for a 10-member Executive Committee and a 10-member Advocacy Committee meeting 8 or 9 times a year, includes \$100 half day/\$200 full day honorarium and mileage for committee meetings (includes meetings the board members attend on PLRS' behalf).

3.17 Utilities:

based on actual since moving into the new building in October 2020 and then estimated for a full year - held at 2021 level of \$39,000.

Proposed 2022 Budget

PARKLAND REGIONAL LIBRARY SYSTEM

	Present Budget 2021	Proposed Budget 2022
TOTAL Income	3,478,487	3,536,451
TOTAL Support Materials & Services Direct to Libraries	1,257,123	1,345,787
TOTAL Cost of Services	2,221,364	2,190,664
TOTAL Expenses (library materials & cost of service)	3,478,487	3,536,451
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.55

Budget Supplement

Explanation points to the 2022 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing one new vehicle in 2022 (estimated at \$33,500). The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2022

Explanation points to the 2022 Budget dealing with Capital Assets, Amortization and Reserves

In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME		2022
Amortization Reserve (does not include building residual)		
Anticipated funds required to cover current portion of amortization expense from reserve w/o building amortization <i>(actual amount will be affected by asset disposals during the year)</i>	\$79,582	A
Vehicle Reserve		
Anticipated funds required to purchase new vehicles <i>(actual amount will be based on exact purchase price in the year)</i>	\$33,500	B
Technology Reserve		
Anticipated funds required for Technology purchases <i>(May included Member libraries computers, wireless equipment, SuperNet CED units, PRLS assets) (Estimated capital PRLS assets - 2022, \$68,800 -B)</i>	\$162,800	B
	\$275,882	
2 INCOME FROM THE SALE OF CAPITAL ASSETS		
Vehicle selling price <i>(actual amounts will be based on exact selling price in the year)</i>	\$5,000	C
	\$5,000	
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES		
Amortization Reserve		
Residual Amortization anticipated - PRLS assets <i>(actual amounts will be based on exact purchase amounts in the year)</i>	\$68,541	B
Vehicle Reserve		
Proceeds from the sale of vehicles <i>(actual amounts will be based on exact selling price in the year)</i>	\$5,000	C

Technology Reserve	\$68,070
Budgeted for member library computers	
	\$141,611

4 CAPITAL ASSET EXPENSE ALLOCATION

Current year Amortization estimated - PRLS Assets	\$33,759	B
<i>(actual amounts will be based on exact purchase amounts in the year)</i>		
Amortization expense anticipated (w/o building amount)	\$79,582	A
<i>(actual amount will be affected by asset disposals during the year)</i>		
	\$113,341	

ADMINISTRATION REPORT



Date: September 17, 2021 RFD 21-57
Memo To: Village Council
From: Michelle White
Subject: Ambulance Dispatch Advocacy

1. **PURPOSE** – To determine if Council would like to join the City of Red Deer in advocating to have Ambulance dispatch services returned to Red Deer from the AHS South Communications Center.
2. **BACKGROUND** – See attached letter from Mayor Veer.
3. **OPTIONS** –
 1. To pass a resolution and send advocacy letters on the matter (see attached samples)
 2. Any combination of options presented in #1 (letter or resolution etc.)
 3. To accept this report as information
4. **DISCUSSION** –
5. **FINANCIAL IMPLICATIONS** – No costs associated with the options listed above. It is unknown if there would be any financial implications to the Village as a result of centralizing dispatch services.
6. **LEGAL** – MGA s. 3 “The purposes of a municipality are
 - (b) to provide services, facilities or other things that in the opinion of Council, are necessary or desirable for all or a part of the municipality,
 - (c) to develop and maintain safe and viable communities, and
 - (d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.”
7. **POLITICAL/PUBLIC IMPLICATIONS** – This matter has both public and political implications. Arguments have been made regarding the impact to response times for centralizing dispatch services and problems with communications re ambulance to fire etc. Politically speaking, this subject has resulted in a collaborative approach to advocacy from a significant number of municipalities across the province.
8. **OTHER COMMENTS** –
9. **RECOMMENDATIONS** – If Options #1 or #2 are chosen, there is a draft resolution attached. Please advise administration if you would like any changes made to the wording of the resolution and/or draft advocacy letters.

Author

Subject: Emergency Ambulance Dispatch Advocacy Kit

Hello Mayors,

As you know, Red Deer and regional ambulance dispatch was consolidated into the AHS South Communications Centre in Calgary on January 12, 2021. Since that time, several incidents have caused delays in response to patient care because of outages, delays, and/or AHS not recognizing our fire medics as providing essential medical emergency care.

A number of mayors and municipalities continue to advocate to the Premier and the Minister of Health to return ambulance dispatch to our communities. As your residents continue to be affected by ambulance dispatch consolidation, the Premier must hear from more communities raising concerns with ambulance dispatch consolidation.

As a Mayor within the Red Deer Dispatch Centre region, I have provided some information that may help your council and your municipality further advocate this issue. Included are:

- A draft resolution that your council can consider. If you have already adopted a resolution to this effect – thank you for your continued advocacy efforts
- A draft letter that can be directed to Premier Jason Kenney and your local MLA. Even if you have written before, a renewed letter of support for this position is instrumental
- A draft news release outlining your advocacy efforts
- A technical briefing on work taken place to date by Alberta EMS Dispatch Integration Working Group (AEDIWG) prepared by our Acting General Manager of Development & Protective Services and Fire Chief Ken McMullen dated June 15, 2021. Chief McMullen has offered to make himself available if any of the regional municipalities or councils would like a further briefing

This advocacy effort transcends the terms of our Councils. I recognize we are coming up to a municipal election and many municipalities may not have the time left in their schedules to proceed. However, time is of the essence. If you are not able to proceed before the end of this Council term, I urge you to help facilitate it for discussion after your new Council is sworn in.

If you would like to discuss further, I invite you to contact my office at 403.342.8154.

Sincerely,
Mayor Tara Veer

cc: Red Deer City Council
Tara Lodewyck, Interim City Manager
Sean McIntyre, Chief of Staff
Naheed Nenshi, Mayor of Calgary
Don Scott, Mayor of Fort McMurray
Chris Spearman, Mayor of Lethbridge

Emergency Dispatch Motion Draft

WHEREAS on January 12, 2021, emergency ambulance dispatch was fully consolidated into the Alberta Health Services (AHS) provincial dispatch system. This removed it from the four integrated satellite centres, which were used to assist in providing this vital health service. Since the move to a total provincial dispatch system, there have been several cases of increased response times and technical errors, which put Albertans' lives at risk;

WHEREAS the Alberta integrated satellite centres dispatch approach is proven to be an effective system in delivering prompt, efficient, and accurate emergency dispatch to the residents of Alberta;

WHEREAS past centralizations have degraded emergency response, but as this is the final consolidation, further consequences will be experienced by Albertans; and

WHEREAS many municipalities have experienced numerous errors and delays that affected emergency response times. These errors would not have occurred under the integrated satellite model. It is clear that AHS alone cannot meet the emergency dispatch demands for Alberta, thus putting lives at risk.

IT IS THEREFORE RESOLVED that [Municipality] Council advocate to the Government of Alberta and the Minister of Health to undertake an independent third-party review of the AHS emergency ambulance dispatch system and to investigate the increase in dispatch delays, ambulance response times and the technical outages that have occurred since January 12, 2021.

BE IT FURTHER RESOLVED that Alberta Health Services publically release statistical data quarterly on response times and performance measures metrics to ensure Provincial Standards are met.

BE IT FURTHER RESOLVED that the Council of [Municipality] reaffirm our request to the Minister of Health to overturn AHS' proposal to consolidate ambulance dispatch in the interest of the health and safety of [Municipality], Central Albertans, and all Albertans.

Template – insert logo here

Date, 2021

Call to the Provincial Government to immediately reverse the decision of centralized emergency dispatch

(Municipality, Alberta) – For the health and safety of all Albertans, the municipality of [redacted] formally calls on the Provincial Government to hear the concerns of municipalities across our province, joining the efforts of Red Deer, Calgary, Lethbridge and the Regional Municipality of Wood Buffalo. We call on the Members of Legislative Assembly to push for immediately pause and overturn the decision made by Alberta Health Services to consolidate EMS dispatch.

"We strongly dispute the effectiveness of this consolidated system, and we are disappointed that the Provincial Government has not heard the concerns echoed across Alberta municipalities," said [redacted]. "We are asking all Members of the Legislative Assembly to continue to do what is best for Albertans in the name of health and safety."

The overriding concern remains the degradation of dispatch, on-scene response times and patient outcomes for citizens and Albertans in general. For this reason, in an effort to protect the health and safety of all citizens, our community continues to oppose the consolidation of our ambulance dispatch services.

To support such, last night City Council passed the following motion: *<remove if not used>*
RESOLVED that [Municipality] Council advocate to the Government of Alberta and the Minister of Health to undertake an independent third-party review of the AHS emergency ambulance dispatch system and to investigate the increase in dispatch delays, ambulance response times and the technical outages that have occurred since January 12, 2021.

BE IT FURTHER RESOLVED that Alberta Health Services publically release statistical data quarterly on response times and performance measures metrics to ensure Provincial Standards are met.

BE IT FURTHER RESOLVED that the Council of [Municipality] reaffirm our request to the Minister of Health to overturn AHS' proposal to consolidate ambulance dispatch in the interest of the health and safety of [Municipality], Central Albertans, and all Albertans.

Since the consolidation of EMS dispatch, each region has experienced significant issues, in varying degrees with the consolidated service. Our residents continue to be affected by ambulance dispatch consolidation, every day.

"We will continue to fight for local dispatch for our citizens' health and safety," said [redacted], "The longstanding impacts of this decision will be difficult to recover from in terms of patient care and outcomes at a time when it is needed the most."

Removing local, integrated EMS dispatch has hurt the health and safety of Albertans and impacted patient outcomes across our province. We invite all Albertans to call on the Premier to step-in and return emergency dispatch services to local jurisdictions. Additionally, we again request that a third-party external review of the EMS dispatch system be conducted to provide recommendations to improve Alberta's emergency services, and to ensure transparency and accountable in sharing data and communication with partner municipalities.

- end -

For more information, please contact:

<insert contact information here>

September XXX, 2021

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

Re: Ambulance Dispatch Consolidation

Dear Premier Kenney:

On behalf of [Municipality] Council, I am writing today to continue pressing the need to abandon the Alberta Health Services (AHS) Consolidated Model of dispatch and return to the Integrated Model of dispatch.

On [Date], Council passed the following motion:

[text of motion]

Our overriding concern remains the degradation of dispatch and on-scene response times and patient outcomes for our citizens and Albertans in general. For this reason, in an effort to protect the health and safety of all citizens, our community continues to oppose the consolidation of our ambulance dispatch services.

Alberta Health Services (AHS) continues to rely on a 12-year-old plan to support its position on the consolidation of ambulance dispatch. The AHS plan is outdated and does not recognize the critical role regional dispatch centres play in emergency services, nor does it recognize the integrated emergency services model provided in Red Deer, Lethbridge, RMVVB and other communities across Alberta. Emergency patients' health and safety cannot be managed by a plan that fails to consider new information, advances in technology, or the role life-saving fire personnel play in emergencies.

As you consider the future of ambulance dispatch in our province, I urge you to take the following steps moving forward:

- Develop an updated modern ambulance dispatch plan
- Undertake a third-party review of the provincial ambulance dispatch system
- Establish regional integrated ambulance dispatch services

- Ensure AHS be transparent and accountable in sharing data and communication with partner municipalities

We will continue to fight for local dispatch for our citizens' health and safety. The longstanding impacts of this decision will be difficult to recover from in terms of patient care and outcomes.

Thank you for your consideration of this critical issue related to the health, safety, and well-being of citizens in [Municipality]. I would be pleased to discuss any of the issues identified to mitigate risk of a consolidated dispatch and invite you to contact my office.

Sincerely,

[Name]
Mayor of [Municipality]

Emergency Ambulance Dispatch
Presentation for
Red Deer City Council

by
Ken McMullen
Acting General Manager
Development & Protective Services

June 15, 2021

Background and Overview

- **August 4, 2020** – Alberta Health and Alberta Health Services announces AHS EMS Consolidation. (The City of Red Deer, City of Lethbridge, City of Calgary and Regional Municipality of Wood Buffalo).
- Advocacy throughout to overturn the decision to consolidate EMS dispatch.
- **January 12, 2021** - AHS EMS Dispatch Consolidation occurred in The City of Red Deer.
- **January 27, 2021** – Letter to Tyler Shandro, Minister of Health from Mayor Veer requesting further dialogue on transition concerns.
- **February 16, 2021** – Tyler Shandro, Minister of Health notifies the Mayors that a formal provincial table will be established to support the transition to the provincial Integrated EMS dispatch system.

Alberta EMS Dispatch Integrated Working Group (AEDIWG)

- Representatives from Alberta Health, AHS and Municipal Partners to meet weekly and conversations are facilitated by Assistant Deputy Minister of Alberta Health.
 - First Chair ADM John Cabral March 18, 2021 – April 16, 2021
 - Incumbent Chair, ADM Evan Romanow – April 16, 2021 – Present
- **March 19, 2021** – AEDIWG met for the first time to review the Terms of Reference and agreed to providing recommendations to the Minister of Health on a number of issues including but not limited to:
 - Access to real time data (I/Netviewer),
 - Process for sharing ambulance statistics with municipal partners,
 - Municipal 911 dispatch centers ability to listen in on EMS dispatch calls, and
 - Process for sharing time and accurate mapping data between dispatch centres.

Alberta EMS Dispatch Integrated Working Group Municipal Recommendations

- Municipal partners have presented the following recommendations:

April 1, 2021:

- Real time operations data.

April 9, 2021:

- Recommendations for sharing timely and accurate mapping data.

April 16, 2021:

- Recommendations for sharing ambulance statistics.

April 30, 2021:

- Trends in EMS dispatch since transition.

4

April 1 speaking notes:

Recommendation – Municipal Affairs or the Alberta E911 Advisory Association (AEAA) oversee the development of co-evaluating protocols based on interagency workflows and event types.

Recommendation #2 – a third party be assigned to integrate AHS technology with PSAP existing systems and develop standard operating procedures.

Recommendation #3 – AEAA consider developing standards for secondary PSAPs and third party evaluation 90 days following consolidation of AHS services.

April 9 speaking notes:

Municipalities are challenged with a lack of information sharing and real time situational awareness on shared event types. The provincial model should consider adapting to the unique jurisdictional concerns of PSAPs and utilize technology to its fullest potential.

Lack of real time situational awareness around availability and location of EMS resources.

When crews are on scene and requiring additional resources, we have no way of knowing if there are EMS resources available and, if so, how far away from scene they might be. If additional EMS units will be delayed, often Advanced Life Support Fire resources will be dispatched to assist. Communicating by phone to AHS

dispatch creates a delay in this decision making process. Having real time mapping/iNetviewer access to see the resource availability alleviates this situation. Leduc High School stabbing – second closest ambulance was in Wetaskiwin. Second closest ALS engine was 4 minutes away. Knowing this information would have been helpful in this situation.

Fire Department Incident Commanders need to be able to request additional EMS resources. AHS CCC have articulated to us that fire departments are not able to request additional EMS resources; these resources must be requested by EMS units. This is unacceptable. The Incident Command System (ICS) dictates that an Incident commander needs to be able to request additional resources from any agency at any time. Furthermore, firefighters in our community are advanced care paramedics. It makes no sense to us that they would be able to request additional EMS units one day (when they are working on an ambulance) and not the next (when they are working on a firetruck). Again, having the situational awareness, and knowing which resources are available and their locations would be helpful. This exact situation, as described, happened during the Leduc incident.

Lack of situational awareness on shared event types, such as motor vehicle collisions and structure fires.

We are unsure of number of EMS units assigned or their locations for shared event types. For example, on [REDACTED] called in an MVC on [REDACTED] and requested fire response. EMS cleared scene after finding no issue, but failed to stand down fire. Fire continued to scene to find no incident. Real time awareness of EMS unit location would have mitigated unnecessary response.

We continue to hear from our AHS partners on inquiries brought forward that the end result did not negatively impact to patient outcome. It is our position that we should shift our focus from outcome and instead on process improvement. To better ensure that future patient outcomes are not negatively affected, opportunities exist through implementing the learnings and educating based on the findings of the inquiries to investigate and understand errors or good things done during an event to change and adapt to serve future patients. Learning opportunities will only improve the system.

The municipalities concerns regarding addressing and information sharing is not specific to the absence of information within the current system, rather more related to skills and experience obtained from geographic knowledge.

We want to help, so help us help.

We ask that AHS accept assistance from PSAPS as it relates to difficult locations and use PSAP validated addresses if available and encourage the practice of having the PSAP call taker stay

on the line until the address is validated in the AHS system.

Robust address verification and information sharing standard operating procedures should be developed.

The Municipal Representatives is recommending a technology solution that allows automatic sharing of pertinent information to be transferred with the caller. Data updates to ensure maps are updated between agencies and allowing for ambulance location information to be available alongside fire apparatus will support positive patient outcomes and allow municipalities the ability to better manage the timely dispatching of available resources.

April 16 speaking notes:

At the April 9th meeting of the working group, AHS provided an overview of their quality framework.

While we agree with the framework in principle, we have since discovered there are gaps in the practice and the level of representation needs to be addressed.

Therefore, the municipalities representatives recommends that a third party, such as the International Academy of Emergency Dispatch conduct a review of Alberta Health Services and the municipalities post transition of Emergency Medical Services dispatch to ascertain that agencies are meeting accredited benchmark standards.

Following the evaluation, the results be submitted to the Minister of Health in the form of a public document. It is recommended that this 3rd party evaluator be used on a regular basis and a more robust quality assurance process be developed for all Albertans to share comments and feedback to the service provider (AHS)

Citizens expect transparency in the emergency services they receive.

Municipalities report on emergency service delivery to the communities we serve.

Citizens do not understand that emergency medical dispatch is outside of the municipalities scope.

AHS has siloed Emergency Medical Services with no checks and balances put in place.

Citizens want answers as evidenced in the most recent Cochrane Now article.

A list of metrics from AHS would allow for a thorough analysis which could assist in identifying trends that are impacting the citizens within our communities.

The Municipal Representatives is recommending that AHS provide accurate and timely data in the form of key performance indicators, as identified in the International Academy of Emergency Dispatch accredited standards, to individual municipalities through the Ministry of Municipal Affairs.

This data would allow each municipality to view community trends as Primary PSAPs as well as EMS operators as an integral component of the EMS Dispatch System.

- KPI's according to IAED Standards, and Time Metrics for the whole EMS incident
 - Time of Call Answer at AHS or PSAP
 - Time of Address Verification
 - Time of Dispatch
 - Time of MFR request
 - Unit response times – enroute, arrived, transporting, available mobile etc.
 - Incident number

Additional notice with Code Reds / low resources. Either a CAD2DCAD notice or other automatic notice based on business rules

the request for data in spreadsheets vs PDF so that municipalities have an ability to complete data analysis

April 23 – note that the AEDIWG reviewed the action log and recommendation table. No presentations at that time.

April 30 speaking notes:

Throughout our working group conversations, it has come to light that since EMS dispatch consolidation on January 12th and 19th, 2021 there have been numerous incidents that are trending in an alarming direction. As a collective, these are causing us concern both for our own municipalities and for all Albertans. These issues include:

- Addressing errors; and
- Delays in dispatching Medical First Response (MFR); and
- Safety alerts; and
- Protocol deviations.

AHS has publically assured Albertans that they will not notice any change in EMS dispatch service:

“This project improves the way EMS resources, including ambulances, are dispatched. It is more efficient, and allows for better coordination of all provincial EMS resources.”

“While people who call 911 will notice absolutely no change, this allows us to be far more efficient in dispatching and controlling our EMS Resources.”

Darren Sandbeck, Senior Provincial Director and Chief Paramedic with AHS EMS.

Source: AHS - EMS dispatch now under provincial umbrella - Feb 11, 2021

Regardless if it is one instance or a pattern demonstrating negative patient outcomes, it is the responsibility for EMS Dispatch, Fire Fighter / Paramedics, Alberta Health and AHS, as a collective, to deliver exceptional service to Albertans each and every day.

As municipal partners we will continue to engage AHS and Alberta Health at this provincial table, to address these concerning trends and work together to ensure that EMS dispatch services continue to exceed accredited and industry standards for all Albertans.

Recommendations:

- Standard operating procedures for robust address verification and timely information sharing processes
- Ambulance location information to be available alongside fire apparatus position for timely dispatching of available resources
- External accredited auditors to review adherence to the International Academy of Emergency Dispatch standards

Alberta EMS Dispatch Integrated Working Group

Key Points

- **April 26, 2021** - Municipal partners submit a letter to their elected officials requesting they re-engage in a dialogue with Tyler Shandro, Minister of Health.
- Incidents trending in an alarming direction:
 - Addressing errors
 - Delays in dispatching Medical First Response (MFR)
 - Safety Alerts
 - Protocol Deviations

5

Speaking notes: The rationale behind the letter from the municipal partners requesting that their elected officials re-engage in a dialogue with Minister Shandro as the degradation of service has been in a declining trend since consolidation.

- Give examples of each –
- Addressing – Incorrect address, Dispatching MFR – Leduc / McGrath
- Safety Alerts – Missing Covid 19 positive cases / residency.
- Protocol Deviations -

Alberta EMS Dispatch Integrated Working Group Key Points

- **May 14, 2021** – AEDIWG convened for a half day session. AHS provided presentations on:
 - South Communications Centre virtual tour.
 - Dispatch medical review committee.
 - Role of the Dispatch Medical Director and QI/QA processes.
 - OLMC Physicians in dispatch.
- Alberta Health will draft the recommendation report for the working group committee members to review.
- **May 21, 2021** – Working group meets to discuss the draft report. Municipal partners are granted additional time for review on the report.

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- Although scheduled in the agenda the municipal partners were not able to discuss the I/Netviewer briefing note. - Included recommendations and rationale of the importance to have access to I/NetViewer.
- AH agreed to draft the recommendation report and provide to all WG members for Monday May 17 for review and comments to be discussed at the May 21st meeting.
- **May 19 2021** – the municipal partners received the draft report with mark ups / comments from AHS non core members and was evident that AHS was given the report prior to the municipalities and not at the same time. The comments were provided by AHS SME's and was written in an unilateral viewpoint that did not accurately capture the discussion of the WG and the recommendations put forward and if there was consensus.
- The municipal partners responded directly to ADM Romanow requesting additional time to review the document and provide edits and feedback to demonstrate a transparent and factual representation of the WG outcomes.
- The municipal partners agreed to meet on may 21st to discuss the report with AH and AHS. Additional time was given for the municipal partners to have their SME's review and provide feedback at the May 28th meeting .

Alberta EMS Dispatch Integrated Working Group Key Points

- **May 28, 2021** – AEDIWG convenes to discuss the recommendation report and as directed by ADM Romanow, the final report is to be submitted to Minister Shandro for Monday May 31, 2021.
- **May 31, 2021** – AH provided an updated report to the municipal partners for final review.
- **June 3, 2021** – Municipal partners request a copy of the report sent to Minister Shandro.
- **June 11, 2021** – Working group members to reconvene to discuss next steps for a collective outcome, performance indicators and a proposed external review.

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- Due to the size of the report (11 pages) and the time for 4 municipalities to review the partners were only able to get the first 3 pages completed for discussion and were prepared to review section by section to have a report that equally and fairly represents the discussion and recommendations agreed upon by the WG.
- No extension was granted and ADM Romanow clearly stated that the due date for the completed report would be Monday May 31 2021. AH agreed to make edits as per the request of the municipal partners and included a table and noted some changes in preamble.
- The updated report had minimal changes and it was under the impression the report would be submitted "as is" with a notation that the 4 municipal partners do not support the report or recommendations. Municipal partners request a third party review as the report was written unilaterally supporting AHS.

Alberta EMS Dispatch Integrated Working Group Municipal Partners – Next Steps

- Prepare an alternate recommendation / strategic improvement report and to provide it to their elected officials.
- Continue to track and provide examples of the degradation of service to elected officials.
- Municipal partners continue to partake in AHS monthly meetings, to review calls and address dispatching issues.

5

- Dependent on the report progress for the recommendation / strategic improvement report the municipal partners are prepared to provide their own report with full transparency of recommendations put forward.
- Municipal partners continue to attend AHS monthly meetings to review calls and also participate in the process of bringing forward calls of concern.
- We continue to track incidents and provide a weekly report. Calls of concerns have been brought forward to AHS, however, no follow up on a resolution process.

ADMINISTRATION REPORT



Date: September 21, 2021
Memo To: Village Council
From: Michelle White
Subject: Security Cameras

RFD 21-60

1. **PURPOSE** – To determine if Council would like to include costs for security camera upgrades etc. in the 2022 operating budget.
2. **BACKGROUND** – We have been working on adding security cameras to our existing system since late 2018. We contracted Monster Controls to finish the project for us, and they were able to get the remaining 2 cameras in place for us this year. GL 2-26-00-00-510 (Bylaw – General) had \$10,000 in the 2021 budget year – actual spent YTD is \$9,149.44.
3. **OPTIONS** –
 1. To remove the budgeted amount from Bylaw - General
 2. To reduce the amount budgeted in Bylaw – General
 3. To accept this report as information, which would leave Bylaw – General with a budget of \$10,000 to be used for security camera costs in the 2022 budget year
4. **DISCUSSION** – Though a significant amount of work was done in 2021 in the attempt to finish the project, we were informed there is not a sufficient 'line of site' to have the remaining 2 cameras bounce a signal back to the office. The camera at the intersection of 47th & Hwy 12 and the Pacific St. camera would need to have their signals bounced off a repeater station that would be housed on Rahr. Without completing this step, the cameras are functional, but not recording.

The new repeater station junction box being proposed would have additional capacity for more cameras to use at a later time if Council decided to increase the number of cameras down the road. Monster said it would function well for a camera anywhere in the Village, including the subdivision, once installed.
5. **FINANCIAL IMPLICATIONS** – The estimated cost to complete the project is \$6,531.53.
6. **LEGAL** – None
7. **POLITICAL/PUBLIC IMPLICATIONS** –
8. **OTHER COMMENTS** – On a related note, we have been working with Telus to find out what our options are for security services at Railway House. They took the initiative to supply us with a quote for replacing/installing 8 new cameras on Railway House as the current cameras are grainy and the lens guards are sun damaged. The quote for parts & labour came in at \$4,575.
9. **RECOMMENDATIONS** – Option #3

"that the Village of Alix Council hereby accepts RFD 21-60, Security Cameras, as information."



Author

2022-2025 INTERIM OPERATING BUDGET NOTES

- No change has been made to the municipal portion of the mill rate in preparation of the 2022 Interim Operating Budget.
- Alberta School Foundation Fund (ASFF) requisition will not be known until spring of 2022 so it has not been changed in the current draft of the budget. Since the amount of ASFF paid out matches the amount we collect, if there are changes in the coming year(s) it will not affect our bottom line.
- Wage and benefit categories have not been adjusted in this draft of the budget. I would like the opportunity to speak with Council in a Closed Meeting on this topic before calculating any changes.
- Utility rate review – The following table is based on 2020 actual amounts without including amortization, capital expenses or transfers to reserves.

	Revenue	Expense	Difference
Water	\$310,064	\$294,551	\$15,513
Sewer	\$244,459	\$181,336	\$63,123
Garbage	\$164,535	\$151,656	\$12,879

The Village is getting closer to “full cost accounting” for utilities and this is very good news. Since 2018 Council has been making contributions to sewer reserves. That is the purpose of collecting more than the annual operating expenses, to build up health reserves for when capital project work is done. With the expected savings from the new garbage contract next year, the surplus is expected to double to \$24,650. I recommend Council consider lowering the monthly garbage collection fee and increase the water rates. This will result in no significant net effect to residents, but will shift funds to the water category where they are needed. A surplus of \$15,000 would disappear with one water line break, I suggest the cushion there could be increased.

If the flat fee for garbage is reduced from \$25/month to \$22.50/month, it would result in approximately \$13,500 decreased revenue. This would mean approximately \$11,000 surplus in garbage for 2022 based on 2022 forecasted budget numbers.

Water flat fees could then be increased from \$35/month to \$37.50, generating approximately \$13,500 more revenue in the water category.

The reason for suggesting this is that there is no capital infrastructure to maintain for the provision of garbage services beyond the annual Regional Commission fees. If Council decides to proceed with changes to the utility fees, the Utility Bylaw will need to be amended.

- There is still a \$10,000 budget amount in GL 2-26-00-00-510 Bylaw – General for security camera work in 2022. If Council decides not to proceed with the work, that amount can be taken out of the budget.
- Old Fire Hall revenue and expense amounts have been removed from the budget going forward. The sale should be finalized by year end.
- Debenture principle payments will need to be factored into the surplus amounts show on the 2022-2025 draft budget. It is shown at the end of the 2021 – 2022 budget comparison.

2021 Approved Operating Budget		YTD Sept 29, 2021	2021 Budget	2022 Draft Budget
GENERAL REVENUE				
1-00-00-00-110	Gen - Residential Taxes	(631,636.08)	(631,636.08)	(631,636.08)
1-00-00-00-112	Gen - Non-Residential Taxes	(269,705.08)	(267,430.87)	(267,430.87)
1-00-00-00-113	Gen - Machinery & Equipment Taxes	(497,856.22)	(497,856.22)	(497,856.22)
1-00-00-00-120	Gen - AB School Foundation Taxes	(149,412.03)	(149,412.30)	(149,412.30)
1-00-00-00-130	Gen - AB School Fdn Taxes Non Res	(61,869.00)	(61,980.40)	(61,980.40)
1-00-00-00-140	Gen - Seniors Requisition	(6,182.40)	(6,184.00)	(6,184.00)
1-00-00-00-150	Gen - DIP Requisition	(107.49)	(107.51)	(107.51)
1-00-00-00-190	Gen - Linear	(23,120.44)	(25,926.49)	(25,926.49)
1-00-00-00-200	Gen - Fed/Prov Grants in Lieu of Tax	(1,828.83)	(1,828.83)	(1,828.83)
1-00-00-00-510	Gen - Penalties and Cost Tax	(33,294.83)	(28,000.00)	(30,000.00)
1-00-00-00-511	Gen - Penalties and Costs Utilities	(4,070.97)	(5,400.00)	(5,200.00)
1-00-00-00-540	Gen - ATCO Franchise Fee	(6,358.19)	(12,000.00)	(12,000.00)
1-00-00-00-541	Gen - FORTIS Franchise Fee	(62,496.63)	(92,500.00)	(92,500.00)
1-00-00-00-550	Gen - Investment Income	(6,797.06)	(9,600.00)	(9,600.00)
1-00-00-00-600	Gen - Gain/Loss on Disposal of Assets			
1-00-00-00-990	Gen - Misc. Revenue	(160.27)	(500.00)	(1,500.00)
1-00-99-00-000	Gen - Ambulance Grant			
		(1,754,895.52)	(1,790,362.70)	(1,793,162.70)
GENERAL EXPENSE				
2-00-00-00-700	Gen - Alberta School Requisition	105,297.88	211,468.00	211,468.00
2-00-00-00-701	Gen - Lacombe Foundation Requisition	6,184.00	6,184.00	6,184.00
2-00-00-00-702	Gen - Ambulance Requisition		-	
2-00-00-00-704	Gen - DIP Requisition		107.51	107.51
		111,481.88	217,759.51	217,759.51
COUNCIL REVENUE				
1-11-00-00-840	Legislative - Provincial Grants (Election)	(2,000.00)		
1-11-00-00-990	Legislative - General Revenue	(493.60)	(1,000.00)	(1,000.00)
		(2,493.60)	(1,000.00)	(1,000.00)
COUNCIL EXP				
2-11-00-00-150	Legislative - Council Fees		-	
2-11-00-00-210	Legislative - Travel & Subsistence		-	
2-11-00-00-211	Legislative - Training & Registration	2,058.50	2,000.00	1,000.00
2-11-00-00-231	Legislative - Legal Fees		-	-
2-11-00-00-270	Legislative - Insurance	700.00	700.00	700.00
2-11-00-00-290	Legislative - Election Costs	232.04	4,000.00	-
2-11-00-00-295	Legislative - Council Recognition		500.00	-
2-11-00-00-590	Legislative - General Council Expenses	171.60	1,000.00	1,000.00
2-11-11-00-150	Leg - Fehr Council Fees	4,700.00	9,500.00	9,500.00
2-11-11-00-210	Leg - Fehr Travel & Subsistence		2,350.00	2,350.00
2-11-11-00-211	Leg - Fehr Training & Registration	50.00	1,000.00	1,000.00
2-11-15-00-150	Leg - Besuijen Council Fees	3,400.00	7,000.00	7,000.00
2-11-15-00-210	Leg - Besuijen Travel & Subsistence	96.42	700.00	700.00
2-11-15-00-211	Leg - Besuijen Training & Registration		1,000.00	1,000.00
2-11-16-00-150	Leg - Gilliat Council Fees	4,000.00	8,500.00	8,500.00
2-11-16-00-210	Leg - Gilliat Travel & Subsistence	257.02	1,200.00	1,200.00
2-11-16-00-211	Leg - Gilliat Training & Registration		1,000.00	1,000.00
2-11-17-00-150	Leg - Soltermann Council Fees	3,300.00	7,000.00	7,000.00
2-11-17-00-210	Leg - Soltermann Travel & Subsistence		700.00	700.00
2-11-17-00-211	Leg - Soltermann Training & Registration		1,000.00	1,000.00
2-11-18-00-150	Leg - Cole Council Fees	3,000.00	7,000.00	7,000.00
2-11-18-00-210	Leg - Cole Travel & Subsistence	36.10	1,200.00	1,200.00
2-11-18-00-211	Leg - Cole Training & Registration		1,000.00	1,000.00
		22,001.68	58,350.00	52,850.00
ADMIN REV				
1-12-00-00-490	Admin - Office Services	(1,235.00)	(1,300.00)	(1,300.00)
1-12-00-00-520	Admin - Business Licenses	(3,100.00)	(3,100.00)	(3,000.00)
1-12-00-00-560	Admin - Building Rental/Other			
1-12-00-00-564	Admin - Rental Revenue	(9,232.85)	(13,800.00)	
1-12-00-00-600	Admin - Gain/Loss on Assets	8,888.89		
1-12-00-00-840	Admin - Provincial Gov Grants			

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1-12-00-00-841	Admin - Mun. Sustain Grant		-	
1-12-00-00-920	Admin - Transfer From Reserve			
1-12-00-00-990	Admin - General Revenue	(2,450.00)	-	
		(7,128.96)	(18,200.00)	(4,300.00)
ADMIN EXP				
2-12-00-00-110	Admin - Salaries	190,344.07	259,400.00	259,400.00
2-12-00-00-130	Admin - Benefits	58,203.46	74,000.00	77,500.00
2-12-00-00-210	Admin - Travel & Subsistence	104.31	1,500.00	1,000.00
2-12-00-00-211	Admin - Training & Registration Fees	265.00	2,000.00	1,500.00
2-12-00-00-214	Admin - Land Charges		-	-
2-12-00-00-215	Admin - Freight & Postage	3,677.74	7,000.00	8,000.00
2-12-00-00-220	Admin - Advertising	775.96	3,000.00	3,000.00
2-12-00-00-221	Admin - Promotion	125.00	1,000.00	1,000.00
2-12-00-00-224	Admin - Memberships & Licenses	1,548.82	1,800.00	1,600.00
2-12-00-00-230	Admin - Professional Fees	13,548.92	15,000.00	15,000.00
2-12-00-00-232	Admin - Audit Contract	22,255.64	28,000.00	20,500.00
2-12-00-00-233	Admin - Assessment Costs	11,310.02	16,200.00	16,200.00
2-12-00-00-250	Admin - Contracted Repairs & Maintenance	1,379.60	3,500.00	3,500.00
2-12-00-00-263	Admin - Equipment Rental	356.18	550.00	550.00
2-12-00-00-270	Admin - Insurance	5,811.58	5,800.00	4,000.00
2-12-00-00-290	Admin - General	108.09	200.00	200.00
2-12-00-00-295	Admin - Employee Recognition	242.81	1,500.00	1,500.00
2-12-00-00-510	Admin - Office Supplies	4,316.23	7,000.00	7,000.00
2-12-00-00-511	Admin - Computer Services & Supplies	12,522.90	23,500.00	23,500.00
2-12-00-00-514	Admin - Consumable Supplies	631.89	800.00	800.00
2-12-00-00-520	Admin - Equipment Parts & Supplies			
2-12-00-00-530	Admin - Constructon/Maintenance			
2-12-00-00-540	Admin - Utilities	11,990.82	15,800.00	9,000.00
2-12-00-00-541	Admin - Telephone	4,321.16	7,000.00	6,500.00
2-12-00-00-542	Admin - Security System	1,080.00	1,500.00	1,500.00
2-12-00-00-761	Admin - Transfer to Operating Reserve			
2-12-00-00-810	Admin - Bank Charges	15.00	200.00	200.00
2-12-00-00-900	Admin - Amortizaiton Expense			
2-12-00-00-920	Admin - Uncollectable Accounts	772.95	-	
2-12-00-00-990	Admin - Other Expenses			
		345,708.15	476,250.00	462,950.00
FIRE& DISASTER SERV REV				
1-23-00-00-490	Fire - County Reimbursement	(11,770.85)	(22,000.00)	(20,000.00)
1-23-00-00-590	Fire - Other Revenue	(3,335.00)		
1-23-00-00-920	Fire - Transfer from Reserves			
1-23-00-00-940	Fire - Transfer from Capital			
1-23-08-00-490	Fire - County Reimburse - First Response		(800.00)	(800.00)
1-23-08-00-920	Fire - Transfer from Reserves			
1-23-08-00-990	Fire - 1st Response - Other Revenues			
1-24-00-00-840	Dist - Provincial Revenue	(65,020.15)	(79,324.00)	
		(80,126.00)	(102,124.00)	(20,800.00)
FIRE & DISASTER SERV EXP				
2-23-00-00-210	Fire - Travel & Subsistence			
2-23-00-00-211	Fire - Training & Registratoin	1,015.93	6,000.00	3,000.00
2-23-00-00-224	Fire - Memberships (Regional)		5,500.00	6,400.00
2-23-00-00-230	Fire - Professional/Engineering Fees	1,945.10	1,900.00	2,000.00
2-23-00-00-250	Fire - Equipment Repair & Maintenance	1,502.16	4,727.00	3,900.00
2-23-00-00-270	Fire - Insurance	7,817.90	8,000.00	8,000.00
2-23-00-00-514	Fire - Consumable Supplies		100.00	100.00
2-23-00-00-520	Fire - Equipment Parts & Supplies	1,096.50	8,250.00	8,200.00
2-23-00-00-521	Fire - Fuel & Oil			
2-23-00-00-530	Fire - Construction & Maintenance		-	
2-23-00-00-540	Fire - Utilities	6,819.81	10,200.00	10,200.00
2-23-00-00-541	Fire - Telephones	2,014.21	3,500.00	2,100.00
2-23-00-00-764	Fire - Transfer to Reserves		7,500.00	8,000.00
2-23-00-00-770	Fire - Fireman's Honorarium	2,500.00	2,500.00	2,500.00
2-23-08-00-210	Fire FR - Travel & Subsistence			

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2-23-08-00-211	Fire FR - Training & Registration			
2-23-08-00-270	Fire FR - Insurance	370.56	400.00	400.00
2-23-08-00-520	Fire FR - Equipment Repairs	840.00	1,000.00	1,000.00
2-23-08-00-521	Fire FR - Fuel & Oil	249.00	1,200.00	1,500.00
2-23-08-00-541	Fire FR - Telephone	603.28	1,450.00	950.00
2-23-08-00-770	Fire FR - Honorarium	3,500.00	3,500.00	3,500.00
2-24-00-00-210	Disaster - Travel & Subsistence	90.48	1,000.00	700.00
2-24-00-00-211	Disaster - Training & Registration	5,895.27	7,000.00	7,000.00
2-24-00-00-250	Disaster - Repairs & Maintenance	260.49	500.00	500.00
2-24-00-00-265	Disaster - Building Lease		-	
2-24-00-00-270	Disaster - Insurance	260.70	260.00	275.00
2-24-00-00-510	Disaster - Office Supplies	3,936.87	1,500.00	1,500.00
2-24-00-00-520	Disaster - Office Equipment	1,240.55	2,600.00	2,000.00
2-24-00-00-530	Disaster - Equipment Maintenance	389.75	500.00	500.00
2-24-00-00-540	Disaster - Utilities	2,217.15	1,814.00	3,000.00
2-24-00-00-541	Disaster - Telephone	2,976.94	5,125.00	4,500.00
2-24-00-00-550	Disaster - COVID 19	65,000.48	79,324.00	
2-24-00-00-762	Disaster - Contributed to Capital			
2-24-00-00-770	Disaster - Director Remuneration		-	
2-24-00-00-831	Disaster - Debenture Interest	2,114.58	2,426.01	2,370.69
2-24-00-00-832	Disaster - Debenture Principal		-	
		114,657.71	167,776.01	84,095.69
BYLAW REVENUES				
1-26-00-00-520	Bylaw - Dog Licenses	(1,540.00)	(1,700.00)	(1,500.00)
1-26-00-00-530	Bylaw - Fine Revenue	(2,630.00)	(500.00)	(1,500.00)
1-26-00-00-531	Bylaw - Provincial Fines	(1,605.00)	(2,500.00)	(2,500.00)
		(5,775.00)	(4,700.00)	(5,500.00)
BYLAW EXPENSES				
2-26-00-00-230	Bylaw - Enhanced Policing		-	
2-26-00-00-231	Bylaw - County Peace Officer		32,000.00	32,000.00
2-26-00-00-250	Bylaw - Contracted Services	26,163.50	38,350.00	38,750.00
2-26-00-00-270	Bylaw - Insurance	162.32	150.00	150.00
2-26-00-00-510	Bylaw - General	9,149.44	10,000.00	10,000.00
2-26-00-00-770	Bylaw - Police Cost Funding	14,502.00	14,675.00	22,028.00
		49,977.26	95,175.00	102,928.00
PW REVENUES				
1-31-00-00-490	Public Works - General Revenue			
1-31-00-00-590	Public Works - Debenture			
1-31-00-00-840	Public Works - STEP Grant			
1-31-00-00-920	Public Works - Transfer frm Reserve			
1-31-00-00-940	Public Works - Transfer frm Capital			
1-31-00-00-120	Public Works - Salaries (STEP Grant)			
PW EXPENSES				
2-31-00-00-110	Pub Works - Salaries	47,323.02	74,734.00	74,734.00
2-31-00-00-130	Pub Works - Benefits	10,795.51	16,200.00	16,200.00
2-31-00-00-210	Pub Works - Travel & Subsistence	-	500.00	500.00
2-31-00-00-211	Pub Works - Training & Registration Fees		1,000.00	1,000.00
2-31-00-00-215	Pub Works - Freight	80.42	500.00	500.00
2-31-00-00-220	Pub Works - Advertising	80.00		
2-31-00-00-224	Pub Works - Memberships & Licenses			
2-31-00-00-230	Pub Works - Professional Fees	4,477.40	5,000.00	5,000.00
2-31-00-00-250	Pub Works - Contracted Repairs & Maint	3,618.22	7,400.00	7,400.00
2-31-00-00-263	Pub Works - Equipment Rental			
2-31-00-00-270	Pub Works - Insurance	10,544.84	10,100.00	10,700.00
2-31-00-00-510	Pub Works - Office Supplies			
2-31-00-00-513	Pub Works - Tools	53.91	1,000.00	1,000.00
2-31-00-00-514	Pub Works - Consumable Supplies			
2-31-00-00-520	Pub Works - Equip Parts & Supplies	6,494.46	18,000.00	18,000.00
2-31-00-00-521	Pub Works - Fuel & Oil	6,844.35	15,000.00	15,000.00
2-31-00-00-530	Pub Works - Construction & Maintenance		1,100.00	

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2-31-00-00-540	Pub Works - Utilities	7,424.35	11,500.00	10,500.00
2-31-00-00-541	Pub Works - Telephone	6,663.96	11,000.00	11,000.00
2-31-00-00-542	Pub Works - Security Alarm	540.00	800.00	800.00
2-31-00-00-762	Pub Works - Transfer to Capital			
2-31-00-00-764	Pub Works - Transfer to Reserves			
2-31-00-00-831	Pub Works - Debenture Interest	11,033.75	21,066.79	19,291.86
2-31-00-00-832	Pub Works - Debenture Principal		-	
2-31-00-00-900	Pub Works - Amortization Expense			
		115,974.19	194,900.79	191,625.86
ROADS & STREETS REVENUES				
1-32-00-00-490	Streets - General Revenue	(2,906.64)	-	
1-32-00-00-600	Streets - Gain/Loss on Disposal of Asset	(42,525.00)		
1-32-00-00-920	Streets - Transfer frm Reserve			
1-32-00-00-940	Streets - Transfer frm Capital			
		(45,431.64)	-	-
ROADS & STREETS EXPENSES				
2-32-00-00-110	Streets - Salaries	54,757.26	82,000.00	82,000.00
2-32-00-00-130	Streets - Benefits	12,522.73	19,800.00	19,800.00
2-32-00-00-210	Streets - Travel & Subsistence			
2-32-00-00-211	Streets - Training			
2-32-00-00-215	Streets - Freight	23.64		
2-32-00-00-230	Streets - Professional Fees		4,500.00	1,500.00
2-32-00-00-250	Streets - Contracted Repairs & Main	36,939.64	60,000.00	60,000.00
2-32-00-00-251	Streets - Railway Crossing Maintenance	4,736.00	7,200.00	7,200.00
2-32-00-00-252	Streets - Snow Removal		30,000.00	30,000.00
2-32-00-00-263	Streets - Equipment Rental	993.52	2,000.00	2,000.00
2-32-00-00-270	Streets - Insurance	4,259.13	3,800.00	4,500.00
2-32-00-00-290	Streets - General Expenses			
2-32-00-00-516	Streets - Signs	1,186.58	3,000.00	1,500.00
2-32-00-00-520	Streets - Equip Parts & Supplies	383.02	5,000.00	5,000.00
2-32-00-00-521	Streets - Fuel & Oil			
2-32-00-00-530	Streets - Construction & Maintenance		5,000.00	
2-32-00-00-531	Streets - Chemicals		800.00	800.00
2-32-00-00-534	Streets - Sand & Gravel	1,169.00	1,600.00	1,600.00
2-32-00-00-535	Streets - Dust Control		-	
2-32-00-00-540	Streets - Utilities	34,117.00	46,000.00	46,800.00
2-32-00-00-762	Streets - Transfer to Capital			
2-32-00-00-764	Streets - Transfer to Reserves			
2-32-00-00-900	Streets - Amortizaiton Expense			
		151,087.52	270,700.00	262,700.00
WATER REV				
1-37-00-00-490	Storm Sewer - General Revenue			
1-41-00-00-400	Water - Utility Charges	(105,323.71)	(132,000.00)	(132,000.00)
1-41-00-00-401	Water - Bulk Water	(9,798.00)	(5,000.00)	(5,000.00)
1-41-00-00-402	Water - Utility Flat Rate	(129,101.00)	(170,400.00)	(171,000.00)
1-41-00-00-403	Water - Toilet Rebates			
1-41-00-00-490	Water - General Revenue	(3,481.99)	(5,000.00)	(5,000.00)
1-41-00-00-593	Water - Highway 12/21 Rebate			
1-41-00-00-920	Water - Transfer frm Reserve			
		(247,704.70)	(312,400.00)	(313,000.00)
WATER EXP				
2-41-00-00-110	Water - Salaries	29,568.92	43,800.00	43,800.00
2-41-00-00-130	Water - Benefits	9,609.20	13,800.00	13,800.00
2-41-00-00-210	Water - Travel & Subsistence	67.57	500.00	500.00
2-41-00-00-211	Water - Training & Registratlon Fees	3,350.36	1,000.00	1,000.00
2-41-00-00-215	Water - Freight	-		
2-41-00-00-230	Water - Professional Fees			
2-41-00-00-250	Water - Repairs, Maint & Equip	9,911.59	25,000.00	25,000.00
2-41-00-00-251	Water - Water Main Breaks			

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2-41-00-00-263	Water - Equipment Rental			
2-41-00-00-270	Water - Insurance	5,508.02	5,100.00	5,600.00
2-41-00-00-290	Water - General Expenses			
2-41-00-00-510	Water - Office Supplies	3,030.00	4,900.00	4,300.00
2-41-00-00-513	Water - Tools			
2-41-00-00-520	Water - Equip Parts & Supplies	5,594.57	12,000.00	12,000.00
2-41-00-00-521	Water - Fuel & Oil			
2-41-00-00-530	Water - Construction/Maintenance			
2-41-00-00-531	Water - Chemicals		1,500.00	1,750.00
2-41-00-00-532	Water - Water Sample Costs	227.00	500.00	500.00
2-41-00-00-540	Water - Utilities	15,886.69	23,000.00	24,000.00
2-41-00-00-541	Water - Telephone			
2-41-00-00-543	Water - River Water	96,770.20	160,000.00	170,000.00
2-41-00-00-762	Water - Transfer to Capital			
2-41-00-00-764	Water - Transfer to Reserves			
2-41-00-00-831	Water - Debenture Interest	11,187.97	15,936.47	15,481.51
2-41-00-00-832	Water - Debenture Principal		-	
2-41-03-00-251	Water - Maintenance Bulk Water Station			
2-41-03-00-530	Water - Construct/Main Distribution			
2-41-04-00-543	Water - Bulk Water Usage	3,838.48	2,800.00	2,800.00
		194,550.57	309,836.47	320,531.51
SEWER REV				
1-42-00-00-400	Sewer - Utility Charges	(74,437.68)	(92,000.00)	(92,000.00)
1-42-00-00-402	Sewer - Flate Rate	(96,589.60)	(128,400.00)	(128,400.00)
1-42-00-00-490	Sewer - General Revenue		(14,600.00)	(14,600.00)
1-42-00-00-920	Sewer - Transfers frm Reserves			
		(171,027.28)	(235,000.00)	(235,000.00)
SEWER EXP				
2-42-00-00-110	Sewer - Salaries	23,716.86	37,000.00	37,000.00
2-42-00-00-130	Sewer - Benefits	6,217.03	8,900.00	8,900.00
2-42-00-00-210	Sewer - Travel & Subsistence		500.00	500.00
2-42-00-00-211	Sewer - Training & Registration Fees		2,000.00	2,000.00
2-42-00-00-215	Sewer - Freight			
2-42-00-00-230	Sewer - Professional Fees		1,000.00	1,000.00
2-42-00-00-250	Sewer - Contracted Repair & Main	8,970.00	60,000.00	50,000.00
2-42-00-00-252	Sewer - Lagoon Repairs			
2-42-00-00-263	Sewer - Equipment Rental			
2-42-00-00-270	Sewer - Insurance	5,110.76	4,750.00	5,200.00
2-42-00-00-510	Sewer - Office Supplies			
2-42-00-00-520	Sewer - Equip Parts & Supplies	3,015.63	3,000.00	3,000.00
2-42-00-00-521	Sewer - Fuel & Oil		-	
2-42-00-00-530	Sewer - Construction & Maintenance		900.00	900.00
2-42-00-00-531	Sewer - Chemicals	3,280.00	7,500.00	7,500.00
2-42-00-00-540	Sewer - Utilities	20,865.34	25,000.00	26,000.00
2-42-00-00-541	Sewer - Telephone	1,509.76	2,300.00	2,300.00
2-42-00-00-762	Sewer - Transfer to Capital			
2-42-00-00-764	Sewer - Transfer to Reserves			
2-42-00-00-821	Sewer - Debenture Interest			
2-42-00-00-822	Sewer - Debenture Principal			
2-42-00-00-831	Sewer - Debenture Interest	10,580.03	20,725.74	19,273.69
2-42-00-00-832	Sewer - Debenture Principal		-	
2-42-00-00-900	Sewer - Amortizaiton Expense			
		83,265.41	173,575.74	163,573.69
GARBAGE REV				
1-43-00-00-400	Garbage - Utility Charge	(99,688.47)	(131,800.00)	(132,500.00)
1-43-00-00-401	Garbage - Recycle Fees	(22,646.07)	(30,000.00)	(30,000.00)
1-43-00-00-402	Garbage - County Reimburse Recycle Fee	(2,418.16)	(2,400.00)	(2,400.00)
1-43-00-00-900	Garbage - LRSWA Refund		-	
1-43-00-00-920	Garbage - Transfer frm Reserves			
		(124,752.70)	(164,200.00)	(164,900.00)
GARBAGE EXP				

2021 Approved Operating Budget		YTD Sept 29, 2021	2021 Budget	2022 Draft Budget
2-43-00-00-110	Garbage - Salaries	15,143.37	24,000.00	24,000.00
2-43-00-00-130	Garbage - Benefits	3,454.68	5,500.00	5,500.00
2-43-00-00-215	Garbage - Freight			
2-43-00-00-230	Garbage - Professional Fees			
2-43-00-00-250	Garbage - Contracted Repairs & Maint	24,723.39	46,000.00	29,000.00
2-43-00-00-251	Garbage - Contracted Recycling	19,657.62	32,000.00	30,000.00
2-43-00-00-263	Garbage - Equipment Rental			
2-43-00-00-270	Garbage - Insurance	649.30	600.00	650.00
2-43-00-00-290	Garbage - General Expenses	-		
2-43-00-00-350	Garbage - Regional Land Fill Fee	23,855.00	47,800.00	47,800.00
2-43-00-00-510	Garbage - Office Supplies	47.63	500.00	500.00
2-43-00-00-520	Garbage - Equip Parts & Supplies			
2-43-00-00-521	Garbage - Fuel & Oil			
2-43-00-00-530	Garbage - Construction & Maintenance			
2-43-00-00-531	Garbage - Compost	1,727.02	2,400.00	2,800.00
2-43-00-00-540	Garbage - Utilities			
2-43-00-00-762	Garbage - Transfer to Capital			
2-43-00-00-764	Garbage - Transfer to Reserves			
		89,258.01	158,800.00	140,250.00
FCSS REV				
1-51-00-00-490	FCSS - General Revenue			
1-51-00-00-840	FCSS - Conditional Grant	(17,758.00)	(23,700.00)	(23,700.00)
1-51-00-00-850	FCSS - County Funding			
		(17,758.00)	(23,700.00)	(23,700.00)
FCSS EXP				
2-51-00-00-270	FCSS - Insurance	-		
2-51-00-00-540	FCSS - Utilities	-		
2-51-00-00-541	FCSS - Telephone	385.08	500.00	
2-51-00-00-770	FCSS - Transfer to Other Organizations	22,900.00	29,600.00	29,600.00
2-51-00-00-831	FCSS - Debenture Interest	-	-	
2-51-00-00-832	FCSS - Debenture Principal		-	
		23,285.08	30,100.00	29,600.00
CEMETERY REV				
1-56-00-00-400	Cemetery - Plot Sales	(900.00)	(600.00)	(600.00)
1-56-00-00-410	Cemetery - Open & Close Charges	(500.00)	(300.00)	(300.00)
1-56-00-00-490	Cemetery - General Revenue	(10,450.00)	(100.00)	(200.00)
1-56-00-00-800	Cemetery - County of Lacombe Grants		(5,000.00)	(5,000.00)
1-56-00-00-990	Cemetery - Donations	(120.00)		
		(11,970.00)	(6,000.00)	(6,100.00)
CEMETERY EXP				
2-56-00-00-250	Cemetery - Contracted Repairs & Main	13,800.00	14,000.00	14,000.00
2-56-00-00-270	Cemetery - Insurance	106.03	100.00	120.00
2-56-00-00-290	Cemetery - General Expenses	1,063.00	500.00	500.00
2-56-00-00-521	Cemetery - Fuel & Oil			
2-56-00-00-530	Cemetery - Construction & Maint Material	14,825.00	10,000.00	1,000.00
2-56-00-00-762	Cemetery - Transfer to Capital			
2-56-00-00-764	Cemetery - Transfer to Reserves			
		29,794.03	24,600.00	15,620.00
MUNI PLAN & DEVELOP REVENUES				
1-61-00-00-490	Dev - General Revenue	(476.20)		
1-61-00-00-520	Dev - Development & Building Permits	(1,325.00)	(800.00)	(1,000.00)
1-61-00-00-920	Dev - Transfers frm Reserves			
1-62-00-00-551	Eco Dev - Lease Revenue (Bays 1,3 & 4)	(21,802.81)	(20,000.00)	(24,000.00)
1-62-00-00-990	Eco Dev - Building Cost Recovery			
		(23,604.01)	(20,800.00)	(25,000.00)
MUNI PLAN & DEVELOP EXPENSE				
2-61-00-00-220	Planning - Advertising		800.00	200.00

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2-61-00-00-224	Planning - Memberships			
2-61-00-00-230	Planning - Professional Fees		3,500.00	4,500.00
2-61-00-00-231	Planning - Permit Fees			
2-61-00-00-290	Planning - General Goods & Services	10.00	2,000.00	500.00
2-62-00-00-210	Eco Dev - Travel & Subsistence	63.46	500.00	300.00
2-62-00-00-211	Eco Dev - Training & Registration	385.00	800.00	800.00
2-62-00-00-220	Eco Dev - Advertising	1,391.35	1,000.00	2,000.00
2-62-00-00-250	Eco Dev - Repair & Maint	2,184.47	3,000.00	3,000.00
2-62-00-00-265	Eco Dev - Lease Bay 1		-	
2-62-00-00-270	Eco Dev - Insurance	2,906.22	2,760.00	3,000.00
2-62-00-00-290	Eco Dev - General Expenses	1,278.91	2,000.00	2,500.00
2-62-00-00-291	Eco Dev - Lease Bay 3		-	
2-62-00-00-292	Eco Dev - Lease Bay 4		-	
2-62-00-00-514	Eco Dev - Consumable Supplies			
2-62-00-00-520	Eco Dev - Office Equipment	615.45	3,000.00	
2-62-00-00-540	Eco Dev - Utilities - Lease Bays	16,959.44	22,650.00	24,000.00
2-62-00-00-541	Eco Dev - Telephone	2,056.03	1,375.00	3,500.00
2-62-00-00-831	Railway House - Debenture Interest	26,803.11	38,007.50	37,140.82
2-62-00-00-832	Railway House - Debenture Principal		-	
2-66-00-00-230	Dev - Subdivision Professional Fees	8,772.80	2,500.00	
		63,426.24	83,892.50	81,440.82
RECREATION REVENUES				
1-72-01-00-414	Rec - Summer Camps	(400.00)		
1-72-01-00-415	Rec - Special Events	(539.00)		
1-72-01-00-490	Rec - General Revenue	(2,175.00)	(500.00)	(100.00)
1-72-01-00-800	Rec - Lacombe County (Skateboard Park)	(1,380.00)	(1,380.00)	(1,380.00)
1-72-01-00-840	Rec - Provincial Grants	(1,600.00)	(1,600.00)	
1-72-01-00-990	Rec - Community Donations	(1,000.00)	-	
		(7,094.00)	(3,480.00)	(1,480.00)
RECREATION EXPENSES				
2-72-01-00-210	Rec - Travel & Subsistence	48.00		
2-72-01-00-240	Rec - Events	3,825.32	2,400.00	
2-72-01-00-510	Rec - Office Supplies & Computer Service	41.66		
2-72-01-00-511	Rec - Supplies	10.00	-	
2-72-01-00-771	Rec - Transfer to Other Organizations	3,500.00	4,000.00	4,000.00
2-72-01-00-831	Rec - Debenture Interest	-	-	
2-72-01-00-832	Rec - Debenture Principal		-	
		7,424.98	6,400.00	4,000.00
ARENA REV				
1-72-02-00-401	Arena - General Revenue			
1-72-02-00-841	Arena - MSI Grant	(18,233.00)	(18,500.00)	(17,500.00)
1-72-02-00-920	Arena - Transfer from Reserves			
		(18,233.00)	(18,500.00)	(17,500.00)
ARENA EXP				
2-72-02-00-230	Arena - Professional Fees			
2-72-02-00-250	Arena - Contract Repairs & Maint	279.25	1,100.00	1,100.00
2-72-02-00-270	Arena - Insurance	17,867.52	16,600.00	18,000.00
2-72-02-00-290	Arena - General Expenses		-	
2-72-02-00-540	Arena - Utilities		100.00	
2-72-02-00-541	Arena - Telephone	87.28	550.00	
2-72-02-00-762	Arena - Transfer to Capital		-	
2-72-02-00-764	Arena - Transfer to Reserves		-	
2-72-02-00-770	Arena - Transfer to Board	30,400.00	30,400.00	30,400.00
		48,634.05	48,750.00	49,500.00
CAMPGROUND REV				
1-72-03-01-410	Campground - Fees	(24,981.00)	(22,000.00)	(23,000.00)
1-72-03-01-840	Campground - MRTA Operating Grant			
1-72-04-00-110	Trails - General Revenue			
1-72-04-00-920	Trails - Transfers from Reserves			

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		(24,981.00)	(22,000.00)	(23,000.00)
CAMPGROUND EXP				
2-72-03-01-220	Campground - Advertising	218.33	550.00	550.00
2-72-03-01-250	Campground - Contract Repair & Maint	14,850.00	20,000.00	20,000.00
2-72-03-01-270	Campground - Insurance & Permits	756.00	700.00	775.00
2-72-03-01-290	Campground - General Expenses	182.54	1,000.00	500.00
2-72-03-01-514	Campground - Consumable Supplies		-	
2-72-03-01-520	Campground - Equip Parts & Supplies	582.63	1,000.00	1,000.00
2-72-03-01-521	Campground - Fuel & Oil			
2-72-03-01-530	Campground - Construc & Maint Materi			
2-72-03-01-531	Campground - Sand & Gravel			
2-72-03-01-536	Campground - Firewood			
2-72-03-01-540	Campground - Utilities	4,885.34	5,500.00	6,300.00
2-72-03-01-541	Campground - Telephone	295.52	370.00	370.00
		21,770.36	29,120.00	29,495.00
PARKS EXP				
2-72-03-00-110	Parks - Salaries	32,179.63	50,200.00	50,200.00
2-72-03-00-130	Parks - Benefits	7,340.93	12,000.00	12,000.00
2-72-03-00-215	Parks - Freight			
2-72-03-00-250	Parks - Contracted Repairs & Maint	5,045.00	7,500.00	7,500.00
2-72-03-00-263	Parks - Equipment Rental			
2-72-03-00-270	Parks - Insurance	335.67	430.00	430.00
2-72-03-00-290	Parks - General Expenses	2,550.98	2,000.00	2,000.00
2-72-03-00-520	Parks - Equipment Parts & Supplies	513.48	3,000.00	3,000.00
2-72-03-00-521	Parks - Fuel & Oil			
2-72-03-00-530	Parks - Construction & Maint Materia			7,500.00
2-72-03-00-532	Parks - Trees		-	
2-72-03-00-761	Parks - Transfer to Reserves			
2-72-03-00-762	Parks - Contributed to Capital			
2-72-03-00-764	Parks - Transfer to Operating Reserv			
2-72-03-00-770	Parks - Transfer to Local Boards			
		47,965.69	75,130.00	82,630.00
TRAIL EXP				
2-72-04-00-110	Trail - Salaries	15,143.07	24,600.00	24,600.00
2-72-04-00-130	Trail - Benefits	3,454.40	5,750.00	5,750.00
2-72-04-00-270	Trail - Insurance	81.16	75.00	85.00
2-72-04-00-521	Trail - Fuel & Oil			
2-72-04-00-530	Trail - Construciton & Maint Materia		1,000.00	1,000.00
2-72-04-00-770	Trail - Transfers to Local Boards			
		18,678.63	31,425.00	31,435.00
HALL REVENUE				
1-74-04-00-590	Community Hall - General Revenue			
HALL EXP				
2-74-04-00-250	Community Hall - Repairs & Maintenan	87.00	500.00	500.00
2-74-04-00-251	Community Hall - Contracted Cleaning			
2-74-04-00-270	Community Hall - Insurance	2,971.75	2,800.00	3,000.00
2-74-04-00-762	Community Hall - Transfer to Capital			
2-74-04-00-764	Community Hall - Transfer to Reserve			
2-74-04-00-770	Community Hall - Trnsf to Local Board	6,000.00	6,000.00	6,000.00
		9,058.75	9,300.00	9,500.00
LIBRARY REV				
1-74-06-00-500	Library - User Fees		(7,500.00)	(7,500.00)
1-74-06-00-501	Library - Grants	(6,776.44)	(6,600.00)	(6,776.00)
1-74-06-00-502	Library - Provincial Grants		(8,500.00)	(8,500.00)
1-74-06-00-920	Library - Transferes frm Reserves			
1-74-06-00-990	Library - Utility Reimbursement			
		(6,776.44)	(22,600.00)	(22,776.00)

2021 Approved Operating Budget		YTD Sept 29, 2021	2021 Budget	2022 Draft Budget
LIBRARY EXP				
2-74-06-00-250	Library - Contract Repairs & Maintenance			
2-74-06-00-270	Library - Insurance	2,557.42	2,400.00	2,600.00
2-74-06-00-400	Library - General Expenses	141.42	31,000.00	31,000.00
2-74-06-00-530	Library - Construction & Maintenance Mat	-		
2-74-06-00-540	Library - Utilities	2,868.64	4,500.00	4,500.00
2-74-06-00-764	Library - Transfer to Reserves			
2-74-06-00-765	Library - PRL Requisition	6,275.70	6,300.00	6,300.00
2-74-06-00-770	Library - Transfer to Local Board	11,124.97	13,000.00	13,000.00
		22,968.15	57,200.00	57,400.00
Total Revenue		(2,549,751.85)	(2,745,066.70)	(2,657,218.70)
Total Expenses		1,570,968.34	2,519,041.02	2,389,885.08

Variance (226,025.68) (267,333.62)

Capital Items funded through Municipal Taxes

Debenture Principal Payments

Disaster Services Principal (Railway House)	1,618.13	1,673.45
PW Principal	40,307.20	42,082.12
Water Principal	31,330.58	31,785.53
Sewer Principal	39,488.75	40,940.81
FCSS Principal (Railway House)	-	
Eco. Development (Railway House)	23,350.70	26,217.36
Recreation Principal (Railway House)	-	
New large mower	28,000.00	
	164,095.36	142,699.27

Total Surplus/Deficit (61,930.32) (124,634.35)

2022 Draft Operating Budget		2022 Draft	2023 Draft	2024 Draft	2025 Draft
GENERAL REVENUE					
1-00-00-00-110	Gen - Residential Taxes	(631,636.08)	(631,636.08)	(631,636.08)	(631,636.08)
1-00-00-00-112	Gen - Non-Residential Taxes	(267,430.87)	(267,430.87)	(267,430.87)	(267,430.87)
1-00-00-00-113	Gen - Machinery & Equipment Taxes	(497,856.22)	(497,856.22)	(497,856.22)	(497,856.22)
1-00-00-00-120	Gen - AB School Foundation Taxes	(149,412.30)	(149,412.30)	(149,412.30)	(149,412.30)
1-00-00-00-130	Gen - AB School Fdn Taxes Non Res	(61,980.40)	(61,980.40)	(61,980.40)	(61,980.40)
1-00-00-00-140	Gen - Seniors Requisition	(6,184.00)	(6,184.00)	(6,184.00)	(6,184.00)
1-00-00-00-150	Gen - DIP Requisition	(107.51)	(107.51)	(107.51)	(107.51)
1-00-00-00-190	Gen - Linear	(25,926.49)	(25,926.49)	(25,926.49)	(25,926.49)
1-00-00-00-200	Gen - Fed/Prov Grants in Lieu of Tax	(1,828.83)	(1,828.83)	(1,828.83)	(1,828.83)
1-00-00-00-510	Gen - Penalties and Cost Tax	(30,000.00)	(30,000.00)	(30,000.00)	(30,000.00)
1-00-00-00-511	Gen - Penalties and Costs Utilities	(5,200.00)	(5,200.00)	(5,200.00)	(5,200.00)
1-00-00-00-540	Gen - ATCO Franchise Fee	(12,000.00)	(12,000.00)	(12,000.00)	(12,000.00)
1-00-00-00-541	Gen - FORTIS Franchise Fee	(92,500.00)	(92,500.00)	(92,500.00)	(92,500.00)
1-00-00-00-550	Gen - Investment Income	(9,600.00)	(9,600.00)	(9,600.00)	(9,600.00)
1-00-00-00-600	Gen - Gain/Loss on Disposal of Assets				
1-00-00-00-990	Gen - Misc. Revenue	(1,500.00)	(1,500.00)	(1,500.00)	(1,500.00)
1-00-99-00-000	Gen - Ambulance Grant				
		(1,793,162.70)	(1,793,162.70)	(1,793,162.70)	(1,793,162.70)
GENERAL EXPENSE					
2-00-00-00-700	Gen - Alberta School Requisition	211,468.00	211,468.00	211,468.00	211,468.00
2-00-00-00-701	Gen - Lacombe Foundation Requisition	6,184.00	6,184.00	6,184.00	6,184.00
2-00-00-00-702	Gen - Ambulance Requisition	-	-	-	-
2-00-00-00-704	Gen - DIP Requisition	107.51	107.51	107.51	107.51
		217,759.51	217,759.51	217,759.51	217,759.51
COUNCIL REVENUE					
1-11-00-00-990	Legislative - General Revenue	(1,000.00)	(1,000.00)	(1,000.00)	(1,000.00)
		(1,000.00)	(1,000.00)	(1,000.00)	(1,000.00)
COUNCIL EXP					
2-11-00-00-150	Legislative - Council Fees	-	-	-	-
2-11-00-00-210	Legislative - Travel & Subsistence	-	-	-	-
2-11-00-00-211	Legislative - Training & Registration	1,000.00	1,000.00	1,000.00	1,000.00
2-11-00-00-231	Legislative - Legal Fees	-	-	-	-
2-11-00-00-270	Legislative - Insurance	700.00	700.00	700.00	700.00
2-11-00-00-290	Legislative - Election Costs	-	-	-	-
2-11-00-00-295	Legislative - Council Recognition	-	-	-	-
2-11-00-00-590	Legislative - General Council Expenses	1,000.00	1,000.00	1,000.00	1,000.00
2-11-11-00-150	Leg - Fehr Council Fees	9,500.00	8,100.00	8,100.00	8,100.00
2-11-11-00-210	Leg - Fehr Travel & Subsistence	2,350.00	2,350.00	2,350.00	2,350.00
2-11-11-00-211	Leg - Fehr Training & Registration	1,000.00	1,000.00	1,000.00	1,000.00
2-11-15-00-150	Leg - Besuijen Council Fees	7,000.00	6,400.00	6,400.00	6,400.00
2-11-15-00-210	Leg - Besuijen Travel & Subsistence	700.00	700.00	700.00	700.00
2-11-15-00-211	Leg - Besuijen Training & Registration	1,000.00	600.00	600.00	600.00
2-11-16-00-150	Leg - Gilliat Council Fees	8,500.00	8,000.00	8,000.00	8,000.00
2-11-16-00-210	Leg - Gilliat Travel & Subsistence	1,200.00	1,200.00	1,200.00	1,200.00
2-11-16-00-211	Leg - Gilliat Training & Registration	1,000.00	1,000.00	1,000.00	1,000.00
2-11-17-00-150	Leg - Soltermann Council Fees	7,000.00	6,400.00	6,400.00	6,400.00
2-11-17-00-210	Leg - Soltermann Travel & Subsistence	700.00	700.00	700.00	700.00

2022 Draft Operating Budget		2022 Draft	2023 Draft	2024 Draft	2025 Draft
2-11-17-00-211	Leg - Soltermann Training & Registration	1,000.00	600.00	600.00	600.00
2-11-18-00-150	Leg - Cole Council Fees	7,000.00	6,400.00	6,400.00	6,400.00
2-11-18-00-210	Leg - Cole Travel & Subsistence	1,200.00	700.00	700.00	700.00
2-11-18-00-211	Leg - Cole Training & Registration	1,000.00	600.00	600.00	600.00
		52,850.00	47,450.00	47,450.00	47,450.00
ADMIN REV					
1-12-00-00-490	Admin - Office Services	(1,300.00)	(1,300.00)	(1,300.00)	(1,300.00)
1-12-00-00-520	Admin - Business Licenses	(3,000.00)	(3,000.00)	(3,000.00)	(3,000.00)
1-12-00-00-560	Admin - Building Rental/Other				
1-12-00-00-564	Admin - Rental Revenue	-	-	-	-
1-12-00-00-840	Admin - Provincial Gov Grants				
1-12-00-00-841	Admin - Mun. Sustain Grant	-	-	-	-
1-12-00-00-920	Admin - Transfer From Reserve				
1-12-00-00-990	Admin - General Revenue	-	-	-	-
		(4,300.00)	(4,300.00)	(4,300.00)	(4,300.00)
ADMIN EXP					
2-12-00-00-110	Admin - Salaries	259,400.00	262,000.00	262,000.00	262,000.00
2-12-00-00-130	Admin - Benefits	77,500.00	77,500.00	77,500.00	77,500.00
2-12-00-00-210	Admin - Travel & Subsistence	1,000.00	1,000.00	1,000.00	1,000.00
2-12-00-00-211	Admin - Training & Registration Fees	1,500.00	1,500.00	1,500.00	1,500.00
2-12-00-00-214	Admin - Land Charges	-	-	-	-
2-12-00-00-215	Admin - Freight & Postage	8,000.00	8,000.00	8,000.00	8,000.00
2-12-00-00-220	Admin - Advertising	3,000.00	3,000.00	3,000.00	3,000.00
2-12-00-00-221	Admin - Promotion	1,000.00	1,000.00	1,000.00	1,000.00
2-12-00-00-223	Admin - CAO Emergency Expense Fund				
2-12-00-00-224	Admin - Memberships & Licenses	1,600.00	1,600.00	1,600.00	1,600.00
2-12-00-00-226	Admin - TCA Expenses				
2-12-00-00-230	Admin - Professional Fees	15,000.00	15,000.00	15,000.00	15,000.00
2-12-00-00-232	Admin - Audit Contract	20,500.00	17,000.00	17,250.00	17,500.00
2-12-00-00-233	Admin - Assessment Costs	16,200.00	16,500.00	16,500.00	16,500.00
2-12-00-00-250	Admin - Contracted Repairs & Maintenance	3,500.00	3,500.00	3,500.00	3,500.00
2-12-00-00-251	Admin - Cleaning Meeting Room				
2-12-00-00-263	Admin - Equipment Rental	550.00	550.00	550.00	550.00
2-12-00-00-270	Admin - Insurance	4,000.00	4,000.00	4,000.00	4,000.00
2-12-00-00-290	Admin - General	200.00	200.00	200.00	200.00
2-12-00-00-295	Admin - Employee Recognition	1,500.00	1,500.00	1,500.00	1,500.00
2-12-00-00-510	Admin - Office Supplies	7,000.00	7,000.00	7,000.00	7,000.00
2-12-00-00-511	Admin - Computer Services & Supplies	23,500.00	23,500.00	23,500.00	23,500.00
2-12-00-00-514	Admin - Consumable Supplies	800.00	800.00	800.00	800.00
2-12-00-00-520	Admin - Equipment Parts & Supplies				
2-12-00-00-530	Admin - Construcion/Maintenance				
2-12-00-00-540	Admin - Utilities	9,000.00	9,000.00	9,000.00	9,000.00
2-12-00-00-541	Admin - Telephone	6,500.00	6,500.00	6,500.00	6,500.00
2-12-00-00-542	Admin - Security System	1,500.00	1,500.00	1,500.00	1,500.00
2-12-00-00-761	Admin - Transfer to Operating Reserve				
2-12-00-00-810	Admin - Bank Charges	200.00	200.00	200.00	200.00
2-12-00-00-900	Admin - Amortizaiton Expense				

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2-12-00-00-920	Admin - Uncollectable Accounts	-	-	-	-
2-12-00-00-990	Admin - Other Expenses				
		462,950.00	462,350.00	462,600.00	462,850.00
FIRE& DISASTER SERV REV					
1-23-00-00-490	Fire - County Reimbursement	(20,000.00)	(20,000.00)	(20,000.00)	(20,000.00)
1-23-00-00-920	Fire - Transfer from Reserves				
1-23-00-00-940	Fire - Transfer from Capital				
1-23-08-00-490	Fire - County Reimburse - First Response	(800.00)	(800.00)	(800.00)	(800.00)
1-23-08-00-920	Fire - Transfer from Reserves				
1-23-08-00-990	Fire - 1st Response - Other Revenues				
1-24-00-00-840	Dist - Provincial Revenue	-			
		(20,800.00)	(20,800.00)	(20,800.00)	(20,800.00)
FIRE & DISASTER SERV EXP					
2-23-00-00-210	Fire - Travel & Subsistence				
2-23-00-00-211	Fire - Training & Registratoin	3,000.00	3,000.00	3,000.00	3,000.00
2-23-00-00-224	Fire - Memberships (Regional)	6,400.00	6,400.00	6,400.00	6,400.00
2-23-00-00-230	Fire - Professional/Engineering Fees	2,000.00	2,000.00	2,000.00	2,000.00
2-23-00-00-250	Fire - Equipment Repair & Maintenance	3,900.00	3,900.00	3,900.00	3,900.00
2-23-00-00-270	Fire - Insurance	8,000.00	8,000.00	8,000.00	8,000.00
2-23-00-00-514	Fire - Consumable Supplies	100.00	100.00	100.00	100.00
2-23-00-00-520	Fire - Equipment Parts & Supplies	8,200.00	8,200.00	8,200.00	8,200.00
2-23-00-00-521	Fire - Fuel & Oil				
2-23-00-00-530	Fire - Construction & Maintenance	-	-	-	-
2-23-00-00-540	Fire - Utilities	10,200.00	10,200.00	10,200.00	10,200.00
2-23-00-00-541	Fire - Telephones	2,100.00	2,100.00	2,100.00	2,100.00
2-23-00-00-764	Fire - Transfer to Reserves	8,000.00	8,000.00	8,000.00	8,000.00
2-23-00-00-770	Fire - Fireman's Honorarium	2,500.00	2,500.00	2,500.00	2,500.00
2-23-08-00-210	Fire FR - Travel & Subsistence				
2-23-08-00-211	Fire FR - Training & Registration				
2-23-08-00-270	Fire FR - Insurance	400.00	400.00	400.00	400.00
2-23-08-00-514	Fire FR - Consumable Supplies				
2-23-08-00-520	Fire FR - Equipment Repairs	1,000.00	1,000.00	1,000.00	1,000.00
2-23-08-00-521	Fire FR - Fuel & Oil	1,500.00	1,500.00	1,500.00	1,500.00
2-23-08-00-541	Fire FR - Telephone	950.00	950.00	950.00	950.00
2-23-08-00-770	Fire FR - Honorarium	3,500.00	3,500.00	3,500.00	3,500.00
2-24-00-00-210	Disaster - Travel & Subsistence	700.00	700.00	700.00	700.00
2-24-00-00-211	Disaster - Training & Registration	7,000.00	7,000.00	7,000.00	7,000.00
2-24-00-00-250	Disaster - Repairs & Maintenance	500.00	500.00	500.00	500.00
2-24-00-00-265	Disaster - Building Lease	-	-	-	-
2-24-00-00-270	Disaster - Insurance	275.00	275.00	275.00	275.00
2-24-00-00-510	Disaster - Office Supplies	1,500.00	1,500.00	1,500.00	1,500.00
2-24-00-00-520	Disaster - Office Equipment	2,000.00	2,000.00	2,000.00	2,000.00
2-24-00-00-530	Disaster - Equipment Maintenance	500.00	500.00	500.00	500.00
2-24-00-00-540	Disaster - Utilities	3,000.00	3,000.00	3,000.00	3,000.00
2-24-00-00-541	Disaster - Telephone	4,500.00	4,500.00	4,500.00	4,500.00
2-24-00-00-550	Disaster - COVID 19	-			
2-24-00-00-762	Disaster - Contributed to Capital				

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2-24-00-00-770	Disaster - Director Remuneration	-	-	-	-
2-24-00-00-831	Disaster - Debenture Interest	2,370.69	2,313.48	2,254.31	2,193.12
2-24-00-00-832	Disaster - Debenture Principal				
		84,095.69	84,038.48	83,979.31	83,918.12
BYLAW REVENUES					
1-26-00-00-520	Bylaw - Dog Licenses	(1,500.00)	(1,500.00)	(1,500.00)	(1,500.00)
1-26-00-00-530	Bylaw - Fine Revenue	(1,500.00)	(1,500.00)	(1,500.00)	(1,500.00)
1-26-00-00-531	Bylaw - Provincial Fines	(2,500.00)	(2,500.00)	(2,500.00)	(2,500.00)
		(5,500.00)	(5,500.00)	(5,500.00)	(5,500.00)
BYLAW EXPENSES					
2-26-00-00-230	Bylaw - Enhanced Policing	-	-	-	-
2-26-00-00-231	Bylaw - County Peace Officer	32,000.00	34,000.00	34,000.00	34,000.00
2-26-00-00-250	Bylaw - Contracted Services	38,750.00	41,000.00	41,000.00	41,000.00
2-26-00-00-270	Bylaw - Insurance	150.00	150.00	150.00	150.00
2-26-00-00-510	Bylaw - General	10,000.00			
2-26-00-00-770	Bylaw - Police Cost Funding	22,028.00	29,350.00	44,056.00	44,056.00
		102,928.00	104,500.00	119,206.00	119,206.00
PW REVENUES					
1-31-00-00-490	Public Works - General Revenue				
1-31-00-00-590	Public Works - Debenture				
1-31-00-00-840	Public Works - STEP Grant				
1-31-00-00-920	Public Works - Transfer frm Reserve				
1-31-00-00-940	Public Works - Transfer frm Capital				
1-31-00-00-120	Public Works - Salaries (STEP Grant)				
PW EXPENSES					
2-31-00-00-110	Pub Works - Salaries	74,734.00	75,500.00	75,500.00	75,500.00
2-31-00-00-130	Pub Works - Benefits	16,200.00	16,800.00	16,800.00	16,800.00
2-31-00-00-210	Pub Works - Travel & Subsistence	500.00	500.00	500.00	500.00
2-31-00-00-211	Pub Works - Training & Registration Fees	1,000.00	1,000.00	1,000.00	1,000.00
2-31-00-00-215	Pub Works - Freight	500.00	500.00	500.00	500.00
2-31-00-00-220	Pub Works - Advertising				
2-31-00-00-224	Pub Works - Memberships & Licenses				
2-31-00-00-230	Pub Works - Professional Fees	5,000.00	5,000.00	5,000.00	5,000.00
2-31-00-00-250	Pub Works - Contracted Repairs & Maint	7,400.00	7,400.00	7,400.00	7,400.00
2-31-00-00-263	Pub Works - Equipment Rental				
2-31-00-00-270	Pub Works - Insurance	10,700.00	10,700.00	10,700.00	10,700.00
2-31-00-00-510	Pub Works - Office Supplies				
2-31-00-00-513	Pub Works - Tools	1,000.00	1,000.00	1,000.00	1,000.00
2-31-00-00-514	Pub Works - Consumable Supplies				
2-31-00-00-520	Pub Works - Equip Parts & Supplies	18,000.00	18,000.00	18,000.00	18,000.00
2-31-00-00-521	Pub Works - Fuel & Oil	15,000.00	15,000.00	15,000.00	15,000.00
2-31-00-00-530	Pub Works - Construction & Maintenance	-	-	-	-
2-31-00-00-540	Pub Works - Utilities	10,500.00	10,500.00	10,500.00	10,500.00
2-31-00-00-541	Pub Works - Telephone	11,000.00	11,000.00	11,000.00	11,000.00
2-31-00-00-542	Pub Works - Security Alarm	800.00	800.00	800.00	800.00
2-31-00-00-762	Pub Works - Transfer to Capital				

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2-31-00-00-764	Pub Works - Transfer to Reserves				
2-31-00-00-831	Pub Works - Debenture Interest	19,291.86	17,438.55	15,503.37	13,482.70
2-31-00-00-832	Pub Works - Debenture Principal				
2-31-00-00-900	Pub Works - Amortization Expense				
		191,625.86	191,138.55	189,203.37	187,182.70
ROADS & STREETS REVENUES					
1-32-00-00-490	Streets - General Revenue	-	-	-	-
1-32-00-00-600	Streets - Gain/Loss on Disposal of Asset				
1-32-00-00-920	Streets - Transfer frm Reserve				
1-32-00-00-940	Streets - Transfer frm Capital				
		-	-	-	-
ROADS & STREETS EXPENSES					
2-32-00-00-110	Streets - Salaries	82,000.00	84,400.00	84,400.00	84,400.00
2-32-00-00-130	Streets - Benefits	19,800.00	20,100.00	20,100.00	20,100.00
2-32-00-00-210	Streets - Travel & Subsistence				
2-32-00-00-211	Streets - Training				
2-32-00-00-215	Streets - Freight				
2-32-00-00-230	Streets - Professional Fees	1,500.00	1,500.00	1,500.00	1,500.00
2-32-00-00-250	Streets - Contracted Repairs & Main	60,000.00	60,000.00	60,000.00	60,000.00
2-32-00-00-251	Streets - Railway Crossing Maintenance	7,200.00	7,600.00	7,600.00	7,600.00
2-32-00-00-252	Streets - Snow Removal	30,000.00	30,000.00	30,000.00	30,000.00
2-32-00-00-263	Streets - Equipment Rental	2,000.00	2,000.00	2,000.00	2,000.00
2-32-00-00-270	Streets - Insurance	4,500.00	4,500.00	4,500.00	4,500.00
2-32-00-00-290	Streets - General Expenses				
2-32-00-00-516	Streets - Signs	1,500.00	1,500.00	1,500.00	1,500.00
2-32-00-00-520	Streets - Equip Parts & Supplies	5,000.00	5,000.00	5,000.00	5,000.00
2-32-00-00-521	Streets - Fuel & Oil				
2-32-00-00-530	Streets - Construction & Maintenance	-	-	-	-
2-32-00-00-531	Streets - Chemicals	800.00	800.00	800.00	800.00
2-32-00-00-534	Streets - Sand & Gravel	1,600.00	1,600.00	1,600.00	1,600.00
2-32-00-00-535	Streets - Dust Control	-	-	-	-
2-32-00-00-540	Streets - Utilities	46,800.00	46,800.00	46,800.00	46,800.00
2-32-00-00-762	Streets - Transfer to Capital				
2-32-00-00-764	Streets - Transfer to Reserves				
2-32-00-00-900	Streets - Amortizaiton Expense				
		262,700.00	265,800.00	265,800.00	265,800.00
WATER REV					
1-37-00-00-490	Storm Sewer - General Revenue				
1-41-00-00-400	Water - Utility Charges	(132,000.00)	(132,000.00)	(132,000.00)	(132,000.00)
1-41-00-00-401	Water - Bulk Water	(5,000.00)	(5,000.00)	(5,000.00)	(5,000.00)
1-41-00-00-402	Water - Utility Flat Rate	(171,000.00)	(171,000.00)	(171,000.00)	(171,000.00)
1-41-00-00-403	Water - Toilet Rebates				
1-41-00-00-490	Water - General Revenue	(5,000.00)	(5,000.00)	(5,000.00)	(5,000.00)
1-41-00-00-593	Water - Highway 12/21 Rebate				
1-41-00-00-920	Water - Transfer frm Reserve				

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		(313,000.00)	(313,000.00)	(313,000.00)	(313,000.00)
WATER EXP					
2-41-00-00-110	Water - Salaries	43,800.00	44,500.00	44,500.00	44,500.00
2-41-00-00-130	Water - Benefits	13,800.00	14,000.00	14,000.00	14,000.00
2-41-00-00-210	Water - Travel & Subsistence	500.00	500.00	500.00	500.00
2-41-00-00-211	Water - Training & Registration Fees	1,000.00	1,000.00	1,000.00	1,000.00
2-41-00-00-215	Water - Freight				
2-41-00-00-217	Water - Educational Materials				
2-41-00-00-230	Water - Professional Fees				
2-41-00-00-250	Water - Repairs, Maint & Equip	25,000.00	25,000.00	25,000.00	25,000.00
2-41-00-00-251	Water - Water Main Breaks				
2-41-00-00-263	Water - Equipment Rental				
2-41-00-00-270	Water - Insurance	5,600.00	5,600.00	5,600.00	5,600.00
2-41-00-00-290	Water - General Expenses				
2-41-00-00-510	Water - Office Supplies	4,300.00	4,300.00	4,300.00	4,300.00
2-41-00-00-513	Water - Tools				
2-41-00-00-520	Water - Equip Parts & Supplies	12,000.00	12,000.00	12,000.00	12,000.00
2-41-00-00-521	Water - Fuel & Oil				
2-41-00-00-530	Water - Construction/Maintenance				
2-41-00-00-531	Water - Chemicals	1,750.00	1,750.00	1,750.00	1,750.00
2-41-00-00-532	Water - Water Sample Costs	500.00	500.00	500.00	500.00
2-41-00-00-540	Water - Utilities	24,000.00	24,500.00	25,000.00	25,500.00
2-41-00-00-541	Water - Telephone				
2-41-00-00-543	Water - River Water	170,000.00	170,000.00	170,000.00	170,000.00
2-41-00-00-762	Water - Transfer to Capital				
2-41-00-00-764	Water - Transfer to Reserves				
2-41-00-00-831	Water - Debenture Interest	15,481.51	14,987.03	14,533.66	14,040.07
2-41-00-00-832	Water - Debenture Principal				
2-41-03-00-251	Water - Maintenance Bulk Water Station				
2-41-03-00-530	Water - Construct/Main Distribution				
2-41-04-00-543	Water - Bulk Water Usage	2,800.00	2,800.00	2,800.00	2,800.00
		320,531.51	321,437.03	321,483.66	321,490.07

SEWER REV					
1-42-00-00-400	Sewer - Utility Charges	(92,000.00)	(92,000.00)	(92,000.00)	(92,000.00)
1-42-00-00-402	Sewer - Flate Rate	(128,400.00)	(128,400.00)	(128,400.00)	(128,400.00)
1-42-00-00-490	Sewer - General Revenue	(14,600.00)	(14,600.00)	(14,600.00)	(14,600.00)
1-42-00-00-920	Sewer - Transfers frm Reserves				
		(235,000.00)	(235,000.00)	(235,000.00)	(235,000.00)
SEWER EXP					
2-42-00-00-110	Sewer - Salaries	37,000.00	37,600.00	37,600.00	37,600.00
2-42-00-00-130	Sewer - Benefits	8,900.00	9,000.00	9,000.00	9,000.00
2-42-00-00-210	Sewer - Travel & Subsistence	500.00	500.00	500.00	500.00
2-42-00-00-211	Sewer - Training & Registration Fees	2,000.00	2,000.00	2,000.00	2,000.00
2-42-00-00-215	Sewer - Freight				
2-42-00-00-230	Sewer - Professional Fees	1,000.00	1,000.00	1,000.00	1,000.00
2-42-00-00-250	Sewer - Contracted Repair & Main	50,000.00	55,000.00	60,000.00	60,000.00
2-42-00-00-252	Sewer - Lagoon Repairs				

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2-42-00-00-263	Sewer - Equipment Rental				
2-42-00-00-270	Sewer - Insurance	5,200.00	5,200.00	5,200.00	5,200.00
2-42-00-00-510	Sewer - Office Supplies				
2-42-00-00-520	Sewer - Equip Parts & Supplies	3,000.00	3,000.00	3,000.00	3,000.00
2-42-00-00-521	Sewer - Fuel & Oil	-	-	-	-
2-42-00-00-530	Sewer - Construction & Maintenance	900.00	900.00	900.00	900.00
2-42-00-00-531	Sewer - Chemicals	7,500.00	7,500.00	7,500.00	7,500.00
2-42-00-00-540	Sewer - Utilities	26,000.00	26,000.00	26,000.00	26,000.00
2-42-00-00-541	Sewer - Telephone	2,300.00	2,300.00	2,300.00	2,300.00
2-42-00-00-762	Sewer - Transfer to Capital				
2-42-00-00-764	Sewer - Transfer to Reserves				
2-42-00-00-821	Sewer - Debenture Interest				
2-42-00-00-822	Sewer - Debenture Principal				
2-42-00-00-831	Sewer - Debenture Interest	19,273.69	17,765.88	16,200.07	14,573.95
2-42-00-00-832	Sewer - Debenture Principal				
2-42-00-00-900	Sewer - Amortization Expense				
		163,573.69	167,765.88	171,200.07	169,573.95
GARBAGE REV					
1-43-00-00-400	Garbage - Utility Charge	(132,500.00)	(132,500.00)	(132,500.00)	(132,500.00)
1-43-00-00-401	Garbage - Recycle Fees	(30,000.00)	(30,000.00)	(30,000.00)	(30,000.00)
1-43-00-00-402	Garbage - County Reimburse Recycle Fee	(2,400.00)	(2,400.00)	(2,400.00)	(2,400.00)
1-43-00-00-900	Garbage - LRSWA Refund	-	-	-	-
1-43-00-00-920	Garbage - Transfer from Reserves				
		(164,900.00)	(164,900.00)	(164,900.00)	(164,900.00)
GARBAGE EXP					
2-43-00-00-110	Garbage - Salaries	24,000.00	24,400.00	24,400.00	24,400.00
2-43-00-00-130	Garbage - Benefits	5,500.00	5,600.00	5,600.00	5,600.00
2-43-00-00-215	Garbage - Freight				
2-43-00-00-230	Garbage - Professional Fees				
2-43-00-00-250	Garbage - Contracted Repairs & Maint	29,000.00	29,000.00	31,000.00	33,000.00
2-43-00-00-251	Garbage - Contracted Recycling	30,000.00	30,000.00	31,500.00	32,500.00
2-43-00-00-263	Garbage - Equipment Rental				
2-43-00-00-270	Garbage - Insurance	650.00	650.00	650.00	650.00
2-43-00-00-290	Garbage - General Expenses				
2-43-00-00-350	Garbage - Regional Land Fill Fee	47,800.00	47,800.00	47,800.00	47,800.00
2-43-00-00-510	Garbage - Office Supplies	500.00	500.00	500.00	500.00
2-43-00-00-520	Garbage - Equip Parts & Supplies				
2-43-00-00-521	Garbage - Fuel & Oil				
2-43-00-00-530	Garbage - Construction & Maintenance				
2-43-00-00-531	Garbage - Compost	2,800.00	2,800.00	2,800.00	2,800.00
2-43-00-00-540	Garbage - Utilities				
2-43-00-00-762	Garbage - Transfer to Capital				
2-43-00-00-764	Garbage - Transfer to Reserves				
		140,250.00	140,750.00	144,250.00	147,250.00
FCSS REV					
1-51-00-00-490	FCSS - General Revenue				
1-51-00-00-840	FCSS - Conditional Grant	(23,700.00)	(23,700.00)	(23,700.00)	(23,700.00)
1-51-00-00-850	FCSS - County Funding				

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		(23,700.00)	(23,700.00)	(23,700.00)	(23,700.00)
FCSS EXP					
2-51-00-00-770	FCSS - Transfer to Other Organizations	29,600.00	29,600.00	29,600.00	29,600.00
2-51-00-00-831	FCSS - Debenture Interest	-	-	-	-
2-51-00-00-832	FCSS - Debenture Principal	-	-	-	-
		29,600.00	29,600.00	29,600.00	29,600.00
CEMETERY REV					
1-56-00-00-400	Cemetery - Plot Sales	(600.00)	(600.00)	(600.00)	(600.00)
1-56-00-00-410	Cemetery - Open & Close Charges	(300.00)	(300.00)	(300.00)	(300.00)
1-56-00-00-490	Cemetery - General Revenue	(200.00)	(200.00)	(200.00)	(200.00)
1-56-00-00-800	Cemetery - County of Lacombe Grants	(5,000.00)	(5,000.00)	(5,000.00)	(5,000.00)
1-56-00-00-990	Cemetery - Donations				
		(6,100.00)	(6,100.00)	(6,100.00)	(6,100.00)
CEMETERY EXP					
2-56-00-00-250	Cemetery - Contracted Repairs & Main	14,000.00	14,000.00	14,000.00	14,000.00
2-56-00-00-270	Cemetery - Insurance	120.00	120.00	120.00	120.00
2-56-00-00-290	Cemetery - General Expenses	500.00	500.00	500.00	500.00
2-56-00-00-521	Cemetery - Fuel & Oil				
2-56-00-00-530	Cemetery - Construction & Maint Material	1,000.00	1,000.00	1,000.00	1,000.00
2-56-00-00-762	Cemetery - Transfer to Capital				
2-56-00-00-764	Cemetery - Transfer to Reserves				
		15,620.00	15,620.00	15,620.00	15,620.00
MUNI PLAN & DEVELOP REVENUES					
1-61-00-00-490	Dev - General Revenue				
1-61-00-00-520	Dev - Development & Building Permits	(1,000.00)	(1,000.00)	(1,000.00)	(1,000.00)
1-61-00-00-920	Dev - Transfers frm Reserves				
1-62-00-00-551	Eco Dev - Lease Revenue (Bays 1,3 & 4)	(24,000.00)	(24,000.00)	(24,000.00)	(24,000.00)
1-62-00-00-990	Eco Dev - Building Cost Recovery				
		(25,000.00)	(25,000.00)	(25,000.00)	(25,000.00)
MUNI PLAN & DEVELOP EXPENSE					
2-61-00-00-220	Planning - Advertising	200.00	200.00	200.00	200.00
2-61-00-00-224	Planning - Memberships				
2-61-00-00-230	Planning - Professional Fees	4,500.00	2,500.00	2,500.00	2,500.00
2-61-00-00-231	Planning - Permit Fees				
2-61-00-00-290	Planning - General Goods & Services	500.00	500.00	500.00	500.00
2-62-00-00-210	Eco Dev - Travel & Subsistence	300.00	300.00	300.00	300.00
2-62-00-00-211	Eco Dev - Training & Registration	800.00	800.00	800.00	800.00
2-62-00-00-220	Eco Dev - Advertising	2,000.00	2,000.00	2,000.00	2,000.00
2-62-00-00-250	Eco Dev - Repair & Maint	3,000.00	3,000.00	3,000.00	3,000.00
2-62-00-00-265	Eco Dev - Lease Bay 1	-	-	-	-
2-62-00-00-270	Eco Dev - Insurance	3,000.00	3,000.00	3,000.00	3,000.00
2-62-00-00-290	Eco Dev - General Expenses	2,500.00	2,500.00	2,500.00	2,500.00
2-62-00-00-291	Eco Dev - Lease Bay 3	-	-	-	-
2-62-00-00-292	Eco Dev - Lease Bay 4	-	-	-	-

2022 Draft Operating Budget		2022 Draft	2023 Draft	2024 Draft	2025 Draft
2-62-00-00-514	Eco Dev - Consumable Supplies				
2-62-00-00-520	Eco Dev - Office Equipment	-	-	-	-
2-62-00-00-540	Eco Dev - Utilities - Lease Bays	24,000.00	24,000.00	24,000.00	24,000.00
2-62-00-00-541	Eco Dev - Telephone	3,500.00	3,500.00	3,500.00	3,500.00
2-62-00-00-831	Railway House - Debenture Interest	37,140.82	36,244.52	35,317.58	34,358.94
2-62-00-00-832	Railway House - Debenture Principal				
2-66-00-00-230	Land Dev - Subdivision Professional Fees	-	-	-	
		81,440.82	78,544.52	77,617.58	76,658.94
RECREATION REVENUES					
1-72-01-00-490	Rec - General Revenue	(100.00)	(100.00)	(100.00)	(100.00)
1-72-01-00-800	Rec - Lacombe County (Skateboard Park)	(1,380.00)	(1,380.00)	(1,380.00)	(1,380.00)
1-72-01-00-840	Rec - Provincial Grants	-	-	-	-
1-72-01-00-990	Rec - Community Donations	-	-	-	-
		(1,480.00)	(1,480.00)	(1,480.00)	(1,480.00)
RECREATION EXPENSES					
2-72-01-00-210	Rec - Travel & Subsistence	-	-	-	-
2-72-01-00-211	Rec - Training & Registration	-	-	-	-
2-72-01-00-220	Rec - Advertsing	-	-	-	-
2-72-01-00-240	Rec - Events	-	-	-	-
2-72-01-00-250	Rec - Repair & Maintenance	-	-	-	-
2-72-01-00-265	Rec - Building Rental	-	-	-	-
2-72-01-00-270	Rec - Insurance	-	-	-	-
2-72-01-00-414	Rec - Summer Camps	-	-	-	-
2-72-01-00-450	Rec - Youth Center	-	-	-	-
2-72-01-00-510	Rec - Office Supplies & Computer Service	-	-	-	-
2-72-01-00-511	Rec - Supplies	-	-	-	-
2-72-01-00-530	Rec - Construction & Maintenance Materia	-	-	-	-
2-72-01-00-540	Rec - Utilities	-	-	-	-
2-72-01-00-541	Rec - Telephone	-	-	-	-
2-72-01-00-771	Rec - Transfer to Other Organizaitons	4,000.00	4,000.00	4,000.00	4,000.00
2-72-01-00-831	Rec - Debenture Interest	-	-	-	-
2-72-01-00-832	Rec - Debenture Principal	-	-	-	-
		4,000.00	4,000.00	4,000.00	4,000.00
ARENA REV					
1-72-02-00-401	Arena - General Revenue				
1-72-02-00-841	Arena - MSI Grant	(17,500.00)	(17,500.00)	(17,500.00)	(17,500.00)
1-72-02-00-920	Arena - Transfer from Reserves				
		(17,500.00)	(17,500.00)	(17,500.00)	(17,500.00)
ARENA EXP					
2-72-02-00-230	Arena - Professional Fees				
2-72-02-00-250	Arena - Contract Repairs & Maint	1,100.00	1,100.00	1,100.00	1,100.00
2-72-02-00-270	Arena- Insurance	18,000.00	18,000.00	18,000.00	18,000.00
2-72-02-00-290	Arena - General Expenses	-	-	-	-
2-72-02-00-540	Arena - Utilities	-	-	-	-
2-72-02-00-541	Arena - Telephone	-	-	-	-

2022 Draft Operating Budget		2022 Draft	2023 Draft	2024 Draft	2025 Draft
2-72-02-00-762	Arena - Transfer to Capital	-	-	-	-
2-72-02-00-764	Arena - Transfer to Reserves	-	-	-	-
2-72-02-00-770	Arena - Transfer to Board	30,400.00	30,400.00	30,400.00	30,400.00
		49,500.00	49,500.00	49,500.00	49,500.00
CAMPGROUND REV					
1-72-03-01-410	Campground - Fees	(23,000.00)	(23,000.00)	(23,000.00)	(23,000.00)
1-72-03-01-840	Campground - MRTA Operating Grant				
1-72-04-00-110	Trails - General Revenue				
1-72-04-00-920	Trails - Transfers frm Reserves				
		(23,000.00)	(23,000.00)	(23,000.00)	(23,000.00)
CAMPGROUND EXP					
2-72-03-01-110	Campground - Salaries				
2-72-03-01-130	Campground - Benefits				
2-72-03-01-215	Campground - Freight				
2-72-03-01-220	Campground - Advertising	550.00	550.00	550.00	550.00
2-72-03-01-250	Campground - Contract Repair & Maint	20,000.00	20,000.00	20,000.00	20,000.00
2-72-03-01-270	Campground - Insurance & Permits	775.00	775.00	775.00	775.00
2-72-03-01-290	Campground - General Expenses	500.00	500.00	500.00	500.00
2-72-03-01-514	Campground - Consumable Supplies	-	-	-	-
2-72-03-01-520	Campground - Equip Parts & Supplies	1,000.00	1,000.00	1,000.00	1,000.00
2-72-03-01-521	Campground - Fuel & Oil				
2-72-03-01-530	Campground - Construc & Maint Materi				
2-72-03-01-531	Campground - Sand & Gravel				
2-72-03-01-536	Campground - Firewood				
2-72-03-01-540	Campground - Utilities	6,300.00	6,300.00	6,300.00	6,300.00
2-72-03-01-541	Campground - Telephone	370.00	370.00	370.00	370.00
		29,495.00	29,495.00	29,495.00	29,495.00
PARKS EXP					
2-72-03-00-110	Parks - Salaries	50,200.00	51,000.00	51,000.00	51,000.00
2-72-03-00-130	Parks - Benefits	12,000.00	12,300.00	12,300.00	12,300.00
2-72-03-00-215	Parks - Freight				
2-72-03-00-250	Parks - Contracted Repairs & Maint	7,500.00	7,500.00	7,500.00	7,500.00
2-72-03-00-263	Parks - Equipment Rental				
2-72-03-00-270	Parks - Insurance	430.00	430.00	430.00	430.00
2-72-03-00-290	Parks - General Expenses	2,000.00	2,000.00	2,000.00	2,000.00
2-72-03-00-520	Parks - Equipment Parts & Supplies	3,000.00	3,000.00	3,000.00	3,000.00
2-72-03-00-521	Parks - Fuel & Oil				
2-72-03-00-530	Parks - Construction & Maint Materia	7,500.00	7,500.00	7,500.00	7,500.00
2-72-03-00-532	Parks - Trees	-	-	-	-
2-72-03-00-761	Parks - Transfer to Reserves				
2-72-03-00-762	Parks - Contributed to Capital				
2-72-03-00-764	Parks - Transfer to Operating Reserv				
2-72-03-00-770	Parks - Transfer to Local Boards				
		82,630.00	83,730.00	83,730.00	83,730.00
TRAIL EXP					
2-72-04-00-110	Trail - Salaries	24,600.00	25,000.00	25,000.00	25,000.00

2022 Draft Operating Budget		2022 Draft	2023 Draft	2024 Draft	2025 Draft
2-72-04-00-130	Trail - Benefits	5,750.00	5,850.00	5,850.00	5,850.00
2-72-04-00-270	Trail - Insurance	85.00	85.00	85.00	85.00
2-72-04-00-521	Trail - Fuel & Oil				
2-72-04-00-530	Trail - Construcion & Maint Materia	1,000.00	1,000.00	1,000.00	1,000.00
2-72-04-00-770	Trail - Transfers to Local Boards				
		31,435.00	31,935.00	31,935.00	31,935.00
HALL REVENUE					
1-74-04-00-590	Community Hall - General Revenue				
HALL EXP					
2-74-04-00-250	Community Hall - Repairs & Maintenan	500.00	500.00	500.00	500.00
2-74-04-00-251	Community Hall - Contracted Cleaning				
2-74-04-00-270	Community Hall - Insurance	3,000.00	3,000.00	3,000.00	3,000.00
2-74-04-00-762	Community Hall - Transfer to Capital				
2-74-04-00-764	Community Hall - Transfer to Reserve				
2-74-04-00-770	Community Hall - Trnsf to Local Board	6,000.00	6,000.00	6,000.00	6,000.00
		9,500.00	9,500.00	9,500.00	9,500.00
LIBRARY REV					
1-74-06-00-500	Library - User Fees	(7,500.00)	(7,500.00)	(7,500.00)	(7,500.00)
1-74-06-00-501	Library - Grants	(6,776.00)	(6,776.00)	(6,776.00)	(6,776.00)
1-74-06-00-502	Library - Provincial Grants	(8,500.00)	(8,500.00)	(8,500.00)	(8,500.00)
1-74-06-00-920	Library - Transferes frm Reserves				
1-74-06-00-990	Library - Utility Reimbursement				
		(22,776.00)	(22,776.00)	(22,776.00)	(22,776.00)
LIBRARY EXP					
2-74-06-00-250	Library - Contract Repairs & Maintenance				
2-74-06-00-270	Library - Insurance	2,600.00	2,600.00	2,600.00	2,600.00
2-74-06-00-400	Library - General Expenses	31,000.00	31,000.00	31,000.00	31,000.00
2-74-06-00-530	Library - Construction & Miantenance Mat				
2-74-06-00-540	Library - Utlilities	4,500.00	4,500.00	4,500.00	4,500.00
2-74-06-00-764	Library - Transfer to Reserves				
2-74-06-00-765	Library - PRL Requisition	6,300.00	6,300.00	6,300.00	6,300.00
2-74-06-00-770	Library - Transfer to Local Board	13,000.00	13,000.00	13,000.00	13,000.00
		57,400.00	57,400.00	57,400.00	57,400.00
Total Revenue		(2,657,218.70)	(2,657,218.70)	(2,657,218.70)	(2,657,218.70)
Total Expenses		2,389,885.08	2,392,313.97	2,411,329.50	2,409,919.29
Variance		(267,333.62)	(264,904.73)	(245,889.20)	(247,299.41)

2022 Draft Operating Budget	2022 Draft	2023 Draft	2024 Draft	2025 Draft
Debenture Principal Payments				
Disaster Services Principal (Railway House)	1,673.45	1,730.66	1789.83	1,851.02
PW Principal	42,082.12	43,935.44	45870.62	47,891.29
Water Principal	31,785.53	32,253.01	32733.38	33,226.67
Sewer Principal	40,940.81	42,448.61	44014.42	45,640.54
Eco. Development (Railway House)	26,217.36	27,113.66	28040.6	28,999.24
	142,699.27	147,481.38	152,448.85	157,608.76
Total Surplus/Deficit	(124,634.35)	(117,423.35)	(93,440.35)	(89,690.65)

Mooring Disturbance Standard

Waterfront and Semi-waterfront Property Owners Fact Sheet

Environment and Parks has developed a disturbance standard for temporary seasonal mooring structures, such as docks and boat lifts.

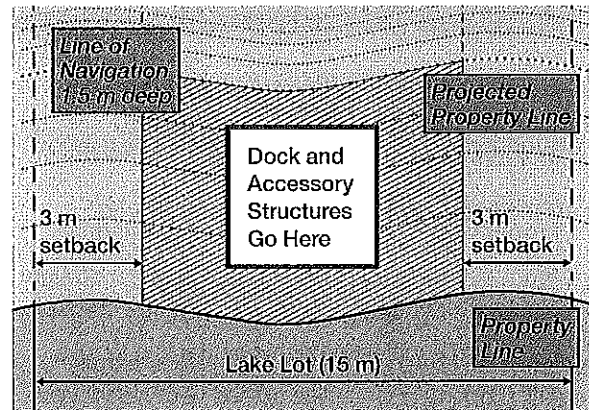
The goal of the disturbance standard is to establish clear rules for temporary seasonal mooring structures to safely and fairly accommodate recreational use of Alberta's lakes and rivers, while streamlining the authorization process for temporary mooring structures.

The disturbance standard applies to seasonal mooring structures for waterfront, semi-waterfront and municipal waterfront property owners.

If your mooring structure does not align with the disturbance standard, you would continue to require an authorization from Environment and Parks prior to placing your dock. Learn more about an authorization by visiting www.alberta.ca/lakeshores.aspx.

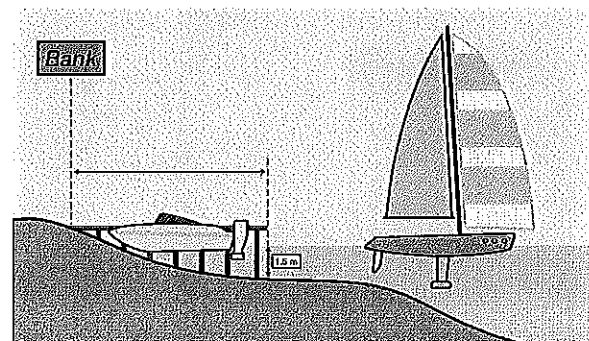
Determining the mooring area

The mooring area, where dock and accessory structures go, is bound by the line of navigation and the setbacks from each projected property line.

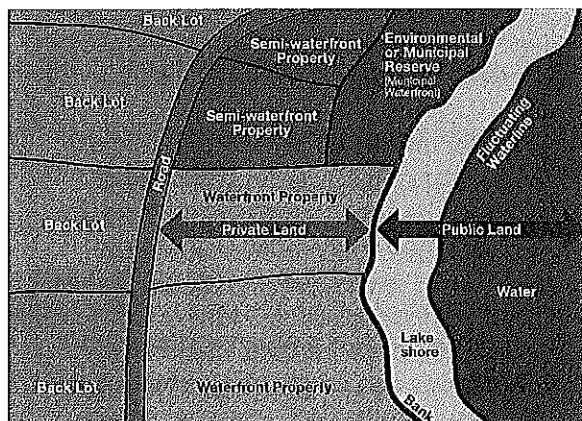


Step one: Determine the line of navigation.

Line of Navigation = 1.5 metres of water depth



*If you own a watercraft with a keel that extends beyond 1.5 metres in depth as pictured above, it will need to be moored outside the line of navigation on a mooring buoy.

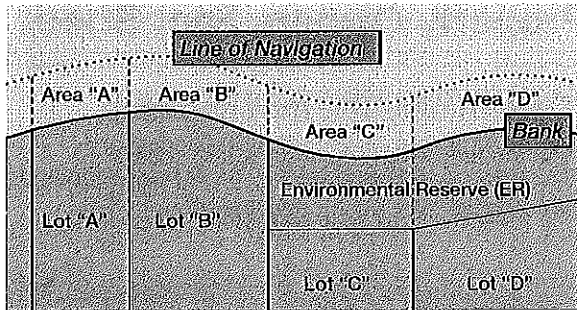


A back lot property owner is one who does not share a property boundary with a waterbody or have direct access to it.

A semi-waterfront landowner is someone who owns the land directly adjoining a municipal or environmental reserve that directly adjoins the bank of a waterbody.

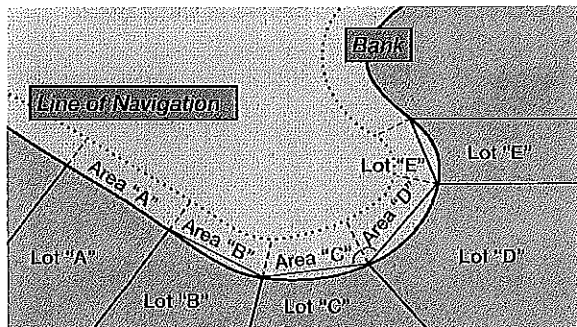
A waterfront landowner owns the land directly adjoining the bank of a waterbody.

Step two: Extend your property lines to the line of navigation.



If your property lines cannot be extended directly into the lake without intersecting with your neighbours, then use the coterminous line method.

- At the bank, draw a straight line across your property from one property corner to the other.
- From each of these corners draw another straight line to your neighbour's far property line corner.
- Create an equal angle between the line across your property and the line across your neighbour's property.
- Extend a projected line perpendicular out to the line of navigation.



If the projected lot lines intersect or overlap, another method can be proposed, e.g., cluster developments.

Disturbance Standard

Here's what the disturbance standard says:

- You may have one temporary seasonal dock for personal use within the mooring area if you are a waterfront or semi-waterfront landowner. The walkway can be up to 1.5 metres wide.
- The dock and associated mooring structures cannot exceed 50 per cent of the waterfront holder's lot width.

- The dock must be at least three metres away from the property lines. Exceptions are made for shared docks (see Shared Docks Fact Sheet).
- The dock may not have any fixed or covered structures including, but not limited to gazebos, storage sheds, shelters or other similar structures. Fuel cannot be stored on the dock.
- The dock, and all boat lifts, swimming platforms and buoy anchors are to be removed before the end of the open water season.
- Boat lifts may be placed as an associated structure or as a stand alone structure, but must be temporary and cannot be enclosed on all sides.
- Aquatic vegetation may be cut once per year between July 15 to September 15, following the requirements outlined in the disturbance standard.

Swimming platforms:

- One swimming platform, with a slide or bench, can be placed within the projected property lines, and is smaller than 10m² in size.

Mooring buoy/anchor:

- One anchored buoy can be placed beyond the line of navigation within projected property lines if necessary to moor a deep keeled watercraft. The swing radius of the watercraft must be at least three metres from the projected property lines, and 20 metres away from other mooring buoys.

Materials for dock and accessory structures:

- The dock and floats must be constructed of biologically inert and non-reactive materials like wood or fiberglass that do not degrade when exposed to abrasion, water or petroleum products. Anchors and flotation devices must not have product residue or be made of garbage, waste or debris.
- Preservatives may only be applied to the dock when it's above the bank, and it can only be placed below the bank once the preservatives have completely dried.

Transition Period for Existing Docks

A five year transitional period until April 16, 2026 is provided in the disturbance standard whereby docks that do not meet the standard can continue to be placed to allow time to meet the disturbance standard or apply for an authorization.

Red Deer River Municipal User Group Association

28 September 2021

Councilor Besuijen

For more information see the RDRMUG web page rdrmug.ca

1. Minutes to the RDRMUG Regular Minutes September 16, 2021 are attached as provided by the Executive Director.
2. Highlights of the meeting
 - a. Review of regular meeting items including financial statements
 - b. A candidate to replace the executive director, who is retiring, has been given a offer and accepted by Mr. R. Friesen
3. J. Christianson and J. Wallsmith presented update on irrigation projects in Special and MD of Acadia (web link to the presentation is attached to this report. [PowerPoint Presentation \(rdrmug.ca\)](#) or visit rdrmug.ca)

Please contact me if you require any additional information.

Regards,



Tim Besuijen

Minutes of the Red Deer River Municipal Users Group

Regular Meeting

September 16, 2021 at 1:00 PM - Via Zoom

“An enduring healthy Red Deer River system with sufficient flows through all seasons to sustain communities, the economy and healthy aquatic environments”

Attendance: R. Hoyt – MD Acadia, P. Johnson, Mountain View County, G. Keiver – Kneehill County, AM. Philipsen – County of Newell, P. Massier – Red Deer County, A. Campbell – Town of Stettler, G. Bates – Town of Innisfail, W. Blatz – Town of Olds, G. Campion – Town of Hanna, R. Kasco – Town Oyen, M. Swanson – Clearwater County, T. Rilling – Town of Sylvan Lake, R. Poole – Town of Blackfalds, T. Leslie – Town of Sundre, D. Drohomerski – Town of Drumheller, T. Besuijen – Village of Alix, M. Marshall – Starland County, B. Shaw – City of Red Deer, J. Slemph – Special Areas, B. Windsor – Town of Didsbury.

Member Presenters: J. Christianson, Chair, Special Areas
J. Wallsmith, CAO, MD of Acadia

1. Call to Order:

Co-Chair J. Ireland called the meeting to order at 1:00pm.

2. Adoption of Agenda:

2.1 Additions to Agenda: None

Motion: G. Campion moved that the agenda for the September 16, 2021 RDRMUG regular meeting be adopted as presented. **Carried**

3. Presenter(s):

J. Christianson, Chair, Special Areas
J. Wallsmith, CAO, MD Acadia

Provided an update on the work that has been completed and is in progress pertaining to the Special Areas and MD of Acadia irrigation projects. A partnership has been entered into with the Canada Infrastructure Bank and Alberta Agriculture and Forestry to complete a joint irrigation study. This work commenced in the spring 2021 and is investigating the technical and financial feasibility of developing irrigation in east-central Alberta using the Red Deer River as the water source.

[Click here](#) to view presentation.

4. Minutes:

4.1. Confirmation of Minutes of May 20, 2021

4.2. Business arising from Minutes of May 20, 2021:

Review supplemental information presented by BPS Consulting Ltd. (B. Shaw) re Handbook Concern 5. This item was presented at the May 20, 2021 meeting in B. Shaw's absence.

B. Shaw reviewed the information presented reiterating the importance of RDRMUG following up on two key directions outlined in the Water Management Plan for the South Saskatchewan River Basin:

- Water conservation objectives
- Water allocation limits

[Click here](#) for background information

MOTION: R. Kasco moved that the Red Deer River Municipal User Group Meeting minutes of May 20, 2021 be adopted as presented.

Carried

5. Financial:

Financial Statements to August 31, 2021: ([Click here](#) for copy)

Executive Director Keith Ryder provided an overview of the financial statements to August 31, 2021.

- Balance Statement: Bank Balance - **\$82,221.74**
- Closing Surplus – **\$72,494.66**
- Statement of Revenue and Expenses – Revenue - **\$44,718.90**
- Expenses - **\$29,753.87**
- Surplus (Loss) for Year to-date – **\$14,965.03**

5.1. Operating Budget: ([Click here](#) for approved copy)

Presented for reference and information

MOTION D. Drohomerski moved to accept the Financial Statements to August 31, 2021 as presented.

Carried

6. New Business:

1.1. Selection Committee Report – Replacement of Executive Director

J. Ireland reported that the RDRMUG Selection Committee has conducted the interview process and recommends that Mr. Rudy Friesen be offered the position of RDRMUG Executive Director.

- Mr. Friesen is the CAO of the Village of Cremona and has past administrative experience with the City of Lethbridge as CEO at Exhibition Park.
- References were supplied and provided excellent reports.
- Letter of support from Mayor of Cremona stating that the Village of Cremona supports Mr. Friesen's application for the RDRMUG Executive Director position.
- Background includes a strong variety of meeting management and working with strategic partnerships.

Motion: J. Ireland moved that the engagement of Mr. R. Friesen as RDRMUG Executive Director as per the following terms, be recommended to the RDRMUG Membership at the regular September 16, 2021 meeting.

- Hired on a contract basis similar to current Executive Director
- Commencement date November 1, 2021
- Performance review to take place November 2022
- Contract rate will be \$30,000.00 per annum with an expectation of a minimum 15 hours per week dedicated to RDRMUG.

Carried

7. Executive Director Report:

1.2. K. Ryder advised:

- Municipal Utility Comparison has been updated and would be a valuable tool to provide ratepayers with information on how their utility rates compare with other Alberta communities. [Click here](#) to view report.
- [RDRWA](#) has produced a map detailing "Hydrological Sensitive Areas". [Click here](#) to view map.
- Work is continuing on updating www.rdrmug.ca with an effort to make the web-site more streamlined and provide members with current and updated information
- RDRMUG Video has been completed. [Click here](#) to view.

Next Steps:

- K. Ryder advised that he is looking forward to working with Mr. R. Friesen as his replacement and will work hard to ensure a smooth transition of the RDRMUG Executive Director duties.

Motion: R. Poole moved to accept the Executive Director's report for information.

Carried

8. Agenda Additions: None

9. Correspondence & Articles: To be posted www.rdrmug.ca

10. Municipal Project Review: *An opportunity for all representatives to share their current and future water/waste water projects in an open round table format. If a member has a report that they wish to have included in the minutes we would ask for a written copy*

Several Members advised that they would not be running or returning to the RDRMUG after the October elections. On behalf of all members we express our sincere thanks to the dedication, support and input to RDRMUG.

11. Next Meeting: December 2, 2021 – Format to be determined.
(Meeting date changed to accommodate the AUMA fall conference).

14. Adjournment: 3:15pm

Motion by to adjourn RDRMUG regular meeting.

A. Campbell

Carried

Parkland Regional Library Board
Regular Board Meeting
Held Via Zoom
September 16, 2021

The meeting was called to order at 10:05 am.

New Business

The **proposed budget** was presented with a zero increase to the municipal requisition. The board passed the budget and it will now be sent out to each municipality for their approval.

A motion was presented to clarify the movement of reserve funds. The policy did not specify which committees had the authority. The new wording to the policy states that only the Executive Committee or the Board can approve transfer of funds. Motion carried.

A copy of the revised personnel policy was presented. A motion was passed to approve the new amended policy.

National Day for Truth and Reconciliation

Some libraries are closing, others are featuring displays and information sessions recognizing the day. One Board member who is indigenous felt that a day off does nothing to inform people or honor those that attended the residential schools. She felt the libraries were better off to have displays etc. than a holiday.

Parkland is having all their art appraised for insurance purposes.

Colleen Schalm is leaving Parkland after 20+ years. She will be dearly missed, as she was a big part of PRL and the Advocacy Committee. A farewell luncheon had to be cancelled due to the recent Covid restrictions.

Meeting was adjourned at 11:50 am

Lacombe Regional Waste Services Commission
Regular Board Meeting
August 25, 2021

Meeting was called to order at 1:15 pm

A presentation was given by Colin Campbell of Ultimate Waste Services. Mr. Campbell is proposing his company lease an area of the LRWSC site to use as a composting facility. In the proposal, Ultimate Waste would divert much of the waste delivered to LRWSC and run it through their composting procedure. The presentation was accepted as information and the Board looks forward to updates from Mr. Campbell.

Waste Haul Summaries – nothing out of the ordinary

Bylaws - An update to the Governance Bylaw was given third reading. This was done to be in compliance with MGA amendments. Third reading given to Bylaw 2-2021 regarding fees charged by the Commission.

Tipping Fees- Tipping fees were increased from \$40.00/MT to \$45.00/MT . This increase will help offset operational costs that have risen due to higher fuel costs and other miscellaneous materials that are required to maintain the 5 sites.

Mattress Recycling – Nearly 1900 mattresses have been diverted from the landfill with this program. The volume saved is approx. 1614m³. This program is a total success and LRWSC has received many inquiries from other landfill sites that are interested in starting a similar program.

Compost Facility - The initial cost comparisons between using the compost facility vs. hauling to WDML show no real savings in the short term but would likely prolong the life of the equipment and landfill space.

The meeting was adjourned at 3:40 pm

**Lacombe Foundation
Regular Board Meeting
September 27, 2021
Meeting held via Zoom**

The meeting was called to order at 1:05 pm

An update was given on the Senior Income Amounts Jul-Sept. 2021. These are the amounts used to calculate the rent charged for the low-income housing and the lodge rates.

Financial Reports

Income is down as the vacancy is still high due to Covid. Eckville has 7 empty room while Lacombe has 19. There have been a few move-ins and there are a few on the waiting list so hopefully things improve in the near future. The low-income housing is a bit over budget due to the utilities, but this is partly caused by the high occupancy.

Directors Report

There are Covid Outbreaks at both Lodges. In Lacombe one resident tested positive while being admitted to the hospital for an unrelated issue. Initially 6 residents tested positive and were quarantined; 2 turned out to be false positive. Eckville Manor House also had a resident test positive; currently there are 2 positive residents in quarantine. A third round of vaccination boosters is now available to residents.

On September 20th the Board passed an email motion to make staff vaccination mandatory. The management is working with the staff to provide information to the staff and work with those who seek and exemption.

The air heating unit is scheduled to be installed this week in Lacombe.

New Business

The Board ratified the email vote taken September 20th. The vote was 4 – 3 in favour of mandatory vaccination. As a result of the decision, a policy for Immunization of Workers for Covid 19 was put in place, as well as a Workplace Accommodation Policy.

A wheelchair lift is need in Blackfalds to replace the existing one. A motion was passed to purchase and install a new lift at a cost of \$21,000.00 (there are funds in the budget to cover the cost.

The Annual Report was approved

Meeting adjourned at 1:53 pm

Parkland Community Planning Services
Board Meeting
September 23, 2021

Financial reports indicate 'break even' results at 5 months of current reporting cycle with revenue from service fees of Member municipalities covering salaries, benefits, facility costs, audit and minor supply expenses. The Director is confident the work load can be carried by current planning staff. For those of you unfamiliar with PCPS, this agency provides professional planning services to municipalities on a not-for-profit basis.

Regional Subdivision Appeal Board will need recertification this year and a few vacancies will need to be filled for that Board. The positions will be advertised.

This was the last meeting of a municipal election year and three of the original five Board Members attended with two alternates. As only one Board Member is seeking re-election in her municipality, the Director will be calling a special meeting of Member municipalities to elect Board Members. CAO's will be notified of special meeting.

Councillor Soltermann

CN Meeting Report

September 29/21

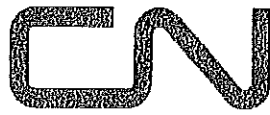
Virtual meeting with Canadian National (CN) PR Representative Tyler Bannick, Alix CAO Michelle White, and Mayor Rob Fehr.

The key topics covered were as follows:

1. Review of vegetation control measures. No incidents this summer, but will continue to monitor.
2. Discussion about what CN looks at for potential business developments along the CN line. Tyler will pass along this question to CN's Business Development person (See attached letter)
3. Rail line security. I brought up the incident in Airdrie recently where 3 teenage girls were ticketed \$600 for trespassing on a rail line. Due to community access issues, people in many communities cross rail lines to shorten their walk. Typically, CN patrol likes to educate the public wherever they can, but they can issue citations at their discretion. Not a common occurrence, but it is a concern to them, as they want to eliminate incidents where pedestrians are struck and injured/killed (please see attached).

Next meeting scheduled for December 2021

Rob Fehr, Mayor of Alix



BE RAIL SMART

STOP. LOOK. LISTEN.
LIVE.

Trains are always much
closer than they appear.
Look, listen and be ready to stop.

RAIL SAFETY TIPS

1 • SPEED MISPERCEPTION

Because of their size, trains appear to be much farther away and travelling much slower than their actual speed. Don't be fooled!

2 • TRAINS CAN'T STOP QUICKLY

The average train needs at least 2 km to stop. Trains can stop, but they can't stop quickly!

3 • TRESPASSING

Taking a shortcut across the tracks or being on railway property is illegal, and trespassers can be seriously injured or killed.

4 • WEIGHT RATIO

An average freight train weighs over 5,500 tonnes. Compare that to a car, which weighs about 1.5 tonnes. A train hitting a car is like a car hitting a pop can.

5 • RAILWAY CARS

Stopped railway cars can move at any time. If you're on one or near one when it moves, you could lose a limb — or worse, your life.

6 • TUNNELS AND BRIDGES

Tunnels, bridges, and trestles are designed only for trains. Trespassers can be seriously injured or killed.

7 • OVERHANG

Trains can carry loads that are wider than the railroad cars themselves. They can have chains, straps or other equipment that may extend outside the car. If you are standing too close, you could get hit.

8 • ANY TIME IS TRAIN TIME

Trains do not always run on schedule. They can run at any time, on any track and come from either direction.

9 • CN POLICE NUMBER

Together we can help save lives! If you witness any unsafe situation near a railroad, please call **1-800-465-9239**.

10 • SAFETY PLEDGE

Act today. Take the pledge at mysafetypledge.com.



#RAILSAFETY

Michelle, I have included our Rail Ready Site webpage I mentioned - [Rail Ready Site Program | cn.ca](http://cn.ca) to give you a better idea of the proactive approach we are taking to help investors choose CN for their transportation needs. In We have three sites in AB currently certified and two more close to being done.

2. Rail Safety week is right around the corner – Sept 20 – 26 - <https://www.cn.ca/en/safety/neighbours/rail-safety/>. You will find all kinds of great information to get involved through the links provided. I have included Dean Solowan, CN Police who is a great resource for future discussions and awareness campaigns.
@'cao@villageofalix.ca', I see we have sent a request to you and the Mayor on Aug 24 and Sept 14 asking that the Village to proclaim Sept 20-26 Rail Safety week, can we count on you to do this?
@Dean Solowan, the Village has both CN and CP tracks through town and mentioned the incident in Airdrie a few weeks back with ticketing of youth. The Mayor is looking for ways to promote Rail Safety and bring awareness to the community, youth in specific.

By joining efforts, we can prevent railroad crossing/trespassing accidents. Here is how you can make sharing what you've learned easy. Together we can save lives.

- Say something! Save the CN Police phone number and call if you witness any unsafe situation near the railroad: 1-800-465-9239.
- Act as a role model around trains and tracks.
- Share rail safety tips with your family, friends, colleagues and community.
- If you live in a CN-served community email [CN Safety](mailto:CN.Safety) to organize a safety presentation in your local school or volunteer to talk to your kids' class about rail safety.

Also attached is a few contact numbers that can be shared with the public and your Village staff

Regards,



Tyler W. Banick

Manager, Public Affairs | Corporate Services
10229 – 127 Ave | Edmonton AB | T5E 0B9
T: 780-643-7632 | C: 587-334-6936

My working day may not be your working day. Please do not feel obliged to reply to this email outside of your normal working hours

Rob Fehr

From: Karen Jensen <karen.jensen07@cn.ca>
Sent: September-17-21 1:12 PM
To: Rob Fehr; 'cao@villageofalix.ca'; Tyler Banick
Cc: Dean Solowan
Subject: RE: Village of Alix, AB - Three Hills Sub ~MP 6.1

Hello Mayor Fehr and CAO White,

Happy to talk to you both next week. Here is my contact information below.



Karen Anne Jensen, P.Eng, MBA

Manager, Business Development | Marketing

T: 780-643-7652 | C: 780-887-1237

What's New at CN | [Quoi de neuf au CN](#)

From: Tyler Banick <Tyler.Banick@cn.ca>
Sent: Thursday, September 16, 2021 7:16 PM
To: 'Rob Fehr' <rob@shunda.ca>; 'cao@villageofalix.ca' <cao@villageofalix.ca>
Cc: Karen Jensen <karen.jensen07@cn.ca>; Dean Solowan <Dean.Solowan@cn.ca>
Subject: Village of Alix, AB - Three Hills Sub ~MP 6.1

Evening Mayor Fehr and CAO White, thanks for the call today

A couple of the actions items I promised was to connect you with our Business Development team re: development and provide some info on Rail Safety Week.

1. I have included Karen Jensen, Manager Business Development. Karen, the team in Alix mentioned they are looking at ways to encourage development. They are aware of potential property adjacent to Hwy 12 (1/4 section – private) that is zoned for Industrial that may have an opportunity for future development.

Report for Council Meeting – October 2021

Economic Development

Wayfinding

We have completed phase 2 of our Wayfinding project. This included signage on Railway Ave, East end of Lake Street and replacement of Nature Trail signs and the RV Dump Station sign.

Community and Business Survey

The results of the survey have been collected. We had **31%** return the survey. External survey returns average at 10%-15%.

Chamber Information

Our meetings have been postponed until further notice.

Google

The locations that have been added to Google maps are doing phenomenal. Our museum location, as of September 28th been viewed 5,000 since July.

General Information

Candidate Forum

I arranged to have a Candidate Forum evening on October 5th. Our Fire Chief Darren graciously accepted to be our moderator for the evening. With our Fire Code Occupancy and appropriate distancing, we can accommodate 50 in person seats, also live streamed the forum on our Village Facebook page.

Training

October 1st I will be watching a webinar through Economic Developers Alberta for the new Prairies Economic Development Canada (PrairiesCan), to learn more on the new Federal Prairies-based economic development agency, including its mandate, services, and increased focus on community economic development.

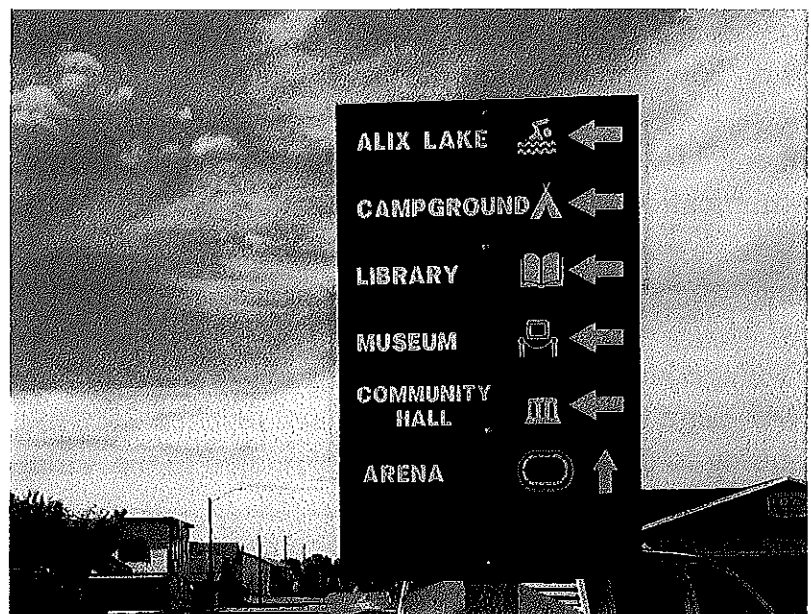
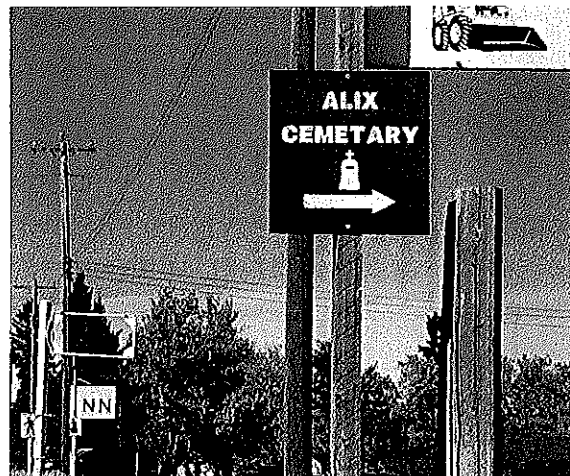
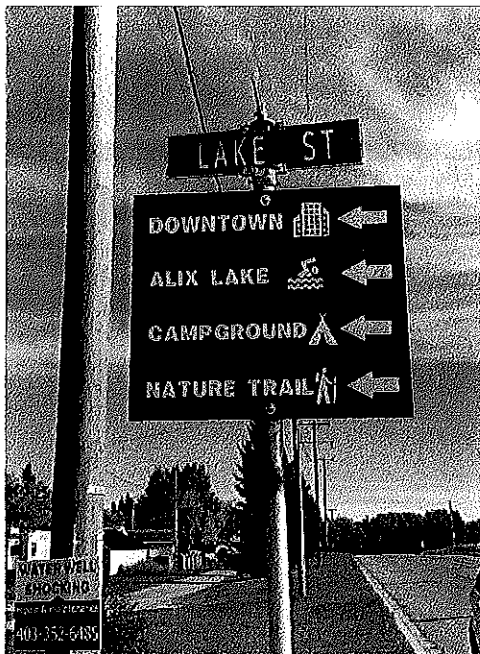
October 6th I will be watching a webinar through Public Sector Network on Marketing and Communications for Municipalities.

Social Media

Our Village Facebook page continues to grow. As of September 28th, we have 570 page likes and 641-page followers. Our posts have reached 25% more people in September. Information is continuing to be put out for all things related to the Village.

Chelsie Giesbrecht





E-mail correspondence from September 14, 2021

Hello Rob,

Being an election year, I had a question for you. As a youngster growing up 5 minutes to the east of town I recall the Alix lake having excellent rainbow trout fishing opportunities. currently the fishing regulations are saying that there is northern pike in there which as I'm sure you are aware there isn't. I believe the lake is completely dead of fish, to my knowledge anyways.

I'm sure this question has came up before, but why can't we make the lake back into a fishing lake, whether it be trout or pike (preferably trout). Even if the town had to sink some money into infrastructure such as aeration and fish stocking, I believe that year round, the town would benefit from this, food, tackle, gas, etc.

Thanks! -Tyson Beebe

Hi Tyson,

Thanks for the question. Being an avid fisherman myself, I understand where you're coming from. I asked questions as well about the history of the lake and learned the following.

- 1) Fish & Game stocked it every spring with Rainbow Trout.
- 2) Due to its depth, winter kill would cause these species to last until mid to late December, which at that point, were netted.
- 3) Aeration was utilized off and on for a number of years, with no change.
- 4) At one point, whitefish and pike were introduced from Parlby Creek, with poor results.
- 5) Open ice was caused in some areas due to aeration being utilized. Apparently this concerned a number of citizens and user groups, as they were concerned about personal safety on the lake in the wintertime.

In speaking to Fish & Game in 2011, they indicated to me they have no plans restocking the lake. On top of that, the biologist I spoke to a year or so later, suggested it likely wouldn't be feasible either. While I would love to see fish in that lake, it would be a rather expensive endeavour if Fish & Game isn't on board. Hope that answers your questions.

Rob Fehr

Hello again,

Thank you very much for the timely response. Maybe we should look into the cost of such an endeavour, and take into consideration the positive outcomes that this type of recreation would bring to the town. The open ice thing is always a problem and seems to get to be more of an issue as big government tries to continue to bubble wrap society. Anyways, I'm sure that issue could be mitigated like they do out west (snow fence and plenty of signage near the open water)

I, as well as my fellow neighbours would love to see fish put in there. Don't forget more recreational opportunities keeps youth (and others) from getting bored and committing crime and other mischief. I hope you will push for this opportunity and take serious consideration into seeing what can be accomplished. I do see the issue with paying for it all, and having folks from red deer for example coming and pilfering the trout. However I'd be happy to see the lake be a catch and release only lake which would then turn it into a trophy lake in time. Or the possibility of a residents only lake, however that's difficult to police, and defeats the purpose of bringing people into town to spend money.

Thanks!

September 22, 2021

Dear Village of Alix Council,

In April of this year, I had written a letter to our MLA in hopes to start the process of have the intersection of Highway 12 and 601 reviewed for a speed decrease and 'Important Intersection Ahead' signage placed. They did forward my letter to Transportation, however informed me that I was the only person to suggest this so its likely not a high priority.

After having our Emergency Management Agency meeting on Sept. 21, 2021, this intersection issue was addressed again. I am asking Council to review my attached letter that I sent to our MLA and Alberta Transportation and consider writing to our MLA and Alberta Transportation supporting my concerns to have that intersection reviewed and assessed for a speed reduction and additional signage.

Thank you,

Chelsie Giesbrecht

A handwritten signature in black ink, appearing to read 'Chelsie', written in a cursive style.

Dear MLA Ron Orr and Alberta Transportation Representatives:

My name is Chelsie Giesbrecht, and I am writing this in hopes to start the process of having a review done on getting a highway speed limit decrease, and attention signage such as 'Important Intersection Ahead' posted - in concerns with the highway 601 and highway 12 intersection.

Over the course of the 15 years that I have lived in the Village of Alix the intersection of Highway 12 and 601 has been an intersection of many serious car accidents, some resulting in fatalities. On average our Alix Fire and Medical Department attends to 3 plus accidents at that intersection per year. This is substantially high and very concerning.

Currently as you head out of Alix going East, the speed limit is posted 100km/h at the top of Alix's overpass, meaning drivers are hitting top speed before passing the intersection which is approximately 0.5 kilometers from the overpass. As you come into Alix heading West you are able to drive 100km/h until just after the very top of the overpass. I have spoke with our Fire Chief and many of the times these accidents are caused by people not seeing the stop signs while driving on the 601 highway and blowing through the intersection – which then has those driving, heading East or West colliding at 100+ km/h.

With the high number and severity of these accidents with speeds of 100km/h and lack of stopping, I am requesting that my recommendations be review and the speed limits be changed to reflect a slower speed as you would approach and pass through this intersection as well as having signage posted on the 601 to bring more awareness to drivers.

Heading East on Highway 12 – 100km/h sign posted after the intersection.

Heading West on Highway 12 – signage to decrease speed to 70km/h before you come up to the intersection.

Approaching the intersection from highway 601 driving North or South – to have 'Important Intersection Ahead' signage placed with a reasonable distance from both directions to get drivers to start to decrease speeds and prepare to stop.

Chelsie Giesbrecht

Village of Alix Resident

RE: Highway 12 Speed Reduction

Lacombe-Ponoka <Lacombe.Ponoka@assembly.ab.ca>

Wed 2021-04-21 2:36 PM

To: Chelsie Giesbrecht <dorarocks05@hotmail.com>

Thank you for writing, I will send this to Transportation for information however, you are the only person to suggest this so it's likely not a high priority. I would encourage you to contact the municipality as well. They would likely need to support this request as well, even though it is a provincial highway.

Thank you for writing.

Cheryl Christie

Constituency Assistant/Office Manager for

Ron Orr, MLA

Lacombe-Ponoka

101, 4892 46 Street

Lacombe, AB T4L 2B4

(p) 403-782-7725

(f) 403-782-3307

"Note: The contents of this email and any attachments may contain confidential, personal or privileged information. If you are not the intended recipient of this email, please do not copy or distribute it. If you have received this message in error, please notify the sender immediately by return email and permanently delete the original, the reply and any copies."

From: Chelsie Giesbrecht <[REDACTED]>
Sent: Tuesday, April 20, 2021 1:52 PM
To: Lacombe-Ponoka <Lacombe.Ponoka@assembly.ab.ca>
Subject: Highway 12 Speed Reduction

Good afternoon,

I am writing in hopes that you would be able to direct me to the best contact to direct a letter of request to potentially start the process of how to get speed reduction for highway 12/601?

Any information would be greatly appreciated.

Thank you,

Chelsie Giesbrecht

Resident of the Village of Alix



Dear Alix MAC Parent, Staff, Students, and Community,

The staff and parent council at Alix-MAC school are performing a major fundraising event this September. The goal of this event is to generate enough money for the clubs in our school to operate for the entire school year. In the past we have engaged the community in countless fundraisers each school year with each club doing their own fundraising. We found that large quantities of the fundraising money left the community, Purdy's chocolates for example received around 80% of the sale money from last year's chocolate sale. As a school, we would like to reduce the number of fundraisers we perform while maximizing the effectiveness.

At Alix-MAC we believe in supporting the community that supports our school so we have decided to try a new fundraising tactic that will keep funds in our community. We are asking for your support through the purchase of a sponsorship sign that will be displayed in the main gym for all of the school to see as well guests that we host through a variety of activities.

Your sign will be 18' by 36' and include a company logo or family name as well as a slogan that shows support for the Mustangs pillars of community, hard work, integrity, respect and accountability. Pricing will be dependent on the complexity of the design but will be \$40 for the sign plus the \$100 annual sponsorship donation. At the end of the year you may decide to renew your sponsorship and keep your signage up in the gym for another year or you may decide one year is enough for you. At that point you will be given your sign to keep.

Thank you so much for your time and we look forward to working with you to make Alix-MAC the best school it possibly can be. Go Mustangs!

AR 113321

September 23, 2021

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

Dear Mayor Fehr:

Subject: Village of Alix Wastewater Treatment Lagoon Rehabilitation

Minister Nixon has forwarded me your letter and requested I respond on behalf of Environment and Parks. This is further to your letter dated June 30, 2021, regarding the rehabilitation work required at cell five and six of the Village of Alix's wastewater lagoon.

Environment and Parks understands that the village needs to upgrade both cells 5 and 6 in order to achieve a long-term solution to the leaking issues with these two cells and that while you have received funding through the Government of Canada's Investing in Canada Infrastructure Program (ICIP) for the upgrade to cell 5, additional funding is required for the upgrade to cell 6.

Funding from the Government of Alberta for water and wastewater facility upgrades is under the mandate of Alberta Transportation, Water and Wastewater Grants Program. I have forwarded your letter to Mr. Barry Pape, Team Lead of the Water and Wastewater Grants Program, for his attention.

Should you have any further questions regarding the regulatory process associated with the lagoon upgrades please contact Pervez Sunderani, EPEA Team Lead in our Red Deer office at (403) 340-7742.

Yours truly,



Todd Aasen, P.Eng.
Designated Director under the Act

Subject: 2020 Municipal Indicator Results

Dear Chief Administrative Officer,

Beginning in 2017, Alberta Municipal Affairs started reporting on a new performance measure, which identified the percentage of municipalities that were deemed to be "not at risk" based on financial and governance risk indicators. This performance measure was developed in consultation with stakeholders, and is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

Each of the thirteen indicators has a defined benchmark, and a municipality will be deemed "not at risk" as long as it does not trigger a critical indicator or three or more non-critical indicators. Municipal Affairs will publish the 2020 Municipal Indicator Results report for municipalities that are deemed "at risk" on the open government portal in early 2022 (<https://open.alberta.ca/publications/municipal-indicator-results>).

The municipal indicator results from 2016 to 2020 for all municipalities are available on the online Municipal Indicator Dashboard on the Municipal Indicators webpage (www.alberta.ca/municipal-indicators.aspx).

The ministry has compiled and verified the data collected from Alberta's municipalities for the 2020 financial year and is pleased to inform you that your municipality did not trigger the required number of indicators to appear in this year's Municipal Indicator Results report.

If you would like to discuss your results or the potential future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at lgsmail@gov.ab.ca.

Yours truly,

Gary Sandberg
Assistant Deputy Minister

Village of Alix

2016 2017 2018 2019 2020

Village of Alix 2020

AUDIT OUTCOME

No Concern

MINISTRY INTERVENTION

No

TAX BASE BALANCE

48.27%

TAX COLLECTION RATE

94.73%

POPULATION CHANGE

-13.75%

CURRENT RATIO

1.76

ACCUMULATED SURPLUS/DEFICIT

\$1,697,663

ON-TIME FINANCIAL REPORTING

Yes

DEBT TO REVENUE PERCENTAGE

112.37%

DEBT SERVICE TO REVENUE PERCENT

9.28%

INVESTMENT IN INFRASTRUCTURE

1.57

INFRASTRUCTURE AGE

62.85%

INTEREST IN MUNICIPAL OFFICE

N/A

Note: The Municipal Indicator Dashboard uses a broad range of data collected by Municipal Affairs, and includes financial, governance and community inputs that are derived from information provided by municipalities through their audited financial statements, municipal election results, population affidavits as well as a count of businesses whereby the Minister was required to intervene. Each indicator has a defined benchmark. If a municipality fails to achieve that benchmark, the values are displayed in "red." A value of "N/A" means the municipality has been excluded from that indicator. A municipality is deemed to be "at risk" if it triggers one critical indicator (Audit Outcome or Ministry Intervention) or three or more of the remaining eleven non-critical indicators. For detailed information regarding indicators and results, please refer to the annual [Municipal Indicator Results](#).

Wednesday, September 22, 2021 04:19:37 PM

RE: Request Confirmation of Electric Distribution Franchise Fee for 2022

As part of your Electrical Distribution System Franchise Agreement with FortisAlberta you have the annual ability to either **increase, decrease or keep your franchise fee the same, with written notice.**

IMPORTANT TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JANUARY 1, 2022

1. **Review** the attached Franchise Fee Calculator and present the recommendations to Council;
2. If Council is proposing an **increase or decrease to your franchise fee**, a resulting impact to the customer's annual billing is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks.**
(Please use the sample advertisement that is attached).
2. If **increasing** your franchise fee, it must stay within the current **Franchise Fee Cap of 20%.**
3. **By November 1st, 2021**, please **email** clear copies of the following to Kelsey Nixon @ kelsey.nixon@fortisalberta.com

INCLUDE:

- ✓ Copies of **both** advertisements;
 - ✓ **Publication dates** for both advertisements;
 - ✓ Name & location of newspaper.
4. Any late, inaccurate or incomplete responses may be subject to late Alberta Utilities Commission (AUC) approvals, which may cause your new franchise fee to be in **effect April 1, 2022.**
 5. If Council decides to keep the current franchise fee you do not have to advertise, but please notify Kelsey Nixon @ kelsey.nixon@fortisalberta.com

TIPS FOR USING THE FRANCHISE CALCULATOR

Attached you will find the FortisAlberta Franchise Calculator specific to your municipality. The spreadsheet is intended to assist in determining the **estimated** revenue forecast from your Franchise Fee.

- On the first tab: **Financial Impacts**, you can change the Franchise Fee percentage (**yellow cell**)
By changing this **cell**, the spreadsheet will automatically update to reflect your estimated revenue for 2022.



Franchise Fee Calculator Changes:	
Yellow area is to calculate different franchise fee.	
2021 Proposed Franchise Percentage	2.00%

- On the second tab: Residential Bill Impacts, you can view the impact to an Average Residential Bill Impact on the second tab by changing cell F21 & F39.

(You will need this information for your advertisement if you are changing your current fee)

- On the third tab: January 2019 to June 2021 you can see how much revenue your municipality has collected over the last two and a half years.

Please note: All rate increases/decreases are estimated and have not been approved with the AUC. The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to; fluctuations in the amount of electrical services within the municipality, their electrical consumption increasing or decreasing, and/or changes to Transmission or Distribution rates and riders.

If you have any questions or concerns, please contact me or your Stakeholder Relations Manager.

Thank you,

Kelsey

Kelsey Nixon | Stakeholder Relations Advisor, Key Accounts

FortisAlberta | 100 Chippewa Road, Sherwood Park, T8A 4H4 | p: 780-464-8859 | c: 587-591-4716

**FORTIS
ALBERTA**





September 8, 2021

The Right Honourable Justin Trudeau, MP
Prime Minister of Canada Langevin Block
Ottawa, Ontario
K1A 0A2

Dear Prime Minister:

RE: Bill C-21 – Changes to the Criminal Code and the Firearms Act

On behalf of the Town of Crossfield, we are writing to express our concerns with respect to Bill C-21 to make changes to the Criminal Code and Firearms Act. With respect to the provision to allow municipalities to create handgun bylaws, which would place conditions of federal firearms licenses relating to handgun use, storage or transportation within municipalities that have passed such bylaws, Council has passed the following motion at the September 7, 2021 Council meeting in opposition to the Federal Bill C-21:

222-2021 MOVED by Deputy Mayor Harris that the Town of Crossfield send a letter opposing Bill C-21 – changes to the Criminal Code and the Firearms Act. **CARRIED**

With the Province of Alberta sending Bill 211 to Royal Assent on April 29th, our Provincial government is ensuring that Municipalities are not saddled with trying to find the resources to impose or enforce gun control by creating inconsistent bylaws between jurisdictions. As most Municipalities across our province are rural in nature and would be faced with the same problems in attempting to enforce legislation of this nature, we are anticipating that the sentiment will be the same across most jurisdictions and hope that those municipalities in opposition will make their position known to the Federal Government as well.

We are also concerned that Bill C-21 is only targeting citizen that have licenses, not criminals that have already obtained firearms illegally and would never comply with a municipal bylaw. This will create a very confusing system that could result in an otherwise law-abiding citizen, now being sentenced to two years imprisonment or permanent license revocation for unknowingly being in contravention of a bylaw in a community with different bylaws.

We that you for your attention in this matter and request that the federal government reconsider these changes to the Criminal Code and Firearms Act.

Sincerely,


Jo Tennant
Mayor

cc: All Alberta Municipalities
MP Blake Richards
Erin O'Toole, Leader of the Official Opposition

1005 Ross Street | P.O. Box 500 | Crossfield, AB. T0M 0S0 | (403) 946-5565



September 8, 2021

Premier Jason Kenney
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY

At the last regular meeting of Crossfield Town Council held Tuesday September 7, 2021, Council discussed the recent developments that the Royal Canadian Mounted Police (RCMP) have been drawing closer to an agreement that will require retroactive pay to be issued. This has been brought to our attention by the Alberta Urban Municipalities Association (AUMA).

Municipalities in Alberta such as ours under total population of 5,000 have recently been subjected to increasing our property tax rates on citizens and businesses in order to cover the cost of policing in our province. It is also something that we are not able to requisition for, which has further made raising the funds a contentious issue. Our tax payers are being directly affected by the increase already, and will feel the burden even more if our municipality must pay a share of the RCMP's pay increases.

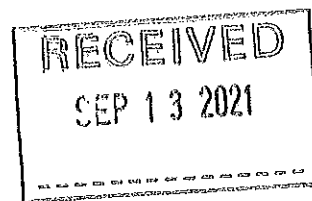
Crossfield Town Council respectfully requests that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Jo Tennant
Mayor

cc: Mr. Nathan Cooper, MLA for Olds-Didsbury-Three Hills
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities



August 26, 2021

Central East Transfer-Out Transmission Project Notice of project approval

Thank you for your ongoing participation in the Central East Transfer-Out Transmission Project.

The Alberta Utilities Commission (AUC) approved this project for construction on August 10, 2021.

The AUC approved:

- AltaLink's south alternate route for a new double circuit 240 kilovolt transmission line between AltaLink's existing Gaetz Substation, located east of the City of Red Deer, to ATCO Electric's approved transmission line
- New equipment to be installed at the Gaetz Substation

AltaLink's approved route is shown on the map included in this package. If you are not near the approved route, you will no longer receive information from us about this project.

Next steps

The construction of this project is staged to align with generation milestones in the area so that transmission capacity is built as generation targets are met. When the generation milestones have been met, the Alberta Electric System Operator (AESO) will direct AltaLink to begin construction in two stages:

- Stage 1: build the double circuit transmission line but only energize one circuit, and install new equipment at the Gaetz Substation
- Stage 2: energize the second circuit and install additional equipment at the Gaetz Substation

Once AltaLink has received direction to begin construction, we will contact stakeholders within 800 metres of the approved route and provide notifications regarding construction and construction preparation activities.

AUC approval

When the AUC approves a transmission project, it grants AltaLink permits and licences. The permits and licences for this project can be viewed on the AUC website at:

<https://www2.auc.ab.ca/Proceeding25469/SitePages/Home.aspx>

To view the above link, you will need to log in to your eFiling account. If you do not have an account, select 'New Account' in the Login box and follow the steps onscreen. Please note any questions or concerns regarding account creation and management should be directed towards the AUC at info@auc.ab.ca.

If you have any issues accessing these Permits and Licences, please contact us at the information at the end of this letter and we will mail copies of the documents to you.

Contact us

We are available to address any questions or concerns you may have. Please contact us at stakeholderrelations@altalink.ca or 1-877-267-1453. Further information about this project and maps are available at <http://www.altalink.ca/projects>.

Sincerely,

Dave Lee
Manager, Stakeholder Engagement

NOTE: MAP AVAILABLE AT OFFICE

Municipal Governance

During the COVID-19 Pandemic

Frequently Asked Questions – September 17, 2021

On September 15, 2021, the Premier announced that the government has declared a State of Public Health Emergency in response to the ever-evolving COVID-19 pandemic. Based on the Chief Medical Officer of Health's recommendations, temporary mandatory public health measures have been put in place across Alberta to protect the health care system and slow the spread of COVID-19. Please visit [Alberta.ca](https://www.alberta.ca) for updates on the public health emergency.

Alberta Municipal Affairs remains committed to issuing updates to address frequently asked questions, as well as providing information on new information or resources as they become available.

If you would like a specific question answered in an upcoming update, please email your request to ma.lgsmail@gov.ab.ca.

Municipal Affairs Updates

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Council Meetings

Can municipal councils still meet in person and meet the Chief Medical Officer of Health's recommendations for physical/social distancing?

YES. While Municipal Affairs encourages councils to consider electronic meetings whenever possible as a way to ensure compliance with the public health

orders regarding public gatherings, the decision on how to conduct meetings remains at the discretion of the council, committee or commission. The [Public Meeting Procedures \(COVID-19 Suppression\) Regulation](#) enables municipalities to follow the Chief Medical Officer of Health's recommendations for physical/social distancing by conducting meetings electronically.

Can meetings be held entirely by electronic means?

YES. During the COVID-19 health emergency, when the *Municipal Government Act* (MGA) requires a council, board or commission to hold a meeting, an electronic meeting (e.g., live-stream, teleconference, etc.) meets that requirement as long as:

- notice of the electronic meeting is provided and states the electronic means being used and gives the information necessary for the public to access the meeting;
- the public is able to hear the meeting as it is occurring;
- eligible parties can send submissions before and during the meeting by email or any other method that the council, board or commission considers appropriate; and
- the following people attend by electronic means:
 - CAO or designated officer;
 - for a commission, growth management board or subdivision and development appeal board, the chair or vice-chair;
 - for a composite or a local assessment review board, the presiding officer.

Municipal Governance during the COVID-19 Outbreak

©2020 Government of Alberta | Published September 17, 2021 | Page 1

Classification: Protected A

Alberta

Can a member of the public/council be required to wear a mask in order to attend a council meeting?

YES. Under the current measures, masks are mandatory across Alberta in all indoor public spaces and workplaces, except for employees alone in their work stations. We encourage municipalities to conduct their meetings electronically wherever possible.

Can council meeting attendees be required to show proof of vaccination?

YES. Under the MGA a council may pass bylaws for municipal purposes respecting matters that include the safety, health and welfare of people and the protection of people and property.



Upcoming Municipal Election

The current health measures do not impact the date of the municipal election and planning efforts should continue.

Municipal Affairs has created a document for Returning Officers about elections during the pandemic:

- <https://open.alberta.ca/publications/guide-for-municipal-returning-officers-in-alberta>

A COVID-19 risk reduction guide is also available for municipalities with information on how to limit virus exposure for candidates, voters and poll staff:

- <https://open.alberta.ca/publications/2021-municipal-election-covid-19-risk-reduction-guide>

If the current mask mandate remains on municipal election day or during advance voting, are electors required to wear masks in the voting station?

YES. As of September 4, 2021, masks are mandatory in all indoor public spaces.

In the specific settings where a mask is required, anyone unable to wear a mask due to a medical condition will require a medical exception letter from an authorized health professional. The medical exception letter may be presented when in a public setting if requested by enforcement officials.

Enhanced Restrictions

What restrictions on activities apply for all of Alberta?

Throughout all of Alberta, indoor private social gatherings for vaccinated individuals are limited to a single household plus one other household to a maximum of 10 vaccine-eligible, vaccinated people, with no restrictions on children under 12.

Indoor social gatherings are not permitted for vaccine-eligible people who are unvaccinated.

Outdoor private social gatherings are limited to a maximum of 200 people, with two metre physical distancing at all times.

Places of worship are restricted to a maximum of one-third of attendance capacity, and masks must be worn while inside places of worship.

Indoor wedding ceremonies and funeral services are permitted with up to 50 people or 50 per cent of fire code occupancy, whichever is less.

Indoor wedding and funeral receptions are prohibited, unless the hosting facility implements the restrictions exemption program.

Outdoor ceremonies, services and receptions are permitted with up to 200 people and must follow liquor sales and consumption restrictions (sales end at 10 p.m., consumption by 11 p.m.), unless the hosting facility implements the restrictions exemption program.

Restriction exemption program

Starting September 20, discretionary businesses and events must follow one of these two options:

- Implement the Restrictions Exemption Program requiring proof of vaccination or a negative test result to continue operating as usual, or
- follow business capacity and operating restrictions as outlined on [Alberta.ca](https://www.alberta.ca).

Municipal Advisory Services

If you have further questions, please call:
780-427-2225 (or toll-free by first dialing
310-0000) or email ma.lgsmall@gov.ab.ca

Enforcement of Health Orders

Can municipal bylaw enforcement officers who are not designated as community peace officers enforce the recommendations of the Chief Medical Officer of Health?

NO. Municipal bylaw officers can only enforce municipal bylaws.

General Information

Can municipalities choose to close certain municipally controlled properties even if they are allowed to be open under the provincial approach?

YES. The decision to close facilities remains a local council decision. Municipalities and the public must continue to put safety first while operating businesses and undertaking activities.

Do municipal staff have to work from home?

YES. Mandatory work-from-home measures are in place unless the employer has determined a physical presence is required for operational effectiveness.

If employees are working on location, they must mask in all indoor settings, except while alone in work stations.

Can a municipality declare a pandemic State of Local Emergency (SOLE), create local enforceable restrictions and provide for the staged opening of businesses and facilities?

YES. If a municipality determines an emergency exists in the municipal boundaries that requires coordination or action to protect the safety, health and welfare of people, a pandemic SOLE can be declared and municipalities can then restrict travel into, out of, and within the municipality, and close municipal properties. They can also make plans for repurposing public and private facilities such as community centres or hotels to house people with COVID-19 symptoms to self-isolate. The *Emergency Management Act* does not include powers to close a business, or reduce the capacity of businesses operating in the municipality.

Can a municipality maintain physical gathering restrictions by declaring a local pandemic SOLE under the recent amendments to the *Emergency Management Act* (EMA)?

NO. If a municipality determines an emergency exists in their boundaries that requires action to protect the safety, health and welfare of people, a SOLE can be declared; however, municipal powers are specifically identified in the EMA and restrictions on gatherings and social distancing are not included within those municipal powers.

Additional Resources

The Alberta Urban Municipalities Association and Rural Municipalities of Alberta continue to be a valuable resource for municipalities. A COVID-19 response hub is accessible via <https://rmalberta.com/about/covid-19-response-hub/>.

The Federation of Canadian Municipalities also has a list of links and resources for municipalities. <https://fcm.ca/en/resources/covid-19-resources-municipalities>.



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

September 10, 2021

Honourable Ric McIver
Minister of Municipal Affairs
320 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

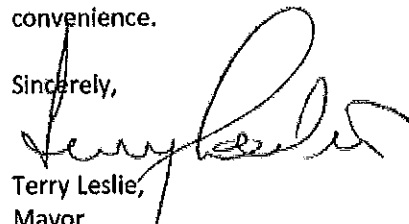
RE: CODE OF CONDUCT

At our last regular meeting of Council held on September 7, 2021, Council discussed correspondence received from the Town of Claresholm regarding the importance of continuing to keep the Council Code of Conduct Bylaw requirement as a legislated requirement.

The Town of Sundre would like to stand in solidarity with the Town of Claresholm and along with them, 'respectfully request that your ministry make sure that consultation with municipalities in Alberta is completed prior to any major changes being made to remove the requirement of the Councillor Codes of Conduct. We agree that having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council member's behaviour and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. The Town of Sundre requests that the Council Code of Conduct Bylaw requirement remains mandatory.'

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,


Terry Leslie,
Mayor
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities



717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

September 10, 2021

Premier Jason Kenney
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

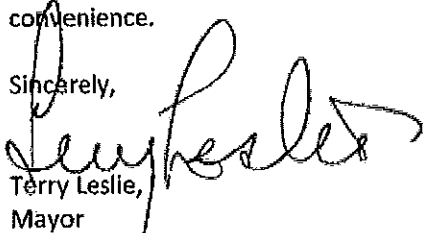
RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY

At our last council meeting on September 7, 2021, Council discussed the correspondence received earlier this summer from the Town of Claresholm requesting 'that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.'

The Town of Sundre would like to echo this sentiment. The Town of Sundre is a municipality with a total population of under 3,000 citizens, the tax increase implication that would result from being required to pay retroactively to the RCMP would, especially after the economic effects of the pandemic, be too great a burden to place upon our taxpayers.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,


Terry Leslie,
Mayor
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA for Rimbey-Rocky Mountain House-Sundre
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting SEPTEMBER 16, 2021

Budget 2021

PRLS' 2022 budget was approved by the board and will be sent out to the municipalities next week. Including the 2022 budget there will be no increase in the per-capita requisition for three consecutive years.

Movement of Reserve Funds

The finance policy has been changed to define more clearly who has the right to move reserve funds. In policy 4.4.13 "Finance Fund Accounts", the policy stated the: *"Movement of funds to or from fund accounts must be accompanied by a motion or according to policy."*

Since Parkland now has an Advocacy Committee and could potentially have others, the Board changed its policy to limit the authorization to move funds to the Executive Committee and the Board.

Policy now states:

*Movement of funds to or from fund accounts must be accompanied by a motion **from either the Board or Executive Committee**, or according to policy.*

Personnel Policy Revision

Policy statement 4.10.2 previously specified that:

The Board must be informed of changes to Parkland Regional Library System's organizational chart. The creation of new positions requiring the establishment of new job descriptions or the elimination of positions requiring the deletion of job descriptions must be approved by the Board.

Originally this provision was put in place to ensure the board had control over significant staffing changes at Parkland.

In an environment of constant change and shrinking budgets, alterations to both Parkland's organizational chart and the creation and deletion of positions is likely to become more frequent as Parkland endeavors to be nimble and responsive to the environment while also facing increasing financial constraints.

After discussing the matter, the Board dropped the provision requiring that the Board have final authority over the creation and deletion of job descriptions and was content with the policy that:

*The Board must be informed of changes to
Parkland Regional Library's organizational chart.*

With this policy, the Board can still recall the decision of Parkland's Director should the need arise.

National Day for Truth and Reconciliation

Recently, the Government of Canada passed a bill creating the National Day for Truth and Reconciliation, a new statutory holiday to commemorate the legacy of residential schools in Canada. The bill creates a statutory holiday for employees in the federal government and federally-regulated workplaces. This holiday will be observed on September 30th of each calendar year, beginning this month.

The Government of Alberta has no imminent plans to add this holiday to the Employment Standards Code, and as such, it is currently not considered a general holiday in Alberta. However, employers including library boards may choose to recognize this holiday. This year Parkland will remain open, since most of our libraries are remaining open. So far 16 libraries will be closed on September 30th, although 7 of that number would have been closed anyway.

The new statutory holiday was announced on short notice and caught many organizations unaware. Parkland will likely start observing the holiday next year assuming the majority of our member libraries do the same.

OverDrive and eSharing eResources

Since 2019, Parkland has been sharing eBooks and eAudio books from its CloudLibrary Collection with the four library systems that make up The Regional Automation Consortium (TRAC). This ability to 'interlibrary loan' eContent has saved countless dollars and proved to be a hugely beneficial service to library patrons.

Following on this success, Parkland has recently entered another agreement with both TRAC and Edmonton Public Library (EPL) to share the eBooks and eAudio books available on our other major eContent platform OverDrive. Calgary Public Library is also considering participation in this program.

There will be no cost for this service. OverDrive has long been considered to be the premier eContent provider, so not only will this partnership be of tremendous financial value and improve service, it also demonstrates to funders how public libraries are always seeking to leverage partnerships for the purposes of efficiency and sustainability.

Advocacy Committee Report

The Advocacy Committee thanks the Parkland Board for its service the last four years. The Advocacy Committee has been collaborating with Yellowhead Regional Library, and it has been a fruitful union. Some tools that have come out of their work are:

- A welcome package for all councillors elected in October
- Return on Municipal Levy that complements the Municipal Return on Investment
- A guide to appointing a Trustee for the Parkland Board

Board Members Present

Debra Smith (Board Chair)

Board Members Present via Zoom

Jackie Almberg, Alison Barker-Jevne, Doreen Blumhagen, Colleen Ebdon, Kevin Ferguson, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Barb Gilliat, Jeanette Herle, Agnes Hoveland, Deborah Juch, Cora Knutson, Dana Kreil, Gord Lawlor, Daryl Loughheed, Josephine McKenzie, Julie Maplethorpe, Philip Massier, Blair Morton, Leah Nelson, Ray Olfert, Terilyn Paulgaard, Jas Payne,

Norma Penney, Rosella Peterman, Len Phillips, Heidi Pierce, Lori Reid, Danny Rieberger, Bill Rock, Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Sharon Williamson, Bill Windsor, Bonita Wood

Guests

Ken Allan from Public Library Services Branch (PLSB)

With Regrets

Heather Ryan, Clark German, Stephen Levy, Mary Ann Wold

Absent

Bill Chandler, Amanda Derksen, Trudy Kilner, Lonnie Kozlinski, Guy Lapointe, Ricci Matthews, Rick Pankiw, Mike Yargeau

Staff

Ron Sheppard, Donna Williams, Colleen Schalm, Tim Spark, Kara Hamilton, Haley Amendt

**Next Meeting: November 4, 2021, 10:00 AM
(Zoom)**