

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

AGENDA

1. Call to Order
2. Agenda: Amendments and Adoption
3. Adoption of the
 - a) Minutes of Organizational Meeting - Wednesday, October 5, 2022 – 5:30 P.M.
 - b) Minutes of Regular Meeting – Wednesday, October 5, 2022 – 6:00 P.M.
4. Delegation: None
5. Bylaws: None
6. Unfinished Business: None
7. New Business:
 - a) Parkland Regional Library Proposed Budget 2023 – Request for Decision 22-47
 - b) Strategic Plan – Request for Decision 22-49
 - c) Fire Department Honorariums – Request for Decision 22-50
8. Financial Reports:
 - a) Bank Reconciliation – September 30, 2022
9. Committee Reports:
 - a) Alberta Municipalities Conference – Mayor Fehr
 - b) Alberta Municipalities Conference – Councillor Cole
 - c) Alix Fire Department – Mayor Fehr
 - d) Buffalo Lake Management Team – Councillor J. Besuijen
 - e) Parkland Community Planning Services – Councillor J. Besuijen
10. Administrative Reports:
 - a) CAO Report
11. Correspondence and Information:
 - a) Gary Sandberg, Assistant Deputy Minister – Municipal Indicator Results
 - b) Alix and Area Community Resource Centre – Quarterly Newsletter
 - c) Parkland Regional Library System – Meeting Highlights
12. Closed Meeting:
 - a) FOIP Section 17 – Human Resources
13. Adjournment

Minutes of the Organizational Meeting of the Village of Alix Council, held on Wednesday, October 5, 2022 in the Village of Alix Council Chambers at 5:30 P.M.

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

Also Present: Michelle White, Chief Administrative Officer

Call to Order: Michelle White, Chief Administrative Officer called the meeting to order at 5:30 P.M.

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

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

Michelle White, Chief Administrative Officer, called for nominations for the position of Mayor for the second time.

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

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

Mayor Fehr assumed the Chair for the remainder of the Organizational Meeting.

Election of Deputy Mayor:

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

Councillor Cole nominated Councillor T. Besuijen for the position of Deputy Mayor of the Village of Alix.

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

Mayor Fehr called for nominations for the position of Deputy Mayor for the second time.

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

Resolution #180/22: Moved by Mayor Fehr that nominations cease.

CARRIED

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

Signing Authority:

Resolution #181/22: Moved by Councillor Cole that Mayor Fehr or Deputy Mayor T. Besuijen and Chief Administrative Officer Michelle White or Director of Corporate Services Tanya Meston, be appointed as signing officers for the Village of Alix and all Village of Alix Servus Credit Union accounts.

CARRIED

Appointment of Auditor:

Resolution #182/22: Moved by Councillor Gilliat that the Village of Alix Council appoint Gitzel and Company Chartered Professional Accountants as the Auditors for the Village of Alix for 2022.

CARRIED

Appointment of
Fire Chief:

Resolution #183/22: Moved by Councillor T. Besuijen that the Village of Alix Council appoint Darren Hiron as the Fire Chief for the Village of Alix. CARRIED

Appointment of
Development Officer:

Resolution #184/22: Moved by Councillor J. Besuijen that the Village of Alix Council appoint the Director of Corporate Services, Tanya Meston, as the Development Officer for the Village of Alix. CARRIED

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

Resolution #185/22: Moved by Councillor T. Besuijen that the Village of Alix Council appoint the Director of Corporate Services, Tanya Meston, as the F.O.I.P. Officer for the Village of Alix. CARRIED

Appointment of
Weed Inspector:

Resolution #186/22: Moved by Councillor Gilliat that the Village of Alix Council appoint Michael Carr as the Weed Inspector for the Village of Alix. CARRIED

Resolution #187/22: Moved by Councillor T. Besuijen that the Village of Alix hereby appoints the Regional Intermunicipal Subdivision and Development Appeal Board as established in Bylaw 440/18 as the Appeal Board under Part 4, Section 19(1) of the Weed Control Act, for the Village of Alix. CARRIED

Appointments to Boards,
Commissions and Committees:

VILLAGE OF ALIX

APPOINTMENT OF COMMITTEES AND DELEGATES - 2022/23

Section 1 - General Government

A. Parkland Community Planning Services

Delegate: Councillor J. Besuijen
Alternate: Councillor T. Besuijen

B. Municipal Planning Commission

Delegates: Mayor Fehr
Councillor T. Besuijen
Councillor J. Besuijen

C. Intermunicipal Development Plan/Intermunicipal Collaboration Framework Committee

Delegate: Councillor Gilliat, Councillor T. Besuijen
Alternate: Councillor J. Besuijen

Section 2 - Protection and Health

A. Disaster Services

Director: Janene Anderson
Deputy Director: Michelle White, CAO

B. Lacombe Regional Emergency Management Committee

Delegate: Councillor Cole
Alternate: Mayor Fehr

C. Regional Fire Services Committee

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

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

Delegate: Councillor Cole
Alternate: Councillor J. Besuijen

E. Lacombe Foundation

Delegate: Councillor Gilliat
Alternate: Councillor J. Besuijen

F. Alix Fire Department

Delegate: Mayor Fehr
Alternate: Councillor Cole

Section 3 - Transportation, Water and Sanitation

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

Delegate: Councillor Gilliat
Alternate: Councillor J. Besuijen

B. Railway Advisory Committee

Delegate: Mayor Fehr
Alternate: Councillor Cole

C. Hwy 12/21 Water Commission

Delegates: Councillor T. Besuijen, Councillor J. Besuijen
Alternate: Councillor Cole

D. Red Deer River Municipal Users Group

Delegate: Councillor T. Besuijen
Alternate: Mayor Fehr

E. Buffalo Lake Management Team

Delegate: Councillor J. Besuijen
Alternate: Councillor T. Besuijen

Section 4 - Recreation and Culture

A. Alix Public Library

Delegate: Councillor Gilliat
County Councillor: John Ireland
Public at Large: Arlene Gauthier (3) Susana Duncan (2)
Ron McIntosh (2)

B. Parkland Regional Library

Delegate: Councillor Gilliat
Alternate: Councillor Cole

C. Alix Arena Association

Delegate: Mayor Fehr
Alternate: Councillor Cole

Section 5 - Rahr/Village Relations Committee

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

Resolution #188/22: Moved by Councillor J. Besuijen that the Village of Alix Council approve the above Committees, Delegates and Liaisons.

CARRIED

Appointment of
Financial Institution:

Resolution #189/22: Moved by Councillor T. Besuijen that the Village of Alix Council appoint the Servus Credit Union – Alix Branch as the Financial Institution for the Village of Alix.

CARRIED

Establish Civic Address
of Municipal Office:

Resolution #190/22: Moved by Councillor J. Besuijen that the Village of Alix Council name 4849 – 50 Street as the Village of Alix Municipal Office.

CARRIED

Establish Regular Council
Meeting Time:

Resolution #191/22: Moved by Councillor Cole that regular meetings of the Village of Alix Council be held in accordance with Section 5 of Bylaw #466/21 commencing at 6:00 P.M.

CARRIED

Adjournment:

Resolution #192/22: Moved by Councillor Gilliat that this Organizational Meeting of the Village of Alix Council be adjourned at 6:03 P.M.

CARRIED

Mayor

Chief Administrative Officer

Minutes of the Regular Meeting of the Village of Alix Council, held on Wednesday, October 5, 2022, at 6:05 P.M.

- Present: Mayor Rob Fehr, Councillors Tim Besuijen, Janice Besuijen, Edwin Cole and Barbara Gilliat
- Also Present: Michelle White, Chief Administrative Officer
- Call to Order: Mayor Fehr called the meeting to order at 6:05 P.M.
- Amendments/Deletions to Agenda: Mayor Fehr called for amendments to the agenda.
- Approval of Agenda:
- Resolution #193/22: Moved by Councillor Gilliat that the Village of Alix Council approve the agenda as presented.
CARRIED
- Minutes: a) Regular Meeting – September 7, 2022
- Resolution #194/22: Moved by Councillor T. Besuijen that the minutes of the Regular Meeting of the Village of Alix Council held on Wednesday, September 7, 2022, be accepted as presented.
CARRIED
- Delegation: a) Mrs. Dorothy Lee – Request for Decision 22-43
Mrs. Dorothy Lee entered the meeting at 6:05 P.M.
Mrs. Lee retired from the meeting at 6:12 P.M.
- Resolution #195/22: Moved by Councillor Gilliat that the Village of Alix Council hereby waives the August 1, 2022 penalty and any penalty amount related to structure fire suppression costs at 4903 49 Street that are due to be applied January 1, 2023.
CARRIED
- b) Mr. Carlin Soehn and Mr. Dennis Johnson, Alberta Environment Re: Alix Lake
Mr. Carlin Soehn, Operations Infrastructure Manager and Mr. Dennis Johnson, Operations and Maintenance Team Lead for Alberta Environment entered the meeting at 6:15 P.M.
Mr. Soehn and Mr. Johnson retired from the meeting at 6:40 P.M.
- Bylaws: None
- Unfinished Business: a) CRA Writ – Request for Decision 22-44
- Resolution #196/22: Moved by Councillor Cole that the Village of Alix Council hereby direct administration to transfer title and take ownership of Lot A, Plan 4677RS within the Village of Alix and Council directs administration to take steps to sell the property for the assessed value once title has been transferred.
CARRIED
- b) Resident Request 5303 47 Street – Request for Decision 22-45
- Resolution #197/22: Moved by Councillor T. Besuijen that the Village of Alix Council hereby accepts Request for Decision 22-45 as information and will further discuss the matter in closed meeting as per the recommendation.
CARRIED

Unfinished Business:
(continued)

c) Personnel Policy Review – Request for Decision 22-46

Resolution #198/22:

Moved by Councillor Gilliat that the Village of Alix Council hereby approve the Personnel Policy as amended.

CARRIED

New Business:

None

Financial Reports:

a) Bank Reconciliation – August 31, 2022

b) Accounts Payable Cheque Listing – July 28-September 28, 2022

c) Tax Trial Balance – September 29, 2022

Resolution #199/22:

Moved by Councillor Gilliat that the Village of Alix Council accept the Financial Reports as presented.

CARRIED

Committee Reports:

a) Mayor's Caucus Report – Mayor Fehr

Resolution #200/22:

Moved by Councillor T. Besuijen that the Village of Alix Council accept the Committee Report (a) as presented.

CARRIED

Administrative Reports:

a) Chief Administrative Officer's Report

b) Cyberus Protection Services Report

Resolution #201/22:

Moved by Councillor Cole that the Village of Alix Council accept the Administrative Reports as presented.

CARRIED

Correspondence and
Information:

a) Alix Wagon Wheel Museum

b) Fortis Alberta Re: Municipal Franchise Fee Riders

c) Lacombe County – Policy RC(6) Library Support

d) Alberta Municipalities – Response to Honourable Tyler Shandro,
Minister of Justice and Solicitor General

e) Justice and Solicitor General Engagement Team

f) Service Line Warranties of Canada

g) Honourable Tyler Shandro, Minister of Justice and Solicitor
General – Holocaust Remembrance Alliance

Resolution #202/22:

Moved by Councillor Gilliat that Correspondence Items (a) through (g) be accepted as information.

CARRIED

Closed Meeting: a) FOIP Section 25 – Economic Interests of the Public Body
Re: Land Valuation

Resolution #203/22: Moved by Councillor Gilliat that the Village of Alix Council go into a Closed Meeting at 7:37 P.M. to discuss FOIP Section 25, Economic Interests of the Public Body Re: Land Valuation.
CARRIED

Resolution #204/22: Moved by Councillor Cole that the Village of Alix Council return to the Public Meeting at 7:59 P.M.
CARRIED

Resolution #205/22: Moved by Councillor T. Besuijen that the Village of Alix Council hereby direct administration to present a sale price and terms of sale to the potential purchaser of a portion of 45 Street, Alix.
CARRIED

Adjournment:

Resolution #206/22: Moved by Councillor Gilliat that this Regular Meeting of the Village of Alix Council be adjourned at 8:01 P.M.
CARRIED

Mayor

Chief Administrative Officer

DRAFT

ADMINISTRATION REPORT



Date: October 11, 2022 RFD 22-47
Memo To: Village Council
From: Michelle White
Subject: PRL budget

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 2023 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 2023 year.
5. **FINANCIAL IMPLICATIONS** – The proposed PRL budget has a twenty cent per capita increase from \$8.55 to \$8.75. This would mean an increase of \$497.05. This will be the first increase to the per capita rate in three years.
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 2023 budget as presented."

Author



Parkland Regional Library System

Proposed BUDGET 2023

PARKLAND REGIONAL LIBRARY SYSTEM
Proposed 2023 Budget

Present
Budget

		2022	2023
Income			
1.1	Provincial Operating Grant	992,621	992,621
1.2	First Nations Grant	145,602	145,602
1.3	Membership Fees	1,939,986	2,001,335
1.4	Alberta Rural Library Services Grant	429,742	429,742
1.5	Interest Income	28,500	28,500
TOTAL Income		3,536,451	3,597,800
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	429,742	429,742
2.2	Allotment Funds Issued to Libraries	256,396	259,362
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maint. Agree. Software licenses	201,885	207,512
2.5	Cooperative Collection Fund	35,835	0
2.6	eContent Platform fees, Subscriptions	78,100	78,100
2.7	FN Provincial Grant expenses	78,839	78,839
2.8	Freight	1,800	1,200
2.9	Internet Connection Fees	8,820	8,820
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	68,070	68,617
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	4,500	2,000
2.15	Supplies purchased Cataloguing/Mylar	18,500	19,000
2.16	Vehicle expense	46,000	59,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	57,500	57,500
2.20	Large Print	10,000	10,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,000	4,000
TOTAL Support Materials & Services Direct to Libraries		1,345,787	1,329,492
Cost of Services			
3.1	Audit	16,500	20,000
3.2	Bank expenses	1,600	1,700
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	18,000	21,500
3.5	Dues/Fees/Memberships	12,200	12,750
3.6	Insurance	19,000	20,500
3.7	Janitorial/Outdoor maintenance expense	34,000	35,000
3.8	Photocopy	4,000	4,300
3.9	Salaries	1,588,659	1,666,962
3.10	Salaries - Employee Benefits	349,505	353,396
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	32,500	29,000
3.13	Telephone	8,000	8,500
3.14	Travel	8,000	8,000
3.15	Trustee expense	35,000	26,000
3.16	Utilities	39,000	36,000
TOTAL Cost of Services		2,190,664	2,268,308
TOTAL Expenses (library materials & cost of service)		3,536,451	3,597,800
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		8.55	8.75

Notes for the Parkland Regional Library System Budget 2023

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 2023, there is a twenty-cent increase to the municipal per capita requisition to \$8.75. Parkland has held the requisition at \$8.55 for the previous three consecutive years. For calculating the municipal levy for 2023, Parkland will be using the Population Estimates and Projections supplied by the Office of Statistics and Information at Alberta Treasury Board and Finance.

The budget was built around the assumption that the government of Alberta operating grant will remain at \$4.70 per capita and based on 2016 population statistics. Likewise, staff assume the rural library services grant will remain at \$5.55 per capita and based on 2016 population statistics.

Points within the budget to note include:

Most expense lines of the budget remain stable. Those lines with increases such as the vehicle expense line (2.16), the audit line (3.1), or the building repair and maintenance line (3.4) reflect inflationary increases. The staff salary and benefits lines (3.9 and 3.10) have received a cost-of-living adjustment in accordance with Parkland's Cost of Living and Compensation policy statement. The Trustee Expense line (3.15) has also been reduced slightly, since meeting reimbursement costs have declined due to the switch to virtual meetings.

Cooperative Collection Fund has been discontinued as a line item but for this year will be funded from reserves, (see the Budget Supplement section). This fund was 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.

Provincial grants amount to approximately 43.6% of PRLS' total income.

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 \$219,600 which includes a wireless upgrade project for libraries. In addition, there is a reserve fund transfer for the purchase of one new cargo vehicle (estimated at \$40,500). One other reserve fund transfer for 2023 is for the one-time use of funds to continue the Cooperative Collection project requested at \$35,000. By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

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 98% of the 2023 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.

ADMINISTRATION REPORT



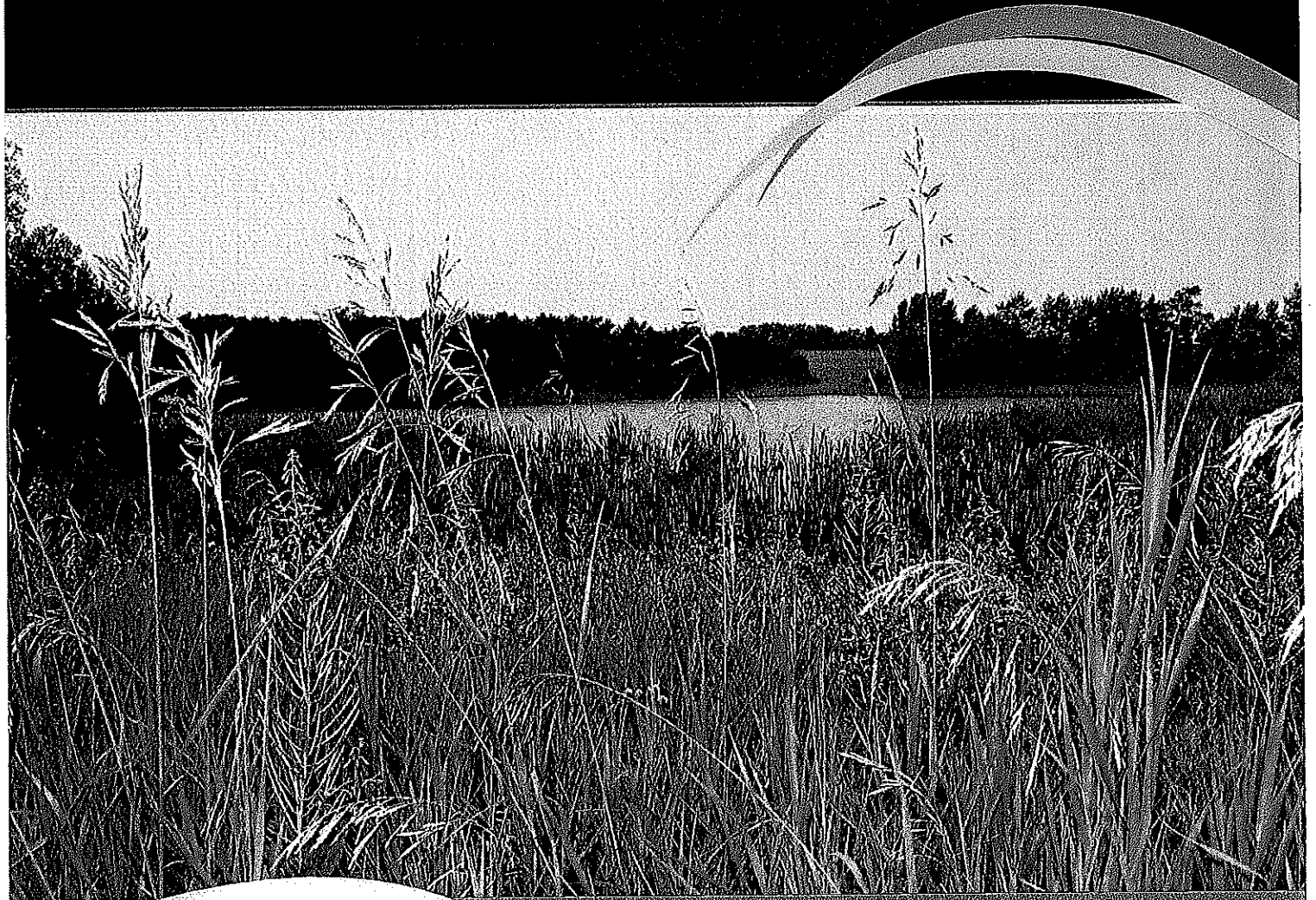
Date: October 13, 2022 RFD 22-49
Memo To: Village Council
From: Michelle White
Subject: Strategic Planning

1. **PURPOSE** – To present the draft Village of Alix Strategic Plan 2022-2025 to Council.
2. **BACKGROUND** – On September 27, 2022, all members of Council and several staff members participated in a Strategic Planning day.
3. **OPTIONS** –
 1. To review and amend the draft plan as necessary during a regular Council meeting before adopting the Plan
 2. To schedule a separate meeting for Council to do additional review of the Plan
 3. To approve the Plan as presented
4. **DISCUSSION** – Detailed notes were taken of Council discussion during the recent Strategic Planning day. Those notes were compiled into the attached draft. Please review to see if staff captured your intended direction.
5. **FINANCIAL IMPLICATIONS** – The budget process has started for the upcoming year. The Goals and Action Items in the Strategic Plan will be used to inform the budget process. This will ensure sufficient resources are available to make progress on achieving our Goals.
6. **LEGAL** – None. A Strategic Plan is a recommended best practice, not a legislated requirement.
7. **POLITICAL/PUBLIC IMPLICATIONS** – Having a clear plan and strong goals provides the public and staff with a better understanding of Council's direction.
8. **OTHER COMMENTS** – Council may want to take a close look at the Core Values and Goals sections as they have changed the most since the last Plan was developed. The Core Values listed are in alphabetical order – there is no priority given to one Value above the others in the Draft Plan.
9. **RECOMMENDATIONS** – Option #1. I recommend the following resolution:

"that the Village of Alix Council hereby adopts the Village of Alix Strategic Plan 2022-2025 as amended."

Author

VILLAGE OF ALIX



STRATEGIC PLAN 2022-2025



This Strategic Plan provides a strong foundation for our organization to use as we move forward into the future. It reflects our commitment to the health, well-being, connectedness, and economic prosperity of our community. We want to make sure Alix is not just a great place to live, raise a family, and retire, but a place where one day your kids can live and raise a family of their own. And as we grow, we want to keep all the things that make our community special. In addition to the strategic goals in this plan, the Village of Alix will also continue delivering on fundamental municipal responsibilities such as fire protection, planning and development, water, waste collection, safe roads and more.

Our community is much more than its elected representatives and municipal staff. It's the citizens who live, volunteer, work, play, and socialize here who shape this community and bring it to life. This plan shows our commitment to working for you and with you to help shape a bright future we can all be proud of.

Vibrant Village by the lake

We foster an open, cooperative government that encourages public participation and ensures levels of service our citizens expect and deserve.

Community: We will foster a strong sense of belonging, a feeling that residents matter and a shared belief that needs can be met locally.

Fiscal Responsibility: As stewards of community resources, we will deliver municipal services in a cost-effective way.

Innovation: We will seek innovative solutions for the growth and success of the community.

Respect: We will treat each other with respect and act with integrity.

Safety: We will work in partnership with the community to prevent crime and protect lives, property, and the public realm.

Teamwork: We will build strong relationships with our public, employees, and partners under the shared goal of continuous improvement.

Actively investigate what personal services would benefit the community and support recruitment efforts

- Identify 'gaps' in professional services available in Alix.
 - ⇒ Find out what is currently available
 - ⇒ Survey community to find out what is most wanted/needed
- Create a Council sub-committee and meet regularly with the Resource Center
- Establish Council's role in bringing additional professional services to Alix (advocacy, letters of support, staff time, research & reporting, budget funds etc.)

Goals



Strategically complete infrastructure improvements and services in the community

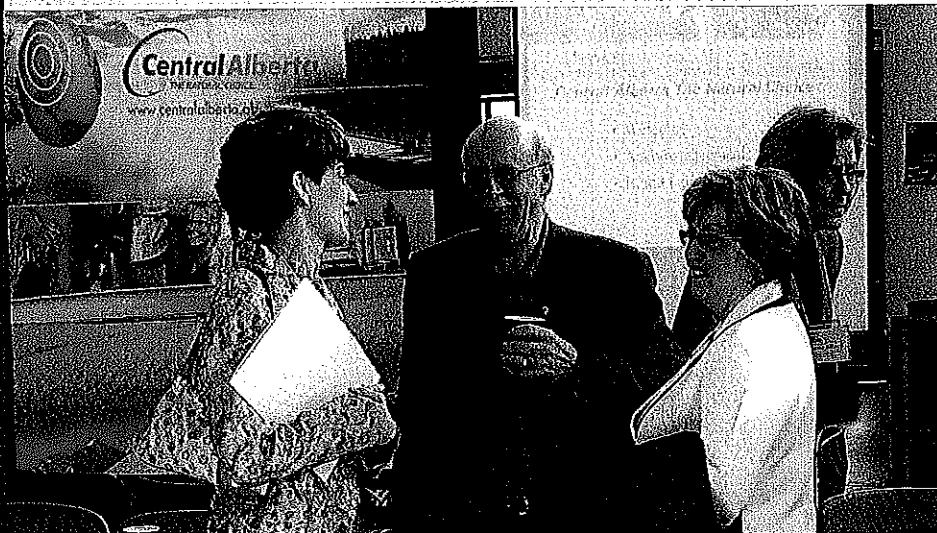
- Complete a new 5-10 year Capital Plan to inform infrastructure improvements using in-house resources
 - ⇒ Lagoon: obtain sufficient funds to complete repairs
 - ⇒ North side drainage issue: work on long term solution to spring run-off. Involve an engineer where necessary
 - ⇒ Reports to be brought to Council for consideration: Update/upgrade of Davi-Com alarm system—beach revitalization (sand) - day use area concession building & public washroom/shower upgrades needed
- Letters to north side property owners about interest in extending water/sewer main lines
- Cemetery: determine if shade trees will be planted by Village or as part of a memorial project
- Public information campaign regarding Land Use Bylaw requirements for signs and encroachments on adjacent properties
- Undeveloped residential land - discuss development options, concepts, solutions and cross reference with statutory plans to ensure compliance. Discuss concept plans with property owners



Make community safety and security a priority

- Public education from RCMP to community, including importance of reporting every crime
- Regular RCMP in person reports to Council
- Begin RCMP Community Consultative Group meetings again
- Re-build public trust
- Develop long range plan for security camera coverage area and replacement/upgrades
- Explore various 'Traffic Calming' measures:
 - ⇒ Discuss tickets instead of warnings for speeding on Hwy 12 with RCMP & Peace Officers
 - ⇒ Public education re: pedestrian highway crossings
 - ⇒ Advocate for graduated speed reduction when entering Alix
 - ⇒ Report to Council on digital "Your Speed" signs

Goals



Develop collaborative relationships with external organizations, neighbouring communities and other levels of government

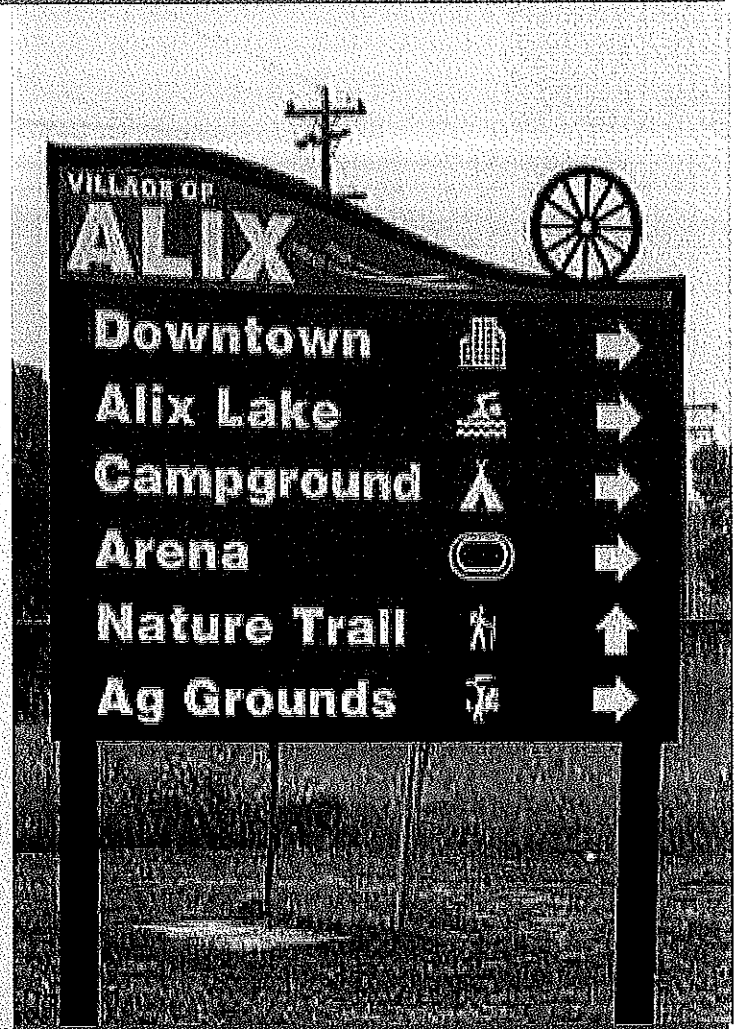
- Strengthen relationships with local organizations:
 - ⇒ Resource Center
 - ⇒ Chamber of Commerce
- Proactively build relationships with agencies that serve or support our community:
 - ⇒ RCMP
 - ⇒ Peace Officers
 - ⇒ Alberta Environment
- Joint Council meetings between Village Council, Lacombe County, and other neighbouring communities
- Regular participation in regional CAO meetings and Mayors Caucus meetings
- Continue advocacy efforts to provincial departments as necessary to ensure the growth and success of Alix

Next Steps

Staff will use the Strategic Plan developed by Council moving forward. It will help direct budget resources, staff time on various projects and internal decision making.

It is important to realize that this Strategic Plan is a living document, not a rigid plan to be followed unquestioningly. If opportunities or challenges arise that require an adjustment to these goals, this will happen but without having to create a whole new set of priorities.

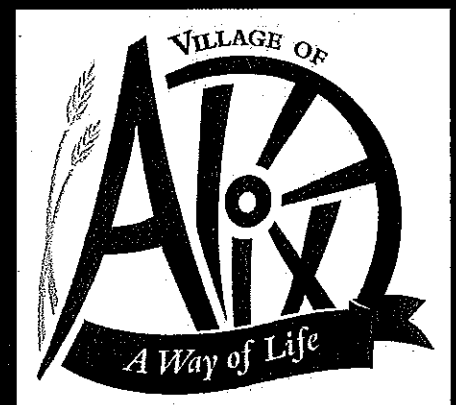
It is our intent to review this Strategic Plan and update it as necessary to keep it current and helpful to Council and Administration.



Village of Alix

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www.villageofalix.ca



ADMINISTRATION REPORT



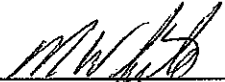
Date: October 13, 2022 RFD 22-50
Memo To: Village Council
From: Michelle White
Subject: Fire Department Honorariums

1. **PURPOSE** – To determine if Council would like to change honorarium levels for Alix Fire and First Response departments before the draft budget is presented to Council.
2. **BACKGROUND** – Currently the Fire Department receives \$2,500 and First Responders receive \$3,500 in honorariums per year. These amounts have remained the same since 2013. Additionally, fire protection fees charged out are returned to Alix First Responders according to Village policy #42.
3. **OPTIONS** –
 1. To engage with Alix Fire on this for a detailed review
 2. To allow honorarium levels to remain the same
 3. To increase honorarium levels to an amount determined by Council
 4. To change the method honorariums are paid to the department
4. **DISCUSSION** – Lacombe County has recently made changes that resulted in Alix Fire Department becoming a 'paid on call' Fire Department. Should Council wish to follow this model (Option #4 above) I would suggest it not be implemented until 2024 to give staff enough time to research this option fully.
5. **FINANCIAL IMPLICATIONS** – Any change to the current allotments will have a budget impact. If honorariums are increased, the extra funds will come straight from tax dollars. There is no grant available for this operating cost.

I recommend increasing the Alix Fire Department honorarium to \$4,000 per year and the Alix First Responders honorarium to \$6,000 per year.

Through Policy #42, fire suppression fees (that are collected) are forwarded to the Department, but there is no way of knowing from year to year how much this extra funding may be.
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"
7. **POLITICAL/PUBLIC IMPLICATIONS** – The Fire Department has mentioned that fundraising has not been going as well in the past couple of years.
8. **OTHER COMMENTS** – The Village cannot afford to pay Fire Department members their full worth – because their value to the community is immeasurable. We support them in every way possible while still being fiscally responsible to the ratepayers. However, sometimes gratitude isn't what is most needed.
9. **RECOMMENDATIONS** – Option #3

“that the Village of Alix Council directs administration to increase the annual Fire Department
honorarium to _____ and the annual First Responders honorarium to _____.”



Author

**VILLAGE OF ALIX
BANK RECONCILIATION
FOR THE MONTH ENDING:
September 30, 2022**

SERVUS CREDIT UNION

	CHEQUING	INVESTMENTS
Balance from Bank Statement:	2,422,536.70	4,040.26
Plus: Deposits in Transit	9,505.48	
Less: Outstanding Cheques	(64,047.26)	
 Reconciled Bank Balance:	 <u>2,367,994.92</u>	 <u>4,040.26</u>
 GL balance @ : September 30, 2022	 <u>2,367,994.92</u>	 <u>4,040.26</u>
Variance:	-	-

THIS STATEMENT SUBMITTED TO COUNCIL THIS 19 TH DAY OF OCTOBER , 2022

Mayor's Report

Recently, I attended the Alberta Municipalities Conference in Calgary from Sept 21-23, 2022. This allowed myself and 2 other council members to attend workshops where issues facing communities across Alberta. These workshops are led by expert panels that share their challenges and success stories that many communities are dealing with, including the Village of Alix.

Additionally, I was able to meet with Alberta Transportation to discuss issues we are currently facing in Alix, and request assistance in these specific areas of concern.

- **Broadband Service** – Alberta Municipalities passed a resolution at Convention 2021 calling on the province to release a strategy. A strategy has been released with funding from the provincial and federal governments. A new funding plan was recently announced, but not clear on how that will impact service here. As you know, Telus did upgrade service in 2020 that improved speed and reliability. While it's not fibre optic, the upgrade has been described as a hybrid, making it more reliable than prior. Also had a discussion with council members from Olds, who developed their own internet service called O-Net, which basically is similar to Shaw Cable.
- **Emergency Management** -The panel discussed being consulted on the new Hazard Identification and Risk Assessment tool, as well as the outcomes on the Federal Flood Insurance Task Force. The hope is more information on this will be available soon. The panel also wants to assist in identifying opportunities for members to improve their readiness. This will be part of discussions with the Alberta Emergency Management Agency in the coming months.
- **Alberta Transportation Meeting** – Met with department representatives and discussed our request for funding the lagoon cell issues. As you know, we presented our request to the department last November, and have been in discussions since then. While we did not receive funding in the last round of approvals, the department did say we are at the top of the list for the next round of funding in early 2023.
The disclaimer to that will depend on the severity of water issues in other municipalities between now and early December 2022. They asked we contact the department in January 2023 to see where the process is at for funding.
In a related note, our engineering firm (Chris George from MPE) relayed the importance of addressing the lagoon issues as well, emphasizing the environmental risk to Parly Creek and Buffalo Lake. Both Chris and I emphasized the short time lines we have to work with, and the importance of getting the project out to tender, as costs and contractor availability become more of a challenge the longer we wait.
The other topic I brought forward was regarding a public safety issue, as it relates to crosswalk maintenance on Hwy 12 at 47 St. The Transportation representative stated they will address maintenance of lights, painting etc moving forward. I also brought up the fact that while there is a painted crosswalk on 50th St., there is no crosswalk lights or signage present. This in itself is a major concern, as the risk of a pedestrian being struck is very great, as the motoring public has

no way to know it is an actual crosswalk. The department agreed that was very concerning, and stated they will arrange to have lights and signage installed at this crosswalk.

Lastly, I asked as to what the status is on the new 80Kkm signs that were supposed to be installed this summer at the east overpass on Hwy 12 East (by Rahr). The department stated they sent a letter earlier in the year, and that the signs would be installed. They will follow up with this and ensure the installation will be completed ASAP.

Rob Fehr

AM CONFERENCE CALGARY SEPT 21-23

The Mayor, The Deputy Mayor attended this years conference in Calgary from Sept 21 to 23. Unlike other years the information seminars were only on one day. We each attended different seminars.

WEAPONIZATION OF SOCIAL MEDIA

This was a two (2) part seminar

Social media was originated as a marketing tool but has evolved to what we have today. Social media now is utilized to win power in the real world.

Lies and misinformation can be spread wider and faster to the entire world and the studies have shown the strongest emotion is anger.

Social media, because it tends to ply on emotions, and bias, it is prone to go viral, and misinformation can be spread very quickly

With the prevalence of cell phones which can capture still photographs and video which of course

can easily be edited, sometimes falsely, and the ease of sharing misinformation can go viral very quickly.

Municipalities are often held to a higher standard then their provincial or federal counterparts

Trust is proactive, with a potentially controversial topic or decision it is important to be proactive rather than end up in damage control.

Some studies have shown 64% of consumers will buy or boycott a brand solely because of it's position on a social or political issue but empty statements of solidarity without action can have serious consequences. In a word " woke wishing won't cut it " Other studies show 56% of consumer believe many brands are making gestures just to sell products.

KEY POINTS

- centre empathy
- unbiased trustworthy content
- matching values with actions
- don't lose sight of audience, stay in tune with their needs
- do the right thing even if it's hard
- show up consistently, trust takes time to build
- be transparent and take accountability for mistakes.

RESOLUTIONS

The following resolutions were passed or defeated as follows. These were done by a phone app which made voting much easier.

- B1) Increase local government fiscal framework (LGFF) at a 1:1 ratio PASSED 93.9%
- B2) Transportation Infrastructure Funding PASSED 94.4 %
- B3) Operational Transit Funding for small to medium munis PASSED 86.1 %
- B4) Grant Alignment with Provincial Reg Requirements (barriers & red tape) PASSED 96.0 %
- B5) Integrate Stormwater Management PASSED 79.2 %
- B6) Exception of Stormwater Re-use Licensing Requirements PASSED 86.2 %
- B7) Intermunicipal Collaboration Framework (less red tape) PASSED 81.5 %
- B8) Provincial Indigenous Awareness training & Support DEFEATED 59.4 %
- B9) Provincial Fines & Penalties Revenue Sharing PASSED 68.4 %
- B10) Advancing action on Drug Poisoning Crisis PASSED 89.7 %
- B11) Withdrawn (new provincial legislation covered)
- B12) Municipal Identified Unique Housing PASSED 91.7 %
- C1) Cannabis Plant Limits (to close federal loophole) PASSED 78.0 %
- C2) Equitable Provincial Charitable Gaming Model PASSED 91.7 %
- C3) Review Processes & Policies of Natural Resources Conservation Board concerning feeding operations PASSED 88.5 %
- C4) Disparity in Electricity Distribution and Transmission Rates PASSED 87.9 %
- C5) Exemptions in Traffic Safety Act for angle parking in cul-de-sacs PASSED 65.5 %
- C6) Retention of veterinarians in small urban munis PASSED 81.6 %
- E1) Halt rollout of new Victims Services Model PASSED 80.5 %
- E2) Hydrogen Industry Support PASSED 98.5 %

E.W. (ED) COLE

Councillor

Alix Fire Department Meeting Report

October 6/22

The topics covered were as follows:

1. Volunteer drive still in progress, particularly for the Fire side of the department.
2. The ability to raise funds to cover events, honorariums for medical services are more challenging these days due to the economy and the difficulty in doing fundraising events. The department is currently looking at the possibility of doing a raffle to help generate revenue. May be a good time to review what the village budgets for this, as it's been many years since this was looked at.
3. The annual Toy Drive to be held the first Saturday in December.
4. Discussed the upcoming plans to replace radios. This is something our Village admin has been in discussions with the County of Lacombe and Regional Fire Chief. CAO has information as to where things are at currently.
5. Fire Chief Darren Hiron thanks the Village Council and Admin for their support during the difficult times over the past 3 years, especially due to COVID issues.

Rob Fehr, Mayor of Alix

Buffalo Lake Management Team

September 19, 2022

Councilor Janice Besuijen

1. Invasive Species- At this point there have not been any carp detected in Buffalo Lake. With the booming pelican population and the rate that they are being discovered in other bodies of water in Alberta, it is likely that contamination will occur.
2. Rochan Sands Berm- The armoring is not quite done, projected completion date TBD
3. The website license expires shortly and BMLT hopes to reclaim it as their own.
4. Lake Elevation-As of September 18, 2022 it was 780.75 which is 0.1 above the trigger for pumping. Lake levels were high in the spring with all of the rain but a dry end of the summer has brought the levels down considerably. If carp were not an issue the pumps would have run.

Next meeting January 30, 2023

Parkland Community Planning Service

Special Board Meeting

October 13, 2022

Councilor Janice Besuijen

Tracey Hallman Village of Clive-Chair

PCPS has hired Albert Footman as the Interim Director.

This meeting was held to determine whether the municipalities currently involved with PCPS were interested in continuing. All municipalities, except Olds, have expressed that they would like to continue with the service. The town of Olds gave their notice that they would not renew their membership in March of 2023 when the current contract expires.

Matthew Goudy proposed that the Director and Lead Planner roles be separated and that members pay an additional fee for every service that they request. This idea was put to the group to see if there was interest. The general tone from the membership was that there would need to be more information given, such as the cost to the municipalities and whether the Director would also have a planning background.

Albert Footman will meet with the board to evaluate the organizational structure and advise on the structure going forward.

Craig has provided Albert with a list of projects that can not wait until the hiring process is completed.

CAO REPORT OCTOBER 2022

1. Municipally Owned Buildings – Public Works has asked for clarification regarding the role of staff in maintenance of various municipal buildings in the Village. Some buildings are managed by external groups or organizations, some are leased spaces and others are jointly operated with a neighbouring municipality. Council may want to consider directing administration to dig into this matter and bring a report back to a future meeting that would help provide staff clarity on what our roles/responsibilities are in relation to each building.
2. Beach Sand – Public Works mentioned our beach was in bad need of new sand during the Strategic Planning workshop. I'm happy to say that with the assistance of Alberta Environment, it was established that no regulatory permit was required as the sand would be put only on the shore, and none in the water. We were able to find funds in the current year budget to purchase the sand and used our own truck and staff time to haul it in while the weather was still on our side.
3. Emergency Management Exercise – Emergency Management Agency members continue to prepare for the October 26th full training exercise of the Alix Emergency Management Plan. We are one of the few communities in LREMP who will be using community volunteers to actively test the Emergency Social Services (ESS) portion of the Plan. There will be an Alberta Emergency Management representative attending from the province as well as a central region CRAMHIT representative to provide coaching and exercise facilitation. We all look forward to a good day of learning from this exercise.
4. Disaster Services Committee – It is a requirement of the Alberta Emergency Management Act that each community holds a minimum of 1 meeting per year of the Disaster Services Committee. In Alix, the Committee is made up of all members of Council. Director of Emergency Management Janene Anderson would like the Committee to meet after the October 26th exercise and subsequent de-brief. We are proposing the Committee meets before the November 16th Council meeting. Please advise if a half an hour 5:30 meeting of the Disaster Services Committee on November 16th would work for everyone.
5. CAO Meeting – I am looking forward to attending a regional meeting of central Alberta CAOs on October 28th. There are 82 municipalities in Zone 2, and this year it is a joint meeting for both urban and rural communities.

Michelle White
Chief Administrative Officer
Village of Alix

Dear Michelle,

Beginning in 2017, Alberta Municipal Affairs began reporting on a new performance measure. This measure identifies the percentage of municipalities deemed to 'not face potential long term viability challenges based on their financial and governance 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.

The performance measure is based on analysis of 13 municipal indicators with each of the municipal indicators having a defined benchmark. A municipality is 'not deemed to face potential long term viability challenges' as long as it does not flag a critical indicator or three or more non-critical indicators.

The ministry compiled and verified the data collected from Alberta's municipalities for the 2021 financial year and is pleased to inform you that your municipality did not flag any indicators for this year's Municipal Indicator Results report.

Municipal indicator results are available on the online Municipal Indicator Dashboard (<https://www.alberta.ca/municipal-indicators.aspx>). The 2021 Municipal Indicator Results report will be released on the open government portal in early 2023 (<https://open.alberta.ca/publications/municipal-indicator-results>).

If you would like to discuss your results or the 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 ma.advisory@gov.ab.ca.

Yours truly,

Gary Sandberg
Assistant Deputy Minister

QUARTERLY NEWSLETTER

Alix Briefs

by the Alix and Area Community Resource Centre



IT'S BEEN 2 YEARS...

It has been two years since the doors to the Centre opened, we want to thank all of our supporters, partners and community participants for sharing this journey with us. September 8, 2020 was an exciting moment for the Alix Mirror Wellness Supports Society! We look forward to see what the future has in store...

Do you have plans for the fall and need a space? Our facilities are available to rent. Cost is \$25 per space per use. Contact us to book.



Services Available

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



**Monday to Thursday
10:00 AM - 4:00 PM**

Closed all statutory holidays

Bay 1, 5008 50 Ave, Alix, AB

403-396-3369

alixmirrorwellness@gmail.com

Follow us on social
@AlixandAreaCommunity
ResourceCentre

www.alixcrc.com

New Arrivals

Grief Support

Everyone is welcome to take part, held monthly on the 3rd Thursday at 7PM. Gather with others who are experiencing loss in a welcoming and confidential space. This is an informal group where you can choose to share at your own pace any past or recent loss.

Internet Cafe

Stop by Monday mornings from 10:30AM-12PM, bring your technology questions and stay for a coffee. Our staff will help answer your questions.



Wellness Services

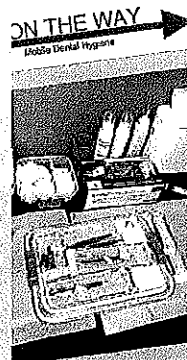
Henna Rose Massage and Wellness -
Therapeutic Massage, Myofascial Cupping, Prenatal
Massage & Reflexology. Contact 403-505-1324.

Sole Image Rejuvenation -
Reflexology, Indian Head Massage & Kansa Face
Massage. Contact 403-352-0788.

Feet Terrific Nursing Foot Care -
Advanced foot care services and treatments.
Contact 403-307-0542.

Foot Care by Kaitlin -
Advanced foot care, mobile and clinic foot care
services. Contact 587-377-6099.

On the Way Mobile Dental Hygiene -
A wide variety of dental hygiene services.
Contact 403-392-1020.



FeetTerrific
NURSING FOOTCARE



After-Hours Activities

Did you know several after-hours activities are offered at our facility?? The Alix Dance Club offers 7 month and 12 week programs for ages 3-16 on Tuesdays. Contact 403-872-2158.

New this Fall! Dual Dragons Taekwon-do Schools is offering classes on Monday evenings.

Little Dragons- ages 4 to 5, Juniors- ages 6 to 9, Youth/Adult ages 10+. Contact 403-588-6478.

New schedule! Time for Tots, a playgroup for ages 0-5 and caregivers/parents, is hosted weekly on Fridays, from 10AM-12PM. Contact 403-598-4466.

Fitness Fun is back, beginning in October. Sign-up for facilitated, bootcamp-style, adult workout sessions. Contact 403-391-6539. Follow us to keep up with all activities, there is always something new for all ages!

Registration for the 2024-2025
Dance Season will open August 1st.

Offering classes in Ballet, Tap, Jazz, Musical Theatre,
Contemporary, Hip Hop and ACRD Dance!
For Ages 2-18
2 Week Classes and 7 Month Dance Options

Find Us @

www.alixdanceclub.com

Our online registration can be found on our website.
You can also find us on Facebook as Alix Dance Club.



WISE OWLS SENIOR SERVICES

Do you need help getting to appointments or with daily tasks?

This program could be for you... Services include friendly visiting, menu planning & preparation, pet care, errand & social assistance, transportation, support liaison and home support. All service assessment interviews are FREE. Book Now!

packages
customized
to suit
your needs

SENIOR
SERVICES



WISE OWLS

Connecting & Touching Lives

FOR COMPLETE DETAILS ON ALL UPCOMING EVENTS AND PROGRAMS VISIT ONLINE, WWW.ALIXCRC.COM
OR CONTACT US, 403-396-3369.



2022 Giving Campaign

Alix Mirror Wellness Supports Society

IT TAKES A VILLAGE...

Goal: \$50,000

All funds raised will help with the continuing success of programs like: Information & Referral, Resource Navigation, Family Wellness, After-School Program, Child Safety Week, Youth Mental Health, Senior Fun, Wise Owls, Income Tax Assistance, Grief Support, Internet Cafe, Adult/Senior Outings, Alix Food Bank, Extended Learning Program, summer programming and holiday events.

Donor Recognition

Platinum	\$25,000+
Gold	\$20,000 - \$24,999
Silver	\$10,000 - \$19,999
Bronze	\$5,000 - \$9,999
Community Builder	\$1,000 - \$4,999
Honorable Mention	\$1 - \$999

We are devoted to making a difference in our community through programs, supports and connections. We are requesting donations from individuals and businesses to help us continue to serve the communities of Alix, Mirror, Tees and the surrounding area.

Your donation will help us to ensure the community will have access to help when it needs it. We strongly believe in rural communities having equal access to resources as urban centers. Concerns such as enabling seniors to age in place; improving mental health and alleviating stress; adopting healthy habits and reaching personal goals; building parenting skills so families can thrive; eliminating barriers to access supports and reducing crime are all within scope.

Funds from the campaign will be used to expand and enhance existing services, as well as, launch new programs to help fill the gaps in the needs of our community.

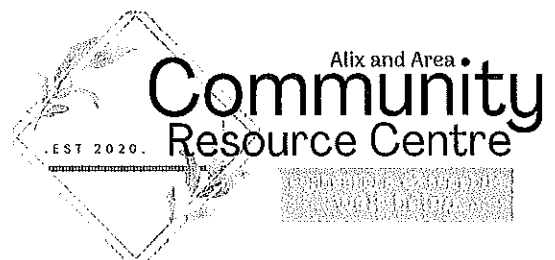
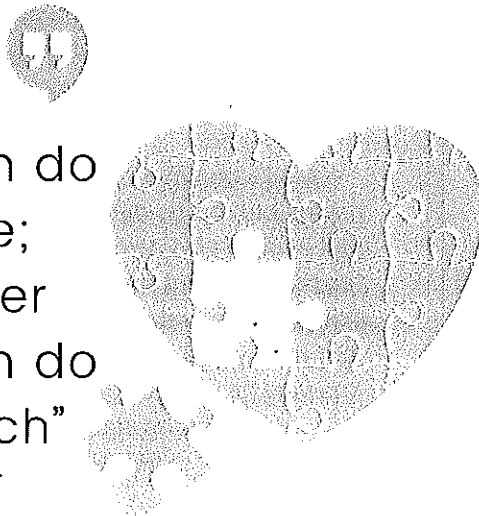
We ask for your generosity and support. Invest in your community and help us to realize our goal by contributing to the 2022 Giving Campaign! We extend our heartfelt gratitude for believing in our vision and the goal to build a stronger community.

AT THE HEART OF IT

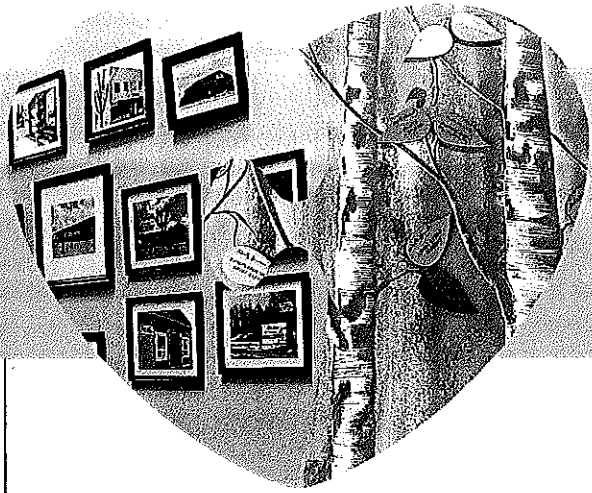
We strive to help to improve the health, quality of life and well-being for all by making connections to people, support and resources. It takes many different pieces: community participants, volunteers, donors- individual and corporate. All of our supporters, aid us in this work!

“Alone we can do so little; together we can do so much”

Helen Keller



HELP US CONTINUE TO MAKE A DIFFERENCE 2021 YEAR IN REVIEW

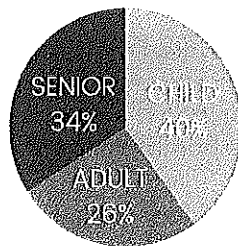


Information & Referral Engagements

3731
ENGAGEMENTS

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

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



3958
of Needs Served

Home Support

9
CLIENTS

Meals on Wheels

510
MEALS DELIVERED
18 Clients
8 Volunteers



FOOD BANK

Children: 121
Adults: 184
Seniors: 146

189
HOUSEHOLDS

Resource Navigation

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

149
CLIENTS



"...Thank you for the course- my daughter enjoyed herself very much and could hardly wait to get home to show me what she had learned."
-Parent of Safety Week Participant

The Centre offers great programs, services, support and resources to all our citizens, and helps to engender a close-knit community... My 25-year-old autistic son is learning new work skills and is able to practice social communication and interaction. We are most grateful for this opportunity, which helps our son to live a happy, productive life."
-Parent of Volunteer

"These sessions have been so much fun. A special thanks to the Centre for offering classes to seniors."
-Senior Participant

"I am so grateful for the help, info, and knowledge I have received from the Navigation Team and they are always a pleasure to talk to."
-Resource Navigation Participant

"In the past it has been a struggle to connect families with the resources they need... Together we can do what is best for the families we are serving".
-Service Partner

"Meals on Wheels was a beautiful program available for my dad who is in his nineties and still living on his own at his farm. The volunteers were wonderful and the service provided from everyone was incredible. It took alot of stress off our family and was a big help to us and our dad knowing he was getting meals and someone was popping in to check on him."
-Client Family Member



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting SEPTEMBER 15, 2022

PRLS Budget 2023

The board passed a motion to approve Parkland's 2023 budget with a .20 cent increase in the requisition level based on the most current population figures.

Parkland has kept the municipal requisition/levy at \$8.55 per capita for three consecutive years. The Government of Alberta has not increased the grant rate or adjusted for population when issuing grants since 2017.

PRLS Governance Policy Revisions

The Parkland Audit and Banking policies have been amended. The Audit policy changed from requiring an RFP every three years for services, to an RFP review being required at the discretion of Staff, the Executive Committee or the Board.

The Banking policy was changed to requiring a review and request for proposal every five years, or at the discretion of staff, the Executive Committee or the Board.

Strategic Plan Update

At their August 18th meeting, the Executive Committee reviewed a document prepared by Shari Hansen, the Community Development Officer who facilitated several meetings of Parkland's stakeholders. Hansen has identified potential goals and strategies which will be further refined and presented as a draft strategic plan at the November board meeting. Parkland's new plan will run from 2023-2025.

Compensation Review

The Parkland Board received a report on staff compensation completed by consultant Margaret Law. Parkland staff are adequately paid and are "middle of the road" in their industry. Parkland does have a very long salary grid and staff have been instructed to reduce it from fifteen steps to seven.

Stronger Together

Held in conjunction with The Alberta Library, the Yellowhead, Parkland and Peace library systems, the Stronger Together joint virtual conference is scheduled for October 6 and 7, 2022. Staff are excited to announce one of the four Key Note speakers, Hamza Khan. Khan's topic is: *The future of work: enhancing leadership, building resilience, unlocking productivity*. Stay up-to-date with all conference news by following us on Facebook and Twitter, or visit our conference website to learn more.

Advocacy Committee

The committee is excited about the possibility of creating a unified advocacy initiative for all seven of Alberta's library systems. With a provincial election coming next spring, it is an ideal time to get a commitment for additional public library funding.

Board members are encouraged to use the *Return on Municipal Levy* document found in the 2023 proposed budget when presenting Parkland's 2023 budget to council for approval. There are also *Return on Investment* documents on the PRLS website for each municipality. These documents show exactly how much value each individual municipality is getting from Parkland. They can be found here:

<https://www.prl.ab.ca/about-us/return-on-investment>

Staff also introduced *Your Guide to Building Rapport*, which is designed for municipal library boards. It will be distributed throughout Parkland to help municipal library boards build solid relationships with their local councils and administration.

Marketing Report

In July, Parkland joined in Lacombe Days with a barbeque, face painter, magic show, building tours, and virtual reality programming. The event went very well and Parkland served over 860 smokies, and Mary C. Moore Public Library received over 100 new library card sign ups.

In early summer, Parkland staff started to look at Parkland's social media strategy. Working with the Advocacy Committee, Parkland staff decided to make some changes: posting less often, using more real photos, focusing on collections, and using set backgrounds for videos and photos. It was also decided to put most of staff energy into Instagram and video content as that is what's trending. The goal is to provide generic content that any of our libraries can share to their channels and have it relevant for their audiences, as well as provide an example and inspiration for libraries in their own social media channels. The transition was made on August 1st, and there have been encouraging results in preliminary analytics.

As part of an advocacy initiative to represent libraries as a place of connection, staff created a versatile marketing campaign. The *Connection Campaign* has been completed and distributed to libraries. Libraries have access to eighteen social media posts, four flyers, six short form videos, website and social media banners, and more. Participation is optional, but it is hoped that many will participate. The campaign runs from August 15 – September 30, 2022.

In June, CBC Radio One started featuring rural libraries in their *Recommended Reads* series. Eight of our library managers were selected to be interviewed and the segments aired in June and July.

Parkland has completed our photography/videography project and received six edited videos and 240 professional photos. The project went very smoothly; both the photographer and libraries were very professional to work with and staff are happy with the results. PRLS staff plan to survey the libraries that participated and analyze the use of the photos to help determine if the project should continue next year.

Committee News from Trustees

Sedgewick & District Municipal Library Local MLA Jackie Lovely stopped by the library and presented them with a book called *Lucy Tries Hockey* for their children's section.

Delburne Municipal Library has a new library manager. Also, there is a new major feature film out of Calgary that will be presented to the citizens of Delburne at the end of September.

Sundre Municipal Library manager Karen Tubb has retired and they have a new manager starting immediately.

Cremona Municipal Library has a very popular Lego after school program.

Penhold & District Public Library has hosted 30 summer programs outside the library and 370 children participated in their mobile summer reading program with a total 12,000 minutes read.

Sylvan Lake Municipal Library hosted an author book signing for Sylvan Lake board representative Teresa Rilling and her book called *Just Breathe: Hope Beyond Hurt*.

Clive Public Library has a new manager.

Castor Municipal Library had 35 registrants for their summer reading program. The library manager has started a journaling workshop, and has the Stettler family resource network coming for some P.D. activities in the coming months.

Stettler Public Library has developed a travelling trailer in cooperation with Stettler Wellness Network. The trailer can be booked for block parties and other events.

Board Members Present

Debra Smith (Board Chair), Barb Gilliat, Gord Lawlor, Ray Reckseidler, **(Zoom)** Jackie Almborg, Alison Barker-Jevne, Doug Booker, Jaime Coston, Teresa Cunningham, Cal David, Marie Flowers, Elaine Fossen, Dwayne Fulton, Bruce Gartside, Amber Hoogenberg (alternate for Gail Knudson), Dana Kreil, Guy Lapointe, Stephen Levy, Julie Maplethorpe, Philip Massier, Marc Mousseau, Joy-Anne Murphy, Shawn Peach, Norma Penney, Lori Reid, Teresa Rilling, Bill Rock, Les Stulberg, Delaney Thoreson, Patricia Toone, Doug Weir, Carlene Wetthuhn, Bill Windsor, Janice Wing

With Regrets

Edna Coulter, Amanda Derksen, Barbara Gibson, Ricci Matthews, Leonard Phillips, Heather Ryan

Absent

Jul Bissell, Jeff Eckstrand, Pam Hansen, Daryl Lougheed, Jackie Northey, Bryce Olson, Diane Roth, Sandy Shipton, Shannon Wilcox, Sharon Williamson

Next Meeting: November 17, 2022, (Zoom)

For more information, or if you want a copy of the draft minutes from this board meeting, please contact PRLS.