

Regular and Closed Meeting Agenda
for Monday, March 13, 2023, at 5:30 p.m. to be held
in the Council Chambers, in the Town Hall Complex,
at 240 Main Street, Milk River, Alberta



1. Call to Order
2. Delegations 6:00 pm
 - A) Glen Motz, MP
 - B) Milk River Fire Department
 - C) Oldman River Regional Services Commission
3. Additions to the Agenda
4. Approval of Minutes
 - A) Minutes of the February 13, 2023, Regular Council Meeting
5. Business Arising from Minutes
 - A) Council Table
6. Financial Report
7. Administration Reports
 - A) Public Works
 - B) Community Peace Officer
 - C) Chief Administrative Officer
8. Bylaws and Policies
 - A) Policy R3.0: Snow and Ice Control
 - B) Policy F9.0: Sale of Town Land
9. Old Business
10. New Business
 - A) Correspondence
 - B) Childcare/Daycare
 - C) Roll 3910000 Tax Write Off
 - D) Riverside Community Golf Course Society Expenses
 - E) Historical Society Funding Request
 - F) Candu Invoice
 - G) Milk River Minor Ball Sponsorship Request
 - H) Roll 506000 Options
11. Councillor Reports
 - A) Authorities, Boards, Committees and Commission Minutes

12. Mayor's Report

A) Authorities, Boards, Committees and Commission Minutes

13. Closed Session

A) Section 17: Disclosure harmful to personal privacy - CAO Evaluation

14. Adjournment

Request for Decision

Delegation: Mr. Glen Motz, MP

March 13, 2023



RECOMMENDATION

That Council thank Mr. Motz for his attendance and answers to Council's questions.

LEGISLATIVE AUTHORITY

Procedural Bylaw 1023

PART VII

1. Delegations who wish to bring any matter to the attention of the Council or who wishes to have any matter considered by the Council, shall address a letter to the Council outlining the subject to be discussed. The letter shall be typewritten or legibly written, signed by the correct name of the writer, delivered, or mailed to the office of the CAO so that it arrives no later than 1:00 p.m. on the Tuesday immediately preceding the meeting at which it is to be presented, and it shall contain the full mailing address of the writer. If he or she wishes to appear before Council, it shall be so stated in the letter. The CAO shall then place the person(s) on the next meeting agenda if possible.
2. Delegations will be allocated a maximum of 10 minutes to present the subject matter indicated in their request. The Chair of the meeting may extend this maximum time allocation at their choice. A maximum of 2 delegations will be included on the agenda at a Regular Council meeting.
3. Delegations may present to Council no more than 2 times per year on items considered to be the same issue.

BACKGROUND

Mr. Glen Motz, MP for Medicine Hat-Cardston-Warner, will be in attendance to answer any questions Council may have.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the recommendation. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Delegation: Milk River Fire Department

March 13, 2023



RECOMMENDATION

That Council thank Chief Thompson for his attendance and accept the fire department report as information.

LEGISLATIVE AUTHORITY

Procedural Bylaw 1023

PART VII

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2. Delegations will be allocated a maximum of 10 minutes to present the subject matter indicated in their request. The Chair of the meeting may extend this maximum time allocation at their choice. A maximum of 2 delegations will be included on the agenda at a Regular Council meeting.
3. Delegations may present to Council no more than 2 times per year on items considered to be the same issue.

BACKGROUND

Fire Chief Mark Thompson will be in attendance to provide an update to Council regarding the Milk River Fire Department.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the recommendation. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Block 39 Design Concepts

March 13, 2023



RECOMMENDATION

That Council approve the Block 39 Design Concept number _____.

LEGISLATIVE AUTHORITY

BACKGROUND

On November 15, 2022, the Town of Milk River along with Planners from the Oldman River Regional Services Commission (ORRSC) hosted an Open House in the Town Council Chambers to obtain input on a variety of conceptual designs for the development of Block 39 as a formal park. Attendees voted for their preferred design concept and were given the opportunity to complete a short survey and create their own park design. At the conclusion of the Open House the same 4 question survey was made available online for anyone who was not able to attend the Open House to provide their input.

ORRSC presented the Block 39 What We Heard Report at the February 13th Regular Council Meeting. Through discussion and Council identified priorities for amenities at this meeting, a final draft concept design has been placed on the March agenda for Council's consideration.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the recommendation. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Block 39 Design Concepts

Memo

To: Kelly Lloyd, CAO, Town of Milk River

File: 8D-114

From: Bonnie Brunner, Senior Planner

Date: March 8, 2023
e-mailed

Re: Plan 7510741
Block 39
Lots R29, 9 and 10
Revised Park Design Concepts

We are pleased to provide to you two revised design concepts (Concept 4 & Concept 1A-2) for the proposed development of Lots R29, 9 and 10, Block 39, Plan 7510741 for Council's review and consideration. Please be aware, the designs are conceptual only and require engineering, safety codes, geo-technical, and servicing analysis to determine feasibility.

These concepts take into consideration the information gathered during the Block 39 Open House on November 15, 2022, the public engagement survey, and subsequent discussions with Council on February 13, 2023. Each design incorporates the most desired design elements identified through the public engagement survey and further refined by Council; those being a playground, walking paths, multi-sport court, bathrooms, open space, exercise equipment, gazebo, and lighting. Parking is limited to the parking lot proposed on Lots 9 & 10. Driving around the park will be discouraged through signage however no road closures have been proposed. Additional benches and picnic tables have been added to the design based on the conversations with Council. The exercise equipment is proposed in the same location on both design concepts at the southwest corner of the park area nestled beside the trees. The exercise equipment could also be located in a linear position along the walking path.

Design Concept 4 incorporates all of the preferred elements including Council's desire for a path around the entire perimeter of the park. In order to provide space for the walking path the sport court has been shifted west in this design. However, shifting the court is likely to increase costs due to additional grading requirements associated with the change in elevation at this location.

Design Concept 1A-2, is a revised version of Concept 1A displayed at the Open House. This concept does not include the walking path along the north half of the development however the walking path in the south end of the development has been extended to create a loop. This concept leaves the sport court in its original location where it is slightly less impacted by elevation changes and expected to be more economical.

As with previous concepts, both refined concepts have been designed around the existing trees within the park area. It is recommended that the space is designed around the existing trees rather than removing trees to accommodate a park design. As the trees are mature and provide significant coverage there would be significant costs to replace these trees with a new tree of similar coverage.

















Once a final design has been decided upon, the Town's engineering consultant can be engaged, and the project will move forward to the feasibility and costing phase. The design can be further refined upon completion of this phase to make adjustments based on the information provided prior to moving forward with final public consultation.

MAIN ST

Town of Milk River

Park Design - Concept 4

Plan 7510741, Block 39,
Lots R29, 9 & 10

- | | | | |
|---|------------------------------|---|-----------------------------|
|  | Garbage |  | Proposed Trail
(2m wide) |
|  | Grass |  | Proposed Tree |
|  | Parking Lot |  | Existing Tree |
|  | Mixed Sport Court |  | Fence |
|  | Washroom |  | Light |
|  | Playground
(80' Diameter) |  | Existing Rock Feature |
|  | Gazebo
(30' Diameter) |  | Park Bench |
|  | Picnic Table |  | Fitness Equipment |



1 2.5 5 7.5 10
Metres

*Conceptual only - Engineering,
Safety Codes & Servicing analysis
required to confirm feasibility

Draft Date: March 7, 2023

Crosswalk

Open
Space

Aerial Photo:
May 2021

MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3108 18th AVENUE NORTH, LETHBRIDGE, ALBERTA T1M 0E8
TEL: 403-528-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

OLDMAN RIVER REGIONAL SERVICES COMMISSION
March 07, 2023, 16, Waterbury County Milk River Milk River Projects Parks Design,
Milk River - Fall Design - 2023-06-07

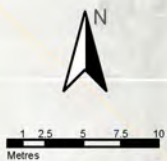


Town of Milk River

Park Design - Concept 4

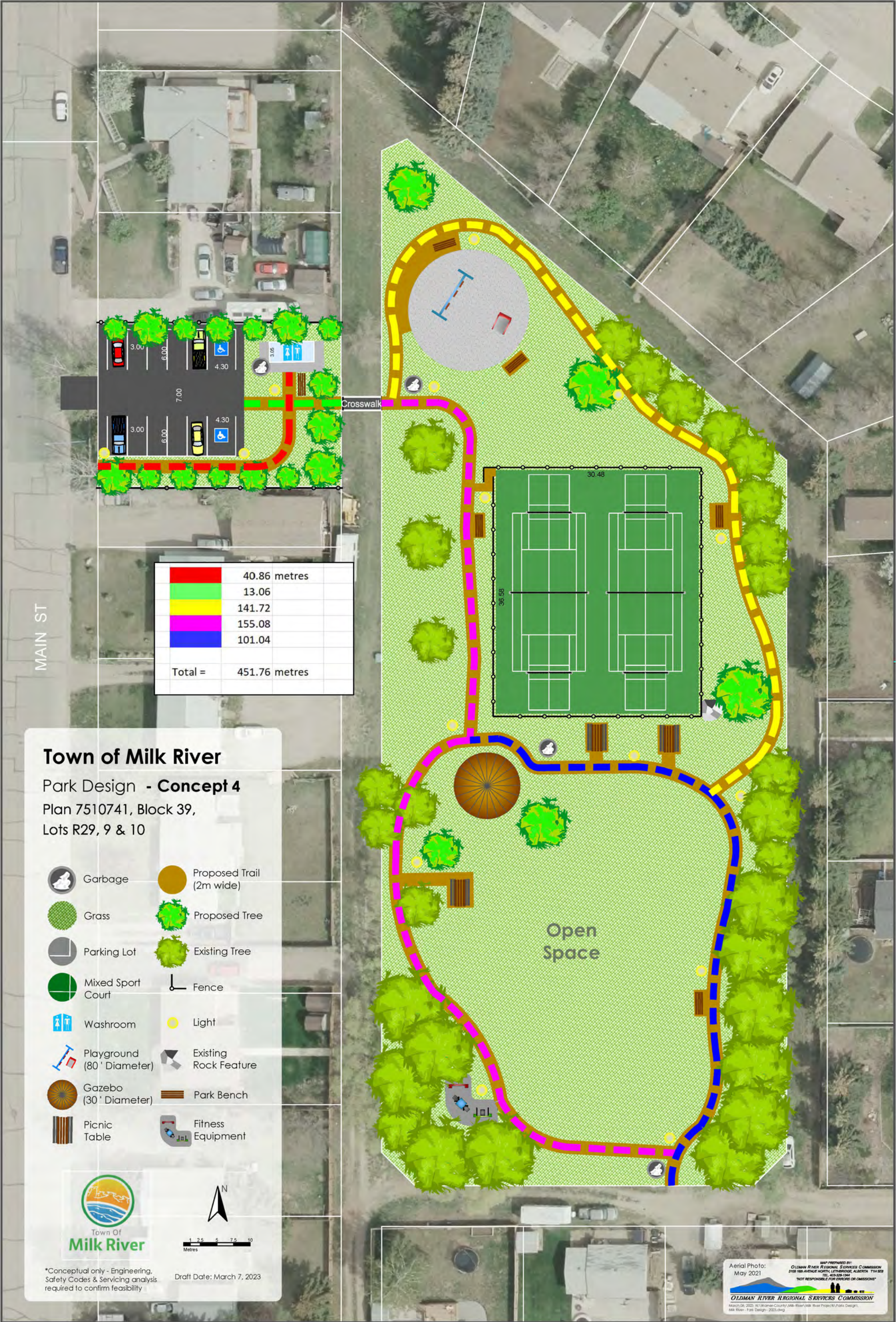
Plan 7510741, Block 39,
Lots R29, 9 & 10

- | | | | |
|--|---------------------------|--|--------------------------|
| | Garbage | | Proposed Trail (2m wide) |
| | Grass | | Proposed Tree |
| | Parking Lot | | Existing Tree |
| | Mixed Sport Court | | Fence |
| | Washroom | | Light |
| | Playground (80' Diameter) | | Existing Rock Feature |
| | Gazebo (30' Diameter) | | Park Bench |
| | Picnic Table | | Fitness Equipment |



*Conceptual only - Engineering,
Safety Codes & Servicing analysis
required to confirm feasibility

Draft Date: March 7, 2023



	40.86 metres
	13.06
	141.72
	155.08
	101.04
Total =	451.76 metres

Town of Milk River

Park Design - Concept 4

Plan 7510741, Block 39,
Lots R29, 9 & 10

- Garbage
- Grass
- Parking Lot
- Mixed Sport Court
- Washroom
- Playground (80' Diameter)
- Gazebo (30' Diameter)
- Picnic Table
- Proposed Trail (2m wide)
- Proposed Tree
- Existing Tree
- Fence
- Light
- Existing Rock Feature
- Park Bench
- Fitness Equipment



*Conceptual only - Engineering,
Safety Codes & Servicing analysis
required to confirm feasibility

Draft Date: March 7, 2023

MAIN ST

Town of Milk River

Park Design - Concept 1A-2*

Plan 7510741, Block 39,
Lots R29, 9 & 10

- | | | | |
|---|------------------------------|---|-----------------------------|
|  | Garbage |  | Proposed Trail
(2m wide) |
|  | Grass |  | Proposed Tree |
|  | Parking Lot |  | Existing Tree |
|  | Mixed Sport Court |  | Fence |
|  | Washroom |  | Light |
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(30' Diameter) |  | Park Bench |
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1 2.5 5 7.5 10
Metres

*Conceptual only - Engineering,
Safety Codes & Servicing analysis
required to confirm feasibility

Draft Date: March 7, 2023

Crosswalk

Open
Space



Town of Milk River

Park Design - **Concept 1A-2***
Plan 7510741, Block 39,
Lots R29, 9 & 10

- | | | | |
|--|------------------------------|--|-----------------------------|
| | Garbage | | Proposed Trail
(2m wide) |
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1 2.5 5 7.5 10
Metres

*Conceptual only - Engineering,
Safety Codes & Servicing analysis
required to confirm feasibility

Draft Date: March 7, 2023

Request for Decision

Approval of Minutes

March 13, 2023



RECOMMENDATION

That the minutes for the February 13, 2023, regular council meeting be accepted as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)
Procedure Bylaw 1023

BACKGROUND

As per the MGA and the Town's Procedural Bylaw, minutes are to be recorded and given to council for adoption at a subsequent council meeting.

RISKS/CONSEQUENCES

1. By not approving the previous meetings minutes, Council would then not approve the decisions they made, as recorded, and no motion would be actioned by administration.
2. The minutes of the Council meetings can be adopted as amended. Council would need to be specific in an amendment to the recording of the previous meetings minutes.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Prior to Adoption: February 13, 2023, regular council meeting minutes

Prior to Adoption

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, February 13, 2023, at 5:30 p.m. in the Council Chambers, in the Town Hall Complex, at 240 Main Street, Milk River, Alberta.

Present – Elected Officials

Mayor Larry Liebelt, Councillor Peggy Losey, Councillor Anne Michaelis, Deputy Mayor Dave Degenstein, and Councillor Shayne Johnson

Absent – Elected Officials

None

Present – Administration

Kelly Lloyd, Chief Administrative Officer

1. Call to Order

Mayor Liebelt called the meeting to order at 5:30 p.m.

2. Delegation: 6:00 p.m.

A) Border Communities Wellness Foundation

Moved by Deputy Mayor Degenstein, “that Council accept Ms. Hult’s request for partnership with the Border Communities Wellness Foundation as information.”

Motion Carried 2023-18

B) Health and Safety Coordinator/Director of Emergency Management

Ms. Amanda Flaws, Health and Safety Coordinator provided an overview of the health and safety program. She highlighted management commitment, communication, employee involvement worksite analysis, hazard prevent and control, and training.

Councillor Losey left the meeting at 5:47 p.m.

Councillor Losey returned to the meeting at 5:50 p.m.

As the Health and Safety Coordinator, the role with the Town is to develop and implement an overall successful Health and Safety Program. This role is also responsible for incidents and investigations.

Moved by Councillor Michaelis, “that Council accept the Health and Safety Coordinator’s report as information.”

Motion Carried 2023-19

C) Oldman River Regional Services Commission: Block 39

Bonnie Brunner, Senior Planner and Kattie Schlamp, Assistant Planner from the Oldman River Regional Services Commission spoke to the report on Block 39 as contained in the agenda package. Much of the responses gathered align with the 1A concept design.

Discussion on council’s priorities regarding amenities with the following points:

- Development of the park could be completed in phases.
- ORRSC would provide the design to the engineers. The engineers would provide feasibility and construction costs and ORRSC would work with CAO for components.
- Amenities: incorporate amenities from lighting (number one priority) to the left of the graph, excluding the spray park and toboggan hill.

- Would like more of a natural playground.
- Council would like more walking paths, (i.e., similar to a figure 8 design) and benches.
- Council does not wish to close the east laneway.

Next steps:

- Prepare a more refined design based on what we heard – proceed with costing out items.
- Engage adjacent landowners once the refined design is completed.
- Coordinate with the CAO on a timeframe.

Moved by Councillor Johnson, “that Council accept the Block 39 Engagement Report as information.”

Motion Carried 2023-20

D) Milk River RCMP Detachment
Report is attached.

3) Additions to the Agenda

- A) Adoption of the Agenda
- Addition 10M) Block 39
 - 10N) Border Communities Wellness Foundation
 - 10O) Milk River and District Seniors Citizens Society Request

Moved by Councillor Losey, “that Council accept the agenda, as amended, for the regular council meeting on February 13, 2023.”

Motion Carried 2023-21

4) Approval of Minutes

- A) Minutes of the January 9, 2023, Regular Council Meeting

Moved by Deputy Mayor Degenstein, “that Council accept the regular council meeting minutes from Monday, January 9, 2023, as presented.”

Motion Carried 2023-22

5. Business Arising from Minutes

Moved by Councillor Losey, “that the council table remain on the agenda as a standing item.”

Motion Carried 2023-23

6. Financial Report

There was not a report for this meeting.

7. Administration Reports

- A) Public Works

The report is contained within the agenda package.

Moved by Deputy Mayor Degenstein, “that Council accept the Public Works report for the period ending January 31, 2023, as information.”

Motion Carried 2023-24

- B) Community Peace Officer

The report is contained within the agenda package.

Moved by Councillor Johnson, "that Council accept the Community Peace Officer report for the period ending January 31, 2023, as information."

Motion Carried 2023-25

C) Chief Administrative Officer

CAO Lloyd reviewed the report for the month of January.

Moved by Deputy Mayor Degenstein, "that the Administration Reports for the period ending January 31, 2023, be accepted as information."

Motion Carried 2023-26

8. Bylaws

8A) Bylaw Inventory

Moved by Councillor Losey, "that Council accept the Bylaw Inventory as information."

Motion Carried 2023-27

Mayor Liebelt recessed the meeting at 7:37 p.m.

Mayor Liebelt reconvened the meeting at 7:41 p.m.

8B) Bylaw 990: Remuneration

Moved by Councillor Michaelis, "to accept Bylaw 990: Remuneration, as information."

Motion Carried 2023-28

8C) Council Professional Development Form

Moved by Deputy Mayor Degenstein, "that the Council Professional Development Form be accepted as information."

Motion Carried 2023-29

8D) Bylaw 1039-23: Regional Assessment Review Board

Moved by Deputy Mayor Degenstein, "that the Regional Assessment Review Board Bylaw 1039-23 be given first reading."

Motion Carried 2023-30

Moved by Councillor Losey, "that the Regional Assessment Review Board Bylaw 1039-23 be given second reading."

Motion Carried 2023-31

Moved by Councillor Johnson, "that the Regional Assessment Review Board Bylaw 1039-23 receive unanimous consent for consideration of third reading."

Motion Carried 2023-32

Moved by Councillor Michaelis, "that the Regional Assessment Review Board Bylaw 1039-23 be given third and final reading."

Motion Carried 2023-33

8D) Policy Inventory

Moved by Councillor Losey, "that Council accept the policy inventory as information."

Motion Carried 2023-34

8E) Policy F9.0: Sale of Town Land

Moved by Councillor Johnson, "that Council directs administration to research municipal comparables regarding sale of town land and come back with a completion date."

Motion Carried 2023-35

8F) Policy F3.0: Snow and Ice Control

Moved by Deputy Mayor Degenstein, "that Council accept the Snow and Ice Control Policy as information."

Motion Carried 2023-36

A) Old Business

None.

B) New Business

10A) Correspondence

Moved by Councillor Losey, "that correspondence for the period ending February 13, 2023, be accepted as information."

Motion Carried 2023-37

10B) Authorities, Boards, Commissions and Committees - Appointments

Moved by Deputy Mayor Degenstein, "that Council appoint Jon Hood to the Regional Assessment Review Board, subject to pool member confirmation by ORRSC."

Motion Carried 2023-38

Move by Councillor Johnson, "that Council appoint Councillors Losey and Michaelis to the Intermunicipal Collaboration Framework Committee, and Deputy Mayor Degenstein as the alternate."

Motion Carried 2023-39

10C) Local Intel

This item will be brought forward in the budget.

10D) Canada Day

Moved by Councillor Losey, "that Council support the Canada Day request in the amount of \$1,000 for the band."

Motion Carried 2023-40

10E) Budget Meeting Date

Moved by Councillor Michaelis, "that Council set the budget meeting date on March 1, 2023, at 1:00 p.m."

Motion Carried 2023-41

10F) Pink Shirt Day Proclamation

Moved by Deputy Mayor Degenstein, "that Council proclaim February 22, 2023, as Pink Shirt Day in the Town of Milk River."

Motion Carried 2023-42

10G) Childcare/Daycare

Moved by Councillor Michaelis, "that Council support Deputy Mayor Degenstein to obtain information from Pincher Creek regarding childcare/daycare services."

Motion Carried 2023-43

10H) Milk River Watershed Council Canada Donation Request

Moved by **Councillor Losey**, **"that Council** approve a donation up to the gold level contribution for the March 27 Milk River Watershed Community Appreciation and direct administration to provide."

Motion Carried 2023-44

10I) Farm Safety Centre Donation Request

Moved by Councillor Michaelis, **"that Council** approve a donation of \$350 to the Farm Safety Centre."

Motion Carried 2023-45

Mayor Liebelt recessed the meeting at 9:09 p.m.

Mayor Liebelt reconvened the meeting at 9:12 p.m.

10J) County of Warner Donation Request

Moved by **Deputy Mayor Degenstein**, **"that Council** approve a door prize donation to the County's Volunteer Recognition event, consisting of the Town of Milk River's promotional items."

Motion Carried 2023-46

10K) Primary Engineering Invoice

Moved by **Councillor Losey**, **"That Council** approve payment of invoice 0744034 to Primary Engineering for the electrical development for 8th Avenue, in the amount of \$101,220.00."

Motion Carried 2023-47

10L) Royal Canadian Military Service Recognition Book

Moved by Deputy Mayor Degenstein, **"that Council** approve the purchase of an advertisement in the Royal Canadian Military Service Recognition Book in the amount of \$315."

Motion Carried 2023-48

10M) Border Communities Wellness Foundation

Moved by **Deputy Mayor Degenstein**, **"that Council** request from administration pricing on benches, work in kind installation for benches, as well as completion of the work in kind, and provide to Ms. Hulit the pricing."

Motion Carried 2023-49

10N) Block 39

Moved by **Deputy Mayor Degenstein**, **"that Council** directs ORRSC continue with the Block 39 plan based on information received at today's meeting."

Motion Carried 2023-50

Moved by **Councillor Johnson**, **"that Council** direct administration to talk to an engineer to get pricing on the Block 39 design."

Motion Carried 2023-51

10O) Milk River and District Seniors Citizens Society Request

Moved by **Deputy Mayor Degenstein**, **"that Council** accept for information the Milk River and District Seniors Citizens Society request letter, and to keep in mind for budget deliberations."

Motion Carried 2023-52

11. Councillors Reports

Councillor Losey attended Ridge Country Housing and the Milk River Watershed Council Canada meetings, as well as the Milk River and District Senior Citizens Society.

Deputy Mayor Degenstein attended Ridge Country Housing and FCSS meetings, along with a Brownlee Legal Session.

Councillor Johnson attended the Milk River and District Ag Society meeting.

Councillor Michaelis reported on the Minister of Health conference call, attended a How to Conduct a Crisis Communications Assessment webinar, and the Milk River Health Professionals Attraction and Retention Committee meeting.

Moved by Councillor Losey, **"that the Councillors reports for the period ending February 13, 2023, be accepted as information."**

Motion Carried 2023-53

12. Mayors Report

Mayor Liebelt attended the following meetings: Milk River and District Senior Citizens Society; Dr. Low and the Minister of Health, Chief Mountain, Heritage Handi-bus, Mayor and Reeves, as well as the Riverside Community Golf Society.

Moved by Councillor DM Degenstein, **"that Council accept the Mayors Report for the period ending February 13, 2023, as information."**

Motion Carried 2023-54

13. Closed Session

A) Section 17: Disclosure Harmful to Personal Privacy - Land Sale

Moved by Councillor Losey, **"that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act at 10:00 p.m., to discuss matters exempt from disclosure under FOIP Section 17: Disclosure Harmful to Personal Privacy, with CAO Lloyd to remain in attendance."**

Motion Carried 2023-55

Moved by Councillor Johnson, **"that the meeting reconvene to the regular Council meeting at 10:09 p.m."**

Motion Carried 2023-56

Rise and report

Moved by Deputy Mayor Degenstein, **"that Council accept the offer to purchase for roll number 30001000."**

Motion Carried 2023-57

14. Adjournment

Moved by Councillor Losey, **"that the regular council meeting of February 13, 2023, adjourn at 10:11 p.m."**

Motion Carried 2023-58

Larry Liebelt
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the XX day of XXXXX 2023.

Prior to Adoption

Request for Decision

Council Table

March 13, 2023



RECOMMENDATION

That Council direct Administration on the purchase of the council meeting table.

LEGISLATIVE AUTHORITY

2023 Operating Budget

BACKGROUND

At the January regular council meeting, Council made the following motion:

10C) Council Chamber Desks

Moved by Councillor Johnson, **"that Council directs administration to bring back pricing and styles for a permanent, yet moveable council table."**

Motion Carried 2023-11

Some examples, including pricing, are presented today for Council's consideration.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the recommendation.
Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Council meeting table quotes



DOWNTOWN CONFERENCE TABLES

Modern, spacious design with room for the whole team.

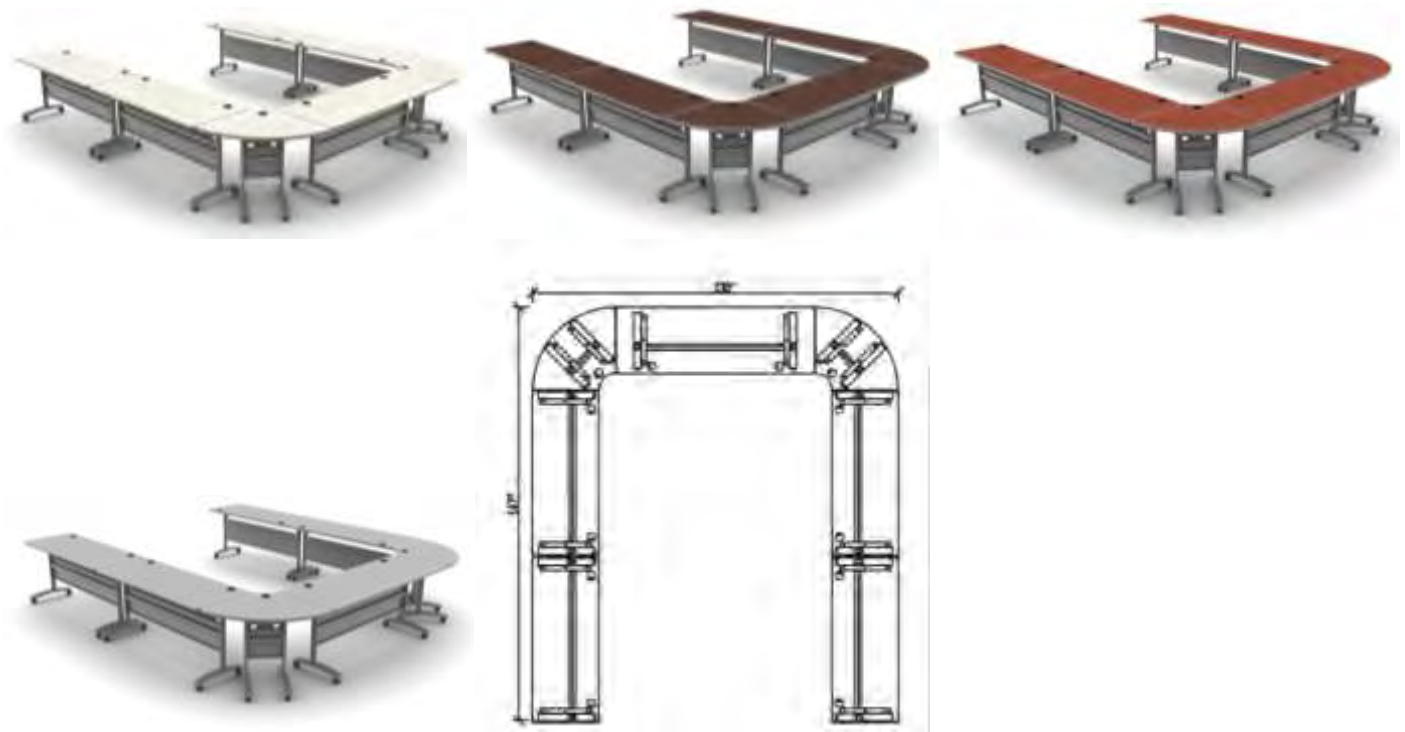
- Sturdy steel frame with square tube legs, modesty panels and leveling feet.
- Heavy-duty, 1 3/4" thick laminate top with PVC edges. 30" table height.
- **Powered** – Includes pop-up power center: 2 outlets / 2 USB ports.

DOWNTOWN STANDARD CONFERENCE TABLES							Gray	
MODEL NO.	SHAPE	DIMENSIONS L x W	SEATING CAPACITY	WT. (LBS.)	PRICE EACH		ADD TO CART	
					1	2+		
H-8234	Rectangle	96 x 48"	8	190	\$1,077	\$1,028	<input type="text" value="1"/>	ADD
H-10227		120 x 48"	10	261	1,401	1,339	<input type="text" value="1"/>	ADD
H-8235		144 x 48"	12	304	1,518	1,449	<input type="text" value="1"/>	ADD
H-8236		192 x 48"	16	419	1,952	1,876	<input type="text" value="1"/>	ADD
				SHIPS UNASSEMBLED VIA MOTOR FREIGHT				

DOWNTOWN POWERED CONFERENCE TABLES							Gray	
MODEL NO.	SHAPE	DIMENSIONS L x W	SEATING CAPACITY	WT. (LBS.)	PRICE EACH		ADD TO CART	
					1	2+		
H-8954	Rectangle	96 x 48"	8	197	\$1,200	\$1,145	<input type="text" value="1"/>	ADD
H-10228		120 x 48"	10	268	1,518	1,449	<input type="text" value="1"/>	ADD
H-8237		144 x 48"	12	311	1,635	1,559	<input type="text" value="1"/>	ADD
H-8238		192 x 48"	16	432	2,153	2,064	<input type="text" value="1"/>	ADD
				SHIPS UNASSEMBLED VIA MOTOR FREIGHT				

Tucana Layout #2 – 130" X 147"

\$2,857.00



Available Finishes: / Couleurs Disponibles:

TOPS / SURFACES DE TRAVAIL



BASES ONLY / BASES SEULEMENT



Lead Time: 2 Weeks

[Download Series Brochure](#)

[Download Layout Brochure](#)

Tucana

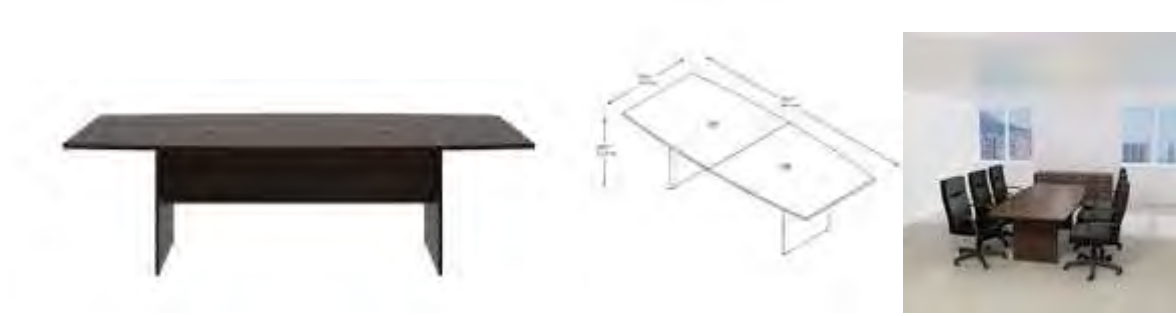
Introducing Tucana, a free-standing and modular linking table system.

Tucana Training Tables provide a versatile work surface solution for virtually any group or gathering. Adaptable, expandable and easily stored away when not in use.

Products:

- Quarter Round Top (x2): TU-97Q-3030
- Rectangle Top (x4): TU-97R-6024
- Rectangle Top: TU-97R-7224
- Training Table Base for 72" Tops (x5): TU-97L-7220-ME
- Base for 30" Quarter Round Top (x2): TU-97L-1520-ME

Bush Business Furniture 96"W x 42"D Boat Shaped Conference Table with Wood Base, Mocha Cherry (99TB9642MRK)



[View Product Details](#)

\$1,176.99

Bush Business Furniture 96"W x 42"D Boat Shaped Conference Table with Wood Base, Hansen Cherry (99TB9642HCK)



[View Product Details](#)

\$1,099.99

Request for Decision

Financial Report

March 13, 2023



RECOMMENDATION

That the Financial Report for the period ending February 28, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

The financial report for the period ending February 28, 2023, is included in the council package for information.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. 2023 Year to Date Operating Budget



TOWN OF MILK RIVER

Operating Budget vs Actual

For the Period Ending February 28, 2023

General Ledger	Description	2022 Budget	2022 Actual	2023 Interim Budget	2023 Actual
GENERAL REVENUE					
1-00-00-111-00	Property Taxes Levied	-791,254.18	-775,947.88	-775,947.88	0.01
1-00-00-112-00	ASFP Residential Tax Levied	-149,365.22	-156,301.93	-156,301.93	0.00
1-00-00-113-00	ASFP Non Residential Tax Levied	-45,194.96	-34,526.93	-34,526.93	0.00
1-00-00-115-00	Homes For The Aged Tax Rate	-21,201.44	-20,953.58	-20,953.58	0.00
1-00-00-510-00	Penalties and Costs Levied on Taxes	-10,000.00	-11,524.00	-11,524.00	-2,625.75
1-00-00-540-00	Revenues From Franchises	-164,000.00	-190,825.55	-190,825.55	-43,338.92
1-00-00-550-00	Returns On Investments	-20,000.00	-47,782.53	-47,782.53	-12,236.02
1-00-00-741-00	Fines And Costs	0.00	0.00	0.00	0.00
* TOTAL GENERAL REVENUE		(1,201,015.80)	(1,237,862.40)	(1,237,862.40)	(58,200.68)
GENERL ADMINISTRATIVE REV					
1-00-00-740-00	Employment Grants	0.00	0.00	0.00	0.00
1-00-00-755-00	Grants - MSI Operating	-58,715.00	-58,715.00	-58,715.00	0.00
1-12-00-410-00	Sales of Goods	0.00	-77.45	-77.45	0.00
1-12-00-420-00	Sale of Services	0.00	-754.06	-754.06	-249.97
1-12-00-421-00	Certificates	0.00	-1,980.00	-1,980.00	-90.00
1-12-00-510-00	Tax Sale Costs Recovered	-250.00	-225.00	-225.00	-50.00
1-12-00-520-00	Business Licenses	-42,500.00	-5,478.50	-5,478.50	0.00
1-12-00-560-00	Rental Revenues	-40,000.00	-49,850.08	-49,850.08	-5,391.68
1-12-00-590-00	Other Revenue From Own Sources	0.00	-2,242.52	-2,242.52	-312.97
* TOTAL GENERL ADMINISTRATIVE RE		(141,465.00)	(119,322.61)	(119,322.61)	(6,094.62)
FIRE DEPT SERV REV					
1-23-01-420-00	Sale of Services	-7,500.00	-3,200.00	-3,200.00	0.00
1-23-01-590-00	Other Revenue From Own Sources	0.00	-145.98	-145.98	0.00
1-23-01-850-00	County of Warner Conditional Grants	-14,500.00	-15,696.76	-15,696.76	0.00
* TOTAL FIRE DEPT SERV REV		(22,000.00)	(19,042.74)	(19,042.74)	0.00

BY-LAW ENFORCEMENT AND OTHER R

1-26-00-520-00	Animal Licenses	-1,660.00	-1,870.00	-1,870.00	-1,420.00
1-26-00-530-00	Fines	-1,500.00	-1,102.00	-1,102.00	-393.00
*	TOTAL BY-LAW AND OTHER	(3,160.00)	(2,972.00)	(2,972.00)	(1,813.00)

LEGISLATIVE REV

1-11-00-590-00	Other Revenue From Own Sources	-5,603.79	-5,603.79	-5,603.79	0.00
*	TOTAL LEGISLATIVE REV	(5,603.79)	(5,603.79)	(5,603.79)	0.00

COMMON SERV/EQUIP POOL REV

1-31-00-590-00	Other Revenue From Own Sources	0.00	-272.10	-272.10	-424.15
*	TOTAL COMMON SERV/EQUIP POOL R	0.00	(272.10)	(272.10)	(424.15)

ROADS, STREETS, WALKS, LIGHTS

1-32-00-100-00	Road Operating Special Levy	-24,750.00	-24,450.00	-24,450.00	0.00
1-32-00-590-00	Other Revenue From Own Sources	-18.00	-43.42	-43.42	0.00
1-32-00-920-00	Drawn From Roads, Walks Op. Reserve	-177,635.00	0.00	0.00	0.00
*	TOTAL RD, ST, WK, LT REV	(202,403.00)	(24,493.42)	(24,493.42)	0.00

AIRPORT REV

1-33-00-560-00	Rental Revenue - Airport	-465.00	-465.00	-465.00	0.00
*	TOTAL AIRPORT REV	(465.00)	(465.00)	(465.00)	0.00

WATER SUP & DISTR REV

1-41-00-420-00	Sales of Water	-297,000.00	-295,875.06	-295,875.06	-41,408.59
1-41-00-510-00	Penalties	-1,800.00	-1,818.32	-1,818.32	-309.57
1-41-00-590-00	Other Revenue From Own Sources	-1,500.00	-902.00	-902.00	0.00
1-41-00-940-00	Cont. From Capital Function	-317,957.76	0.00	0.00	0.00
1-41-02-420-00	Sales of Farm Water	-7,500.00	-11,466.52	-11,466.52	-414.00
*	TOTAL WATER SUP & DISTR REV	(625,757.76)	(310,061.90)	(310,061.90)	(42,132.16)

SANITARY SEWAGE SERVICE REV

1-42-00-410-00	Sales of Goods	0.00	-20.00	-20.00	-10.00
1-42-00-420-00	Sales of Sewage Services	-90,000.00	-102,451.61	-102,451.61	-15,405.24
1-42-00-421-00	Sales of Services - Other	-500.00	-1,180.28	-1,180.28	-204.08
*	TOTAL SEWAGE REV	(90,500.00)	(103,651.89)	(103,651.89)	(15,619.32)

GARBAGE COLL. & RECYCLING REV

1-43-00-420-00	Sales of Garbage Service	-105,000.00	-115,876.39	-115,876.39	-19,220.63
1-43-01-590-00	Recycling - Other	-1,000.00	-1,294.04	-1,294.04	0.00
*	TOTAL GARBAGE / RECYCLING REV	(106,000.00)	(117,360.43)	(117,360.43)	(19,220.63)

TRANSFER STN REV

1-43-00-550-00	Return on Investments	-50.00	-124.73	-124.73	-40.70
1-43-00-850-00	Conditional Local Government Transfers	-12,000.00	-12,115.80	-12,115.80	0.00
*	TOTAL TRANSFER STN REV	(12,050.00)	(12,240.53)	(12,240.53)	(40.70)

CEMETERY

1-56-00-420-00	Cemetary Sale of Service	-2,500.00	-3,600.00	-3,600.00	-1,300.00
*	TOTAL CEMETERY	(2,500.00)	(3,600.00)	(3,600.00)	(1,300.00)

PLANNING & DEVELOPMENT

1-61-00-420-00	Planning / Development Services	0.00	0.00	0.00	-30.00
1-61-00-520-00	Development Permit Revenue	-2,000.00	-630.00	-630.00	0.00
1-61-00-521-00	Permit Revenue from Agencies	-1,000.00	-9,285.97	-9,285.97	-65.15
1-62-00-420-00	Business Licenses	0.00	0.00	0.00	-3,202.00
*	TOTAL PLANNING & DEVELOP	(3,000.00)	(9,915.97)	(9,915.97)	(3,297.15)

SUBDIV, LAND & DEV REV

1-66-00-410-00	Sales of Land	-25,000.00	0.00	0.00	0.00
*	TOTAL SUBDIV, LAND & DEV REV	(25,000.00)	0.00	0.00	0.00

REC - CAMPGROUND REV

1-72-01-420-00	Campground Sale of Services	-18,000.00	-21,623.14	-21,623.14	-1,730.95
*	TOTAL REC - CAMPGROUND REV	(18,000.00)	(21,623.14)	(21,623.14)	(1,730.95)

RECREATION - POOL REV

1-72-02-410-00	Sale of Goods - Pool	0.00	-8.55	-8.55	0.00
1-72-02-420-00	Sales of Services - Pool	-5,500.00	-5,671.43	-5,671.43	0.00
1-72-02-560-00	Pool Rentals	0.00	-142.86	-142.86	0.00
1-72-02-850-00	Local Gov't Conditional Grants	-24,500.00	-24,048.00	-24,048.00	0.00
*	TOTAL RECREATION - POOL REV	(30,000.00)	(29,870.84)	(29,870.84)	0.00

**	TOTAL OPERATING REV	(2,488,920.35)	(2,018,358.76)	(2,018,358.76)	(149,873.36)
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GENERAL EXPENDITURES

2-00-00-741-00	School Found. Program Requisition	183,980.56	194,562.39	194,562.39	0.00
2-00-00-752-00	Ridge Country Housing	21,201.44	21,201.44	21,201.44	0.00
2-00-00-990-00	Discount on Taxes	15,000.00	10,270.09	10,270.09	10,820.05
*	TOTAL GEN EXPENSES	220,182.00	226,033.92	226,033.92	10,820.05

LEGISLATIVE EXP

2-11-00-110-00	Remuneration	30,000.00	33,075.12	33,075.12	3,000.02
2-11-00-120-00	Benefits	600.00	809.42	809.42	0.00
2-11-00-210-00	Contracted Services	5,000.00	22,188.13	22,188.13	0.00
2-11-00-213-00	Insurance	397.00	397.00	397.00	0.00
2-11-00-215-00	Training-Legislative	15,000.00	10,742.40	10,742.40	185.00
2-11-00-216-00	Travel and Subsistance	0.00	0.00	0.00	0.00
2-11-00-217-00	Conference and Convention Fees	0.00	0.00	0.00	0.00
2-11-00-224-00	Memberships	0.00	0.00	0.00	35.00
2-11-00-510-00	Legislative Supplies	2,000.00	2,434.72	2,434.72	0.00
2-11-00-520-00	Town Promotional Items	0.00	0.00	0.00	0.00
2-11-00-770-00	Grants To Individuals and Organizations	20,000.00	2,570.45	2,570.45	650.00
* TOTAL LEGISLATIVE		72,997.00	72,217.24	72,217.24	3,870.02

GENERAL ADMINISTRATIVE

2-12-00-110-00	Salaries & Wages - Admin	143,000.00	143,299.67	143,299.67	22,869.61
2-12-00-120-00	Benefits	28,000.00	34,360.95	34,360.95	5,767.20
2-12-00-210-00	Contracted Services	90,000.00	88,749.91	88,749.91	1,031.52
2-12-00-211-00	Postage & Post. Machine Lease	7,000.00	6,801.91	6,801.91	2,471.59
2-12-00-212-00	Advertising	750.00	478.19	478.19	0.00
2-12-00-213-00	Insurance	20,193.00	20,193.00	20,193.00	23,514.88
2-12-00-214-00	Repairs & Maintenance	25,000.00	1,837.15	1,837.15	0.00
2-12-00-214-01	Repairs & Maintenance-Building	0.00	0.00	0.00	424.99
2-12-00-214-02	Repairs & Maintenance-Equipment	0.00	0.00	0.00	0.00
2-12-00-215-00	Training-Admin	6,500.00	4,141.54	4,141.54	0.00
2-12-00-216-00	Travel & Subsistance	0.00	0.00	0.00	0.00
2-12-00-217-00	Conference & Convention Fees	0.00	0.00	0.00	525.00
2-12-00-224-00	Memberships	0.00	0.00	0.00	462.38
2-12-00-231-00	Auditor	0.00	0.00	0.00	0.00
2-12-00-232-00	Solicitor	0.00	0.00	0.00	0.00
2-12-00-233-00	Assessor	0.00	0.00	0.00	2,345.84
2-12-00-234-00	Safety Officer	0.00	0.00	0.00	2,000.00
2-12-00-239-00	IT Network Systems/Website	0.00	0.00	0.00	10,463.91
2-12-00-240-00	Janitorial Services/Supplies	0.00	0.00	0.00	1,333.34
2-12-00-263-00	Rentals & Leases-Equipment	0.00	0.00	0.00	920.00
2-12-00-510-00	Materials, Goods and Supplies	10,000.00	4,948.57	4,948.57	444.56
2-12-00-511-00	Utilities	20,691.30	20,766.36	20,766.36	0.00
2-12-00-515-00	Natural Gas	0.00	0.00	0.00	1,800.63
2-12-00-516-00	Electricity	0.00	0.00	0.00	2,227.64
2-12-00-517-00	Telephone/Fax	0.00	0.00	0.00	883.22
2-12-00-518-00	Internet	0.00	0.00	0.00	264.00
2-12-00-810-00	Bank Charges/Short Term Interest	200.00	736.82	736.82	164.65
2-12-00-814-00	POS (Visa/MC) Fees	0.00	0.00	0.00	1,951.16
2-12-00-990-00	Other Trans. Discounts & Adjustments	5,000.00	5,008.18	5,008.18	3.18
* TOTAL GEN ADMINISTRATIVE		356,334.30	331,322.25	331,322.25	81,869.30

FIRE DEPARTMENT SERVICES

2-23-01-110-00	Honourarium	15,000.00	11,307.50	11,307.50	0.00
2-23-01-210-00	Contracted Services	7,500.00	5,292.78	5,292.78	1,449.74
2-23-01-211-00	Dispatch Service	0.00	0.00	0.00	378.31
2-23-01-213-00	Insurance	6,478.32	6,748.32	6,748.32	7,703.11
2-23-01-214-00	Repairs & Maintenance	9,000.00	7,091.94	7,091.94	0.00
2-23-01-214-01	Repairs & Maintenance-Building	0.00	0.00	0.00	0.00
2-23-01-214-02	Repairs & Maintenance-Equipment	0.00	0.00	0.00	1,076.66
2-23-01-214-03	Repairs & Maintenance-Vehicles	0.00	0.00	0.00	0.00
2-23-01-215-00	Fire Training	1,000.00	0.00	0.00	100.00
2-23-01-510-00	Materials, Goods & Supplies	10,000.00	16,410.11	16,410.11	326.48
2-23-01-511-00	Utilities	11,500.00	11,973.09	11,973.09	0.00
2-23-01-513-00	Fuel - Town	1,200.00	918.40	918.40	0.00
2-23-01-515-00	Natural Gas	0.00	0.00	0.00	1,380.97
2-23-01-516-00	Electricity	0.00	0.00	0.00	1,000.32
2-23-01-517-00	Telephone/Fax	0.00	0.00	0.00	316.48
2-23-01-518-00	Internet	0.00	0.00	0.00	160.00
2-23-01-990-00	Other Transactions/Discounts/Adjustments	0.00	15.90	15.90	3.18
2-23-03-513-00	Fuel - County	1,200.00	958.45	958.45	0.00
* TOTAL FIRE SERVICES		62,878.32	60,716.49	60,716.49	13,895.25

DISASTER SERVICES

2-24-00-210-00	Emergency Management Contracted	2,000.00	500.00	500.00	0.00
* TOTAL DISASTER SERVICES		2,000.00	500.00	500.00	0.00

BY-LAW ENFORCEMENT AND OTHER E

2-26-00-210-00	Ridge Regional-Contracted Services	32,000.00	32,906.25	32,906.25	8,125.00
2-26-00-215-00	Provincial Policing	23,128.00	23,128.00	23,128.00	0.00
2-26-00-510-00	Materials, Goods & Supplies	500.00	371.97	371.97	0.00
* TOTAL BY-LAW EXP		55,628.00	56,406.22	56,406.22	8,125.00

COMMON SERVICES/EQUIPMENT POOL

2-31-00-110-00	CSEP Salaries and Wages	30,000.00	30,046.76	30,046.76	4,722.01
2-31-00-120-00	CSEP Benefits	2,000.00	15,224.23	15,224.23	1,823.66
2-31-00-210-00	CSEP Contracted Services	5,000.00	3,456.08	3,456.08	224.68
2-31-00-212-00	Shipping/Freight	0.00	0.00	0.00	0.00
2-31-00-213-00	CSEP Insurance	0.00	5,953.95	5,953.95	7,399.29
2-31-00-214-00	CSEP Repairs & Maintenance	10,000.00	14,499.44	14,499.44	0.00
2-31-00-214-01	Repairs & Maintenance-Shop Building	0.00	0.00	0.00	30.63
2-31-00-214-02	Repairs & Maintenance-CSEP Equipment	0.00	0.00	0.00	1,526.14
2-31-00-214-03	Repairs & Maintenance-CSEP Vehicles	0.00	0.00	0.00	2,303.11
2-31-00-215-00	Training-CSEP	1,000.00	2,023.89	2,023.89	0.00
2-31-00-224-00	Memberships	0.00	0.00	0.00	0.00
2-31-00-263-00	Rentals and Leases-Equipment	0.00	0.00	0.00	0.00
2-31-00-510-00	CSEP Materials, Goods, Supplies	12,000.00	17,299.88	17,299.88	393.06

2-31-00-511-00	CSEP Utilities	14,000.00	14,059.38	14,059.38	0.00
2-31-00-513-00	CSEP Fuel	25,000.00	38,164.52	38,164.52	3,137.23
2-31-00-515-00	Natural Gas	0.00	0.00	0.00	1,780.84
2-31-00-516-00	Electricity	0.00	0.00	0.00	635.88
2-31-00-517-00	Telephone/Fax	0.00	0.00	0.00	835.36
2-31-00-518-00	Internet-CSEP	0.00	0.00	0.00	160.00
2-31-00-990-00	Other Trans. Discounts & Adjustments	12,000.00	19.08	19.08	3.18
*	TOTAL CSEP EXP	111,000.00	140,747.21	140,747.21	24,975.07

RDS, STR, WLK, LTS EXP

2-32-00-213-00	Insurance	660.27	660.27	660.27	744.83
2-32-00-214-00	Repairs and Maintenance	85,000.00	105,936.97	105,936.97	0.00
2-32-00-510-00	Materials, Goods and Supplies	12,000.00	15,455.81	15,455.81	0.00
2-32-02-511-00	Street Lights	65,000.00	68,295.61	68,295.61	12,375.89
2-32-00-110-00	Salaries and Wages	20,000.00	24,312.77	24,312.77	8,464.03
2-32-00-120-00	Benefits	1,500.00	4,416.03	4,416.03	1,787.95
2-32-00-210-00	Contracted Services	50,000.00	48,483.19	48,483.19	0.00
*	TOTAL RDS, STR, WLK, LTS EXP	234,160.27	267,560.65	267,560.65	23,372.70

AIRPORT EXP

2-33-00-210-00	Contracted Services	200.00	144.10	144.10	47.10
2-33-00-213-00	Insurance	3,051.84	3,051.84	3,051.84	2,933.92
2-33-00-214-00	Repairs and Maintenance	5,000.00	0.00	0.00	0.00
2-33-00-510-00	Materials, Goods and Supplies	100.00	297.67	297.67	0.00
2-33-00-511-00	Airport Utilities	1,500.00	1,236.39	1,236.39	173.33
2-33-00-513-00	Fuel-Airport	500.00	0.00	0.00	0.00
*	TOTAL AIRPORT EXP	10,351.84	4,730.00	4,730.00	3,154.35

WATER SUP & DISTR EXP

2-41-00-990-00	Other Trans., Dis. & Adjustments	3,500.00	3,251.00	3,251.00	2,422.50
2-41-01-110-00	Water Treatment Salaries	30,000.00	45,983.50	45,983.50	7,252.52
2-41-01-120-00	Water Treatment Benefits	2,000.00	9,390.77	9,390.77	1,539.48
2-41-01-210-00	W.T. Contracted Services	38,000.00	28,449.26	28,449.26	0.00
2-41-01-212-00	WTP-Shipping/Freight	0.00	0.00	0.00	694.31
2-41-01-213-00	Water Treatment Insurance	16,270.67	16,270.67	16,270.67	17,364.77
2-41-01-214-00	W.T. Repairs and Maintenance	18,000.00	15,475.95	15,475.95	0.00
2-41-01-214-01	WTP-Repairs & Maintenance-Building	0.00	0.00	0.00	1,841.15
2-41-01-214-02	WTP-Repairs & Maintenance-Equipment	0.00	0.00	0.00	1,255.52
2-41-01-510-00	W.T. Materials, Goods & Supplies	15,000.00	19,232.10	19,232.10	0.00
2-41-01-511-00	Water Treatment Utilities	38,000.00	47,879.79	47,879.79	0.00
2-41-01-515-00	WTP-Natural Gas	0.00	0.00	0.00	2,102.41
2-41-01-516-00	WTP-Electricity	0.00	0.00	0.00	5,366.21
2-41-01-517-00	WTP-Telephone	0.00	0.00	0.00	158.43
2-41-01-518-00	WTP-Internet	0.00	0.00	0.00	160.00
2-41-01-519-00	WTP-Chemicals	0.00	0.00	0.00	726.00

2-41-02-110-00	P&P Salaries	0.00	390.00	390.00	0.00
2-41-02-120-00	P&P Benefits	0.00	73.65	73.65	0.00
2-41-01-217-00	WTP-Water Testing	0.00	0.00	0.00	2,554.50
2-41-02-213-00	P&P Insurance	2,710.36	2,710.36	2,710.36	2,892.61
2-41-02-214-00	P&P Repairs and Maintenance	50,000.00	43,980.48	43,980.48	51.46
2-41-02-214-01	P&P-Repairs & Maintenance-Building	0.00	0.00	0.00	0.00
2-41-02-214-02	P&P-Repairs & Maintenance-Equipment	0.00	0.00	0.00	0.00
2-41-02-510-00	P&P Materials, Goods & Supplies	200.00	188.32	188.32	570.52
2-41-02-511-00	P&P Utilities	35,000.00	11,366.77	11,366.77	0.00
2-41-02-515-00	P&P-Natural Gas	0.00	0.00	0.00	180.02
2-41-02-516-00	P&P-Electricity	0.00	0.00	0.00	1,888.79
2-41-03-110-00	Trans. Lines Salaries	0.00	1,355.50	1,355.50	972.56
2-41-03-120-00	Trans. Lines Benefits	0.00	218.16	218.16	199.26
2-41-03-210-00	Trans. Lines Contracted Services	5,000.00	3,071.53	3,071.53	269.99
2-41-03-213-00	Trans. Lines - Insurance	421.43	421.43	421.43	421.36
2-41-03-214-00	Trans. Lines Repairs and Maintenance	20,000.00	4,424.57	4,424.57	17,667.00
2-41-03-510-00	Trans. Lines Materials, Goods & Supplies	20,000.00	10,633.64	10,633.64	780.00
*	TOTAL WATER SUP & DISTR EXP	294,102.46	264,767.45	264,767.45	69,331.37

SANITARY SEWER EXP

2-42-00-110-00	Salaries and Wages	27,500.00	10,753.30	10,753.30	1,753.60
2-42-00-120-00	Benefits	2,000.00	2,142.99	2,142.99	375.95
2-42-00-210-00	Contracted Services	10,500.00	7,820.74	7,820.74	809.14
2-42-00-213-00	Insurance	1,609.76	1,609.76	1,609.76	1,713.99
2-42-00-214-00	Repairs and Maintenance	30,000.00	20,215.70	20,215.70	7,252.37
2-42-00-510-00	Materials, Goods and Supplies	7,500.00	10,068.23	10,068.23	0.00
2-42-00-511-00	Utilities	7,500.00	8,846.56	8,846.56	0.00
2-42-00-515-00	Natural Gas	0.00	0.00	0.00	416.26
2-42-00-516-00	Electricity	0.00	0.00	0.00	1,256.13
2-42-00-990-00	Other Trans., Discounts & Adjustments	1,500.00	1,278.75	1,278.75	1,034.00
*	TOTAL SANITARY SEWER EXP	88,109.76	62,736.03	62,736.03	14,611.44

GARBAGE COLL. & RECYCLING EXP

2-43-00-990-00	Other Trans., Disc. & Adjustments	2,500.00	1,124.00	1,124.00	1,117.00
2-43-01-210-00	Recycling Contracted Services	5,000.00	6,253.30	6,253.30	16.60
2-43-01-213-00	Recycling Insurance	0.00	55.85	55.85	55.84
2-43-01-510-00	Materials, Goods & Supplies	750.00	0.00	0.00	0.00
2-43-00-110-00	Salaries and Wages	36,000.00	33,146.51	33,146.51	5,312.79
2-43-00-120-00	Benefits	2,700.00	6,334.40	6,334.40	1,128.68
2-43-00-213-00	Insurance	0.00	641.44	641.44	727.00
2-43-00-214-00	Garbage Repairs and Maintenance	5,000.00	8,766.07	8,766.07	37.53
2-43-00-510-00	Garbage Materials, Goods, Supplies	1,500.00	34.80	34.80	131.94
2-43-00-513-00	Fuel	10,000.00	12,126.16	12,126.16	1,043.58
2-43-00-765-00	Con't To Own Mun. Agencies	27,500.00	25,991.53	25,991.53	0.00
*	TOTAL GARBAGE & RECYCLING EXP	90,950.00	94,474.06	94,474.06	9,570.96

TRANSFER STATION EXP

2-43-00-111-00	Wages - Transfer Station	19,000.00	20,869.24	20,869.24	3,243.61
2-43-00-121-00	Transfer Station Benefits & W.C.B.	3,000.00	495.63	495.63	74.02
2-43-00-211-00	Transfer Stn. Supply / Service / Repair	5,000.00	224.99	224.99	0.00
2-43-00-511-00	Transfer Station Cell Phone/Utilities	2,000.00	1,736.38	1,736.38	381.00
* TOTAL TRANSFER STATION EXP		29,000.00	23,326.24	23,326.24	3,698.63

F.C.S.S.

2-51-00-770-00	Grants To Individuals & Organizations	6,484.00	6,483.68	6,483.68	0.00
* TOTAL F.C.S.S.		6,484.00	6,483.68	6,483.68	0.00

CEMETERIES AND CREMATORIUMS

2-56-00-770-00	Grants To Individuals & Organizations	5,000.00	5,000.00	5,000.00	2,000.00
* TOTAL CEMETERIES		5,000.00	5,000.00	5,000.00	2,000.00

MUNICIPAL PLANNING & ZONING EX

2-61-00-210-00	Contracted Services	42,000.00	13,185.20	13,185.20	6,284.10
* TOTAL MUNICIPAL PLANNING & ZON		42,000.00	13,185.20	13,185.20	6,284.10

ECON. DEV./COMM SERV EXP

2-62-00-210-00	EDT - Contracted Services	1,000.00	2,125.00	2,125.00	0.00
2-62-00-510-00	EDT Materials, Goods and Supplies	1,000.00	2,365.70	2,365.70	0.00
2-62-00-765-00	EDT Con't To Own Mun. Agencies	0.00	824.00	824.00	0.00
2-62-00-770-00	Grant Heritage Handibus	5,000.00	4,890.00	4,890.00	0.00
* TOTAL ECON. DEV./COMM SERV EXP		7,000.00	10,204.70	10,204.70	0.00

SUBDIV, LAND & DEV EXP

2-66-00-210-00	Contracted Services	100,000.00	25,430.40	25,430.40	0.00
* TOTAL SUBDIV, LAND & DEV EXP		100,000.00	25,430.40	25,430.40	0.00

RECREATION - GENERAL

2-72-00-110-00	Gen. Rec. Salaries and Wages	50,000.00	73,411.64	73,411.64	5,783.97
2-72-00-120-00	Gen. Rec. Benefits	3,500.00	13,029.97	13,029.97	1,187.86
2-72-00-210-00	Gen. Rec. Contracted Services	20,000.00	11,620.00	11,620.00	0.00
2-72-00-213-00	Gen. Rec. Insurance	0.00	5,135.90	5,135.90	5,485.10
2-72-00-214-00	Gen. Rec. Repairs & Maintenance	7,000.00	3,027.66	3,027.66	0.00
2-72-00-214-01	Recreation-Repairs & Maint.-Building	0.00	0.00	0.00	0.00
2-72-00-214-02	Receation-Repairs & Maint.-Equipment	0.00	0.00	0.00	0.00
2-72-00-214-03	Recreation-Repairs & Maint.-Vehicles	0.00	0.00	0.00	0.00
2-72-00-215-00	Training-Gen Rec	1,500.00	0.00	0.00	0.00
2-72-00-510-00	Gen. Rec. Materials, Goods & Supplies	6,000.00	2,828.61	2,828.61	0.00
2-72-00-511-00	Gen. Rec. Utilities	28,000.00	23,180.25	23,180.25	0.00

2-72-00-515-00	Recreation-Natural Gas	0.00	0.00	0.00	2,132.52
2-72-00-516-00	Recreation-Electricity	0.00	0.00	0.00	4,963.85
*	TOTAL REC - GENERAL	116,000.00	132,234.03	132,234.03	19,553.30
RECREATION - CAMPGROUND					
2-72-01-210-00	Con. Services - Campground	1,500.00	588.75	588.75	0.00
2-72-01-213-00	Insurance - Campground	330.35	330.35	330.35	318.90
2-72-01-214-00	Repairs & Maintenance - Campground	8,000.00	7,388.28	7,388.28	18.99
2-72-01-510-00	Mat., Goods & Supplies - Campground	2,500.00	3,171.85	3,171.85	81.60
2-72-01-511-00	Utilities - Campground	20,000.00	41,354.55	41,354.55	0.00
2-72-01-515-00	Campground-Natural Gas	0.00	0.00	0.00	467.08
2-72-01-516-00	Campground-Electricity	0.00	0.00	0.00	2,864.69
*	TOTAL REC - CAMPGROUND	32,330.35	52,833.78	52,833.78	3,751.26
RECREATION - POOL					
2-72-02-110-00	Salaries and Wages - Pool	30,000.00	33,595.49	33,595.49	0.00
2-72-02-120-00	Benefits - Pool	1,500.00	1,613.59	1,613.59	0.00
2-72-02-210-00	Contracted Services - Pool	5,000.00	3,939.13	3,939.13	0.00
2-72-02-212-00	Shipping/Freight - Pool	100.00	0.00	0.00	0.00
2-72-02-213-00	Insurance - Pool	1,974.84	1,974.84	1,974.84	2,107.64
2-72-02-214-00	Repairs & Maintenance - Pool	10,000.00	1,104.37	1,104.37	0.00
2-72-02-215-00	Training-Pool	2,000.00	3,743.74	3,743.74	0.00
2-72-02-217-00	Pool-Water Testing	0.00	0.00	0.00	0.00
2-72-02-510-00	Materials, Goods & Supplies - Pool	10,000.00	12,936.43	12,936.43	235.52
2-72-02-511-00	Utilities - Pool	10,000.00	13,578.71	13,578.71	0.00
2-72-02-515-00	Pool-Natural Gas	0.00	0.00	0.00	1,414.11
2-72-02-516-00	Pool-Electricity	0.00	0.00	0.00	-253.06
2-72-02-517-00	Pool-Telephone	0.00	0.00	0.00	99.12
2-72-02-518-00	Pool-Internet	0.00	0.00	0.00	0.00
2-72-02-519-00	Pool-Chemicals	0.00	0.00	0.00	0.00
*	TOTAL RECREATION - POOL	70,574.84	72,486.30	72,486.30	3,603.33
REC - GOLF COURSE EXP					
2-72-03-516-00	Golf Course Electricity	0.00	7,837.01	7,837.01	-246.57
*	TOTAL REC - GOLF COURSE EXP	0.00	8,001.01	8,001.01	(246.57)
CULTURE & LIBRARY EXP					
2-74-00-765-00	Cont. To Own Mun. Agencies	21,000.00	20,782.24	20,782.24	3,150.56
*	TOTAL CULTURE & LIBRARY EXP	21,000.00	20,782.24	20,782.24	3,150.56
**	TOTAL EXPENDITURES	2,028,083.14	1,952,179.10	1,952,179.10	305,390.12
***P	TOTAL (SURPLUS) / DEFICIT	(460,837.21)	(66,179.66)	(66,179.66)	155,516.76

CAPITAL GRANTS & REVENUES

1-00-00-590-00	Municipal Capital Levy	0.00	-24,783.09	-24,783.09	0.00
1-00-00-750-00	Grants - MSI Capital	0.00	0.00	0.00	0.00
1-00-00-760-00	Grants - FGTF	-118,558.00	0.00	0.00	-150,000.00
1-00-00-765-00	Grants - ACP	0.00	0.00	0.00	0.00
*	TOTAL CAPITAL GRANTS & REVENUE	(118,558.00)	(24,783.09)	(24,783.09)	(150,000.00)
**	TOTAL CAPITAL GRANTS & REVENUE	(118,558.00)	(24,783.09)	(24,783.09)	(150,000.00)

CAPITAL PROJECTS

2-12-00-762-00	Administrative Capital	0.00	0.00	0.00	0.00
2-23-00-762-00	Fire Capital	0.00	0.00	0.00	0.00
2-31-00-762-00	CSEP Capital	12,000.00	0.00	0.00	0.00
2-32-00-762-00	Roads, Sidewalks, Streetlights Capital	347,635.00	250,217.41	250,217.41	96,400.00
2-33-00-762-00	Airport Capital	0.00	0.00	0.00	0.00
2-41-00-762-00	Water Capital	693,000.00	786,646.45	786,646.45	0.00
2-42-00-762-00	Sewer Capital	10,000.00	25,476.77	25,476.77	0.00
2-43-00-762-00	Garbage & Recycling Capital	0.00	0.00	0.00	0.00
2-66-00-762-00	Subdivision/Land Capital	0.00	0.00	0.00	0.00
2-72-00-762-00	Recreation Capital	0.00	0.00	0.00	0.00
2-72-01-762-00	Campground Capital	12,000.00	0.00	0.00	0.00
2-97-00-762-00	General Capital	0.00	0.00	0.00	0.00
*	TOTAL CAPITAL PROJECTS	1,074,635.00	1,062,340.63	1,062,340.63	96,400.00

AMORTIZATION

2-12-00-550-00	Admin-Amortization	0.00	0.00	0.00	0.00
2-23-01-550-00	Fire & Ambulance-Amortization	0.00	0.00	0.00	0.00
2-33-00-550-00	Roads Amortization	0.00	0.00	0.00	0.00
2-41-03-550-00	Water-Amortization	0.00	0.00	0.00	0.00
2-42-00-550-00	Sewer-Amortization	0.00	0.00	0.00	0.00
2-43-00-550-00	Garbage-Amortization	0.00	0.00	0.00	0.00
2-72-00-550-00	Gen Rec-Amortization	0.00	0.00	0.00	0.00
*	TOTAL AMORTIZATION	0.00	0.00	0.00	0.00
**	TOTAL CAPITAL EXPENDITURES	1,074,635.00	1,062,340.63	1,062,340.63	96,400.00
*****	TOTAL REVENUES OVER EXPENDITUR	495,239.79	971,377.88	971,377.88	101,916.76

Request for Decision

Administration Reports

March 13, 2023



RECOMMENDATION

That the Administration Reports for the period ending February 28, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a monthly basis, administration provides Council with reports on the following: Public Works, Municipal Enforcement (Community Peace Officer), and the Chief Administrative Officer.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the reports. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Public Works Report
2. Community Peace Officer Report - None
3. Chief Administrative Officer Report



Public Works Foreman's Report

REGULAR COUNCIL MEETING

Monday, March 13th, 2023

General:

- Multiple days of piling snow, then clearing piles/windrows. Also scraping intersections where ice keeps building, & sanding to try to remove ice on streets.
- Run cords & place ground heating mat on plot at cemetery, February 15th. Then dig grave on February 16th. Funeral on 17th & bury grave after.

Parks and Rec:

- Follow up to a camper south of bathrooms at campground on January 31st with a burnt electrical plug. Passey came out on February 17th, replaced burnt out plug. Will be quoting us on getting surge protectors to go at the 2x electrical panels to help prevent future problems.

Roads:

- Clear ice buildup from a couple of storm drains to get them flowing again, February 6th.
- Clear ice buildup from 309-2nd Ave NE and to west. Resident flagged down public works while they were clearing intersections. Water coming onto sidewalk as melting & then would build to ice when cold overnight. February 10th.
- Clear ice & snow buildup in front of 312-2nd Ave NE and to west. Resident contacted office as ice was coming onto sidewalk & driveway. Was caused by further west where a driveway was cleared & piled spilling into gutter and prevented water from going west. February 13th.

Water & Wastewater:

- WATER:
 - 2x weekly Bacteriological sampling, done each Monday.
 - Water turn on, then shutoff again at 813 Main St. as had leaky pipes in house from nobody living there for a while. February 14th. Then return on February 15th after repairs by homeowners and try turning on again but had gotten colder overnight & ended up turning off again.
 - Replace water meter @ 105 Main St., February 15th.
 - Replace water meter @ 124-2nd Ave NE, February 15th.
 - Replace water meter @ 221 Main St, February 15th.
 - Replace water meter @ 409 Centre Ave, February 17th.
- RAW WATER:
 - Basin water level remains near full. River flow is at winter levels.
- SEWER WORK:
 - Camera sewer @ 204-3rd Ave NE to assess where plugging is occurring. February 7th.
 - Camera sewer @ 105-4th St NE to assess condition of pipe. February 13th.

Garbage:

- Weekly garbage pickup: Milk River residential on Tuesday, Coutts on Wednesday, Warner on Thursday & Milk River businesses on Friday.

Airport:

- Weekly run to airport to check condition of road in and runways, for unwanted activity. (when checking sewage lagoons)

Education & Training:

- Weekly safety meeting on each Wednesday morning.

Respectfully submitted

Town of Milk River Public Works



Administration

- Council meeting agenda preparation
- Council meeting attendance
- Council meeting minutes
- Council meeting highlights for newsletter
- Staff meeting
- Walk in visitors, phone calls, and emails
- IAMA Board monthly board meeting
- Development of draft strategic plan - work in progress
- Sponsorship/funding/donation request fulfillment
- Regular updates to the Municipal Accountability Program report, as required

Finance

- 2023 operating budget
- 2023 capital budget
- 2023-2032 long term capital plan
- 2023-2025 financial plan
- Attend Municipal Affairs Minister town hall on provincial budget

Community Development

- Provide cost estimates for Border Communities Wellness Foundation grant application for benches

Economic Development

- Communications with realtor regarding town owned properties
- Residential property inquiries
- EV Charging Station - revised agreement (deadline)
- 8 Flags Campground Management Agreement revisions - work in progress

Emergency Management

- Emergency Alert Training/mandated practice posts
- Fire Services Bylaw - revision work in progress

Municipal Enforcement

- **Updates from CPO's** (when applicable)

Planning & Development

- Development inquiries/meetings

Public Works

- Attend weekly safety meetings
- Revision of Snow Policy
- Annual maintenance schedule revision
- Hold Harmless Agreement Draft
- Fortis:
 - 8th Avenue Power
 - EV Charging Station
 - Campground
- Power issues at campground
- Public Works policies review

<u>2022-04-03</u>	Moved by Councillor Losey, “that administration look into the affordability of raising our grants to the small committees.”	WIP
<u>2022-06-03</u>	Moved by Councillor Michaelis, “that Council directs administration to research Urban Chickens and bring back in the spring of 2023.”	WIP
<u>2022-06-05</u>	Moved by Councillor Johnson, “that Council accepts for information, the presentation on the gopher situation, and further directs administration to search out options for removal.”	WIP
<u>2022-07-18</u>	Moved by Deputy Mayor Losey, “that in addition to the monthly public works report provided during the monthly regular council meeting, Council directs administration to provide an Operations and Project update to Council every two weeks by email.”	WIP
<u>2022-09-15</u>	Moved by Councillor Michaelis, “that Council direct administration to gather costs and options related to the Community Garden lot for the 2023 budget deliberations.”	WIP
<u>2022-11-08</u>	Moved by Councillor Michaelis, “that Council directs administration to incorporate discussed edits to the Snow Policy and bring the policy back to a future regular council meeting.”	March agenda
	2023	
<u>2023-11</u>	Moved by Councillor Johnson, “that Council directs administration to bring back pricing and styles for a permanent, yet moveable council table.”	March agenda
<u>2023-12</u>	Moved by Councillor Losey “that Council directs administration to dispose of extra desks in Council Chambers and clean up Council Chambers.”	WIP
<u>2023-23</u>	Moved by Councillor Johnson, “that Council directs administration to research municipal comparables regarding sale of town land and come back with a completion date.”	March agenda
<u>2023-35</u>	Moved by Councillor Losey, “that the council table remain on the agenda as a standing item.”	March agenda
<u>2023-38</u>	Moved by Deputy Mayor Degenstein, “that Council appoint Jon Hood to the Regional Assessment Review Board, subject to pool member confirmation by ORRSC.”	Complete
<u>2023-39</u>	Move by Councillor Johnson, “that Council appoint Councillors Losey and Michaelis to the Intermunicipal Collaboration Framework Committee, and Deputy Mayor Degenstein as the alternate.”	Complete
<u>2023-40</u>	Moved by Councillor Losey, “that Council support the Canada Day request in the amount of \$1,000 for the band.”	June Cheque
<u>2023-41</u>	Moved by Councillor Michaelis, “that Council set the budget meeting date on March 1, 2023, at 1:00 p.m.”	Complete
<u>2023-42</u>	Moved by Deputy Mayor Degenstein, “that Council proclaim February 22, 2023, as Pink Shirt Day in the Town of Milk River.”	Complete

<u>2023-43</u>	Moved by Councillor Michaelis, “that Council support Deputy Mayor Degenstein to obtain information from Pincher Creek regarding childcare/daycare services.”	WIP
<u>2023-44</u>	Moved by Councillor Losey, “that Council approve a donation up to the gold level contribution for the March 27 Milk River Watershed Community Appreciation and direct administration to provide.”	WIP
<u>2023-45</u>	Moved by Councillor Michaelis, “that Council approve a donation of \$350 to the Farm Safety Centre.”	Complete
<u>2023-46</u>	Moved by Deputy Mayor Degenstein, “that Council approve a door prize donation to the County’s Volunteer Recognition event, consisting of the Town of Milk River’s promotional items.”	Complete
<u>2023-47</u>	Moved by Councillor Losey, “That Council approve payment of invoice 0744034 to Primary Engineering for the electrical development for 8th Avenue, in the amount of \$101,220.00.”	March agenda
<u>2023-48</u>	Moved by Deputy Mayor Degenstein, “that Council approve the purchase of an advertisement in the Royal Canadian Military Service Recognition Book in the amount of \$315.”	Complete
<u>2023-49</u>	Moved by Deputy Mayor Degenstein, “that Council request from administration pricing on benches, work in kind installation for benches, as well as completion of the work in kind, and provide to Ms. Hulit the pricing.”	Complete
<u>2023-50</u>	Moved by Deputy Mayor Degenstein, “that Council directs ORRSC continue with the Block 39 plan based on information received at today’s meeting.”	WIP
<u>2023-51</u>	Moved by Councillor Johnson, “that Council direct administration to talk to an engineer to get pricing on the Block 39 design.”	WIP
<u>2023-52</u>	Moved by Deputy Mayor Degenstein, “that Council accept for information the Milk River and District Seniors Citizens Society request letter, and to keep in mind for budget deliberations.”	Budget
<u>2023-57</u>	Moved by Deputy Mayor Degenstein, “that Council accept the offer to purchase for roll number 30001000.”	WIP

Request for Decision

Snow and Ice Control Policy

March 13, 2023



RECOMMENDATION

That Council approve Policy R3, Snow and Ice Control, as presented.

LEGISLATIVE AUTHORITY

Policy R3.0 Snow and Ice Control

BACKGROUND

The current Snow and Ice Control policy was approved on September 14, 2015, along with the priority route map.

At the November 14, 2022, Regular Council meeting, the Snow and Ice Control Policy was discussed, and amendments suggested. Subsequently, the revised policy was discussed at the February 13 council meeting. The revised policy is now back in front of Council for further discussion, confirmation, and approval.

RISK/CONSEQUENCES

1. Council may provide further direction on this policy. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Snow and Ice Control Policy
2. Priority Route Map

Council Policy R3

Snow and Ice Control



Responsibility: Public Works

Effective Date _____

References

Bylaw 139 Sidewalk Snow Removal

Council Resolution _____

POLICY STATEMENT

An effective snow and ice control policy is necessary to allow the Town to function under normal winter weather conditions to reduce snow and ice hazards.

The aim of the snow and ice control policy is to provide reasonable winter driving conditions for vehicles that are properly equipped for winter driving and are operated in a manner consistent with good driving habits.

PURPOSE

To establish the standards, procedures and priorities for the snow and ice control program within the Town of Milk River to ensure for safe traffic movement.

The intent of the snow and ice control policy is to minimize economic loss to the community, ensure the available resources are best utilized, and to reduce the inconvenience and hazards of winter conditions for motorists.

SCOPE

Street snow and ice control throughout the Town of Milk River.

DEFINITIONS

~~**Accumulation** – The total amount of snow which has fallen and remained undisturbed in place, measured from the roadway surface.~~

Discretionary – Due to a variety of variables (weather conditions, operational limitations and seasonal trending), some snow and ice control activities are initiated by administration outside the realm of this policy. The intent of having non-quantified triggers is to provide administration the flexibility to respond to upcoming weather projections, balance resources, and deploy measures to prevent situations that could restrict access for emergency and waste management vehicles. –Discretionary does not apply to a performance target measure.

Laneway – also known as back alleys, ~~laneway~~Laneways provide access to the rear of properties.

Snow plowing – Pushing accumulated snow from the roadway surface either to the sides of the roadway or the centre of the roadway to ensure travel lanes are passable to traffic.

Windrow – A continuous ridge of snow running parallel to the road, created ~~from by snow plowing~~Snow plowing operations.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) and/or their designate, is responsible for the implementation of this policy.

STANDARDS

1. Guidelines

~~1.1. An effective snow and ice control policy is necessary to allow the Town to function under normal winter weather conditions to reduce snow and ice hazards.~~

1.1. This policy sets out the priorities and procedures for snow and ice control, however, the Town may direct crews and equipment to work in areas requiring immediate attention due to emergency conditions or localized drifting.

1.2. The Town will take full advantage of all snow storage capacity of roadways to minimize the expenditures associated with snow removal and hauling.

1.3. ~~Although~~ This policy sets out the priorities and procedures for snow and ice control, however, the Town may direct crews and equipment to work in areas requiring immediate attention due to emergency conditions or localized drifting.

~~1.4.1.1. The intent of the snow and ice control policy is to minimize economic loss to the community, ensure the available resources are best utilized, and to reduce the inconvenience and hazards of winter conditions for motorists.~~

~~1.5.1.1. The aim of the snow and ice control policy is to provide reasonable winter driving conditions for vehicles that are properly equipped for winter driving and are operated in a manner consistent with good driving habits.~~

~~1.6. This policy must be kept flexible and should serve as a guideline for snow and ice control within Town.~~

~~1.7.1.4.~~ The Town may adjust/alter any section within this policy when an emergency situation and/or when severe weather situations occur.

~~1.8.1.5.~~ The Town will consistently endeavour to accomplish the tasks laid out within this policy in the most cost-effective and safe manner, while still maintaining the high level of service.

2. Service Levels

Level of service standards are established for Town controlled roadways according to their priority ranking. The level of service priorities are based upon emergency access and routing, ~~and~~ traffic speed and volumes.

2.1. Service levels may be impacted by available resources, Council approved budget, equipment failures, and extreme weather conditions.

2.1.2.2. Snow plowing operations will be conducted on a seven days per week basis meaning that work may commence on weekends and holidays.

~~2.2.2.3. No~~ Private driveways or sidewalks will not be cleared by Town crews or equipment, with the exception of the sidewalks in the downtown commercial areas as depicted in Appendix A. ~~The downtown commercial area sidewalks will be cleared with a small tractor.~~ Any minor snow removal will continue to be the responsibility of the business owners.

~~2.3.2.4. With the exception of downtown from 3rd Avenue down and across,~~ Laneways ~~and or~~ alleys will not be plowed by Town crews unless extensive snow drifting occurs and will be based upon request and the Discretion of the Town. The focus of ~~laneway~~ Laneway clearing will be to provide access for emergency services and to permit access for garbage removal and business deliveries. ~~Laneway~~ Laneways will be cleared with a single pass and ~~windrow~~ Windrows will be left on both sides. Residents will be responsible for clearing openings in the ~~windrow~~ Windrows if access to private property is desired.

~~2.4.1.1. Service levels may be impacted by available resources, Council approved budget, equipment failures, and extreme weather conditions.~~

2.6 Roadway plowing will always take priority over ~~laneway~~ Laneway plowing.

~~2.5.2.7.~~ It is expected that there will be extreme weather situations where the immediate demand for snow and ice control services will exceed the available resources.

~~2.6.~~ The Town may commence snow clearing as soon as possible after a storm. ~~when:~~

~~2.7.2.8. Priority one areas have six (6) inches of snow has accumulated;~~

~~2.7.1. Priority two areas have eight (8) inches of snow has accumulated;~~

~~2.7.2. Priority three areas have ten (10) inches of snow has accumulated.~~

2.7 ~~During a blizzard or severe weather conditions, public works and the CAO may use Discretion to prioritize any areas they deem essential.~~

~~During blizzard or severe weather situations, the Town may clear access to the homes of key individuals prior to commencing other snow clearing priorities. Key individuals include Town staff, RCMP members, Fire Department members, EMS employees, Medical Doctors and elected officials.~~

3. Roadway Plowing and Removal Priority Ranking (~~See attached map~~ Appendix B)

3.1. **Priority One**

- Emergency Routes and Firehall
 - Firehall apron and sidewalk
- School Access
 - 3rd Avenue N from 1st Street NE to 3rd Street NE (blade not lifted)
 - 4th Avenue N from 3rd Street NE to 5th Street NE (blade not lifted)
- All of Main Street
- Prairie Rose Lodge
 - 1st Street NW and 4th Avenue NW
- Downtown Commercial Areas
 - Sidewalks in front of downtown businesses (conducted with equipment)
 - ~~Main Street from 2 Avenue N to Center Avenue~~
 - 1st Avenue from Railway Street to the alley west of Main Street

- ~~Sidewalks in front of downtown businesses (conducted with equipment)~~

3.2 ~~Priority Two~~ Remaining Routes

- ~~Public Works and the CAO will use Discretion to clear remaining priority routes based on determined needs.~~
- ~~All other roadways throughout the Town, including 10th Avenue as well as 5th Street NE, from curb to grass, will be plowed.~~
- ~~Highway #501 is the responsibility of Alberta Transportation; however, the Town will assist with plowing when resources are available. The contracted service provider conducts snow clearing, sanding, etc.~~
- ~~Highway Access Intersections (steep angle approach)~~
 - ~~Southbound intersection of 1st St NE and Highway #501~~
 - ~~Southbound intersection of 2nd St NE and Highway #501~~
- ~~Drainage corridors~~
 - ~~Main Street from 6th Avenue NE to 2nd Avenue NE~~
 - ~~6th Avenue from 1st Street NE to Main Street~~
 - ~~2nd Street E from 3rd Avenue N to Centre Avenue~~
- ~~Railway Street from 10th Avenue North to Centre Avenue~~
- ~~Service Road~~
- ~~8th Avenue North from the Service Road to Main Street~~
- ~~7th Avenue North from the Service Road to Main Street~~
- ~~4th Avenue North from the Service Road to Main Street~~
- ~~3rd Avenue North from Railway Street to Main Street~~
- ~~2nd Avenue North from Railway Street to Main Street~~

3.3 ~~Priority Three~~

- ~~Roadway parking areas in front of churches~~
- ~~All other roadways throughout the Town, including 10th Avenue as well as 5th Street NE from curb to grass~~
- ~~Assist Alberta Transportation with Highway #501 when applicable~~

3.4 ~~Highway #501 is the responsibility of Alberta Transportation; however, the Town will assist with plowing when resources are available. The contracted service provider conducts snow clearing, sanding, etc.~~

3.5 ~~Roads are sanded on the same priority basis as snow plowing. Emphasis will be placed on intersections, school and playground zones and other known problem areas.~~

3.6 ~~The Town may commence sanding all developed intersections as well as any intersections that are on steep hills when conditions are icy.~~

4. Snow Storage and Removal

- 4.1. The Town ~~may, if deemed necessary, will~~ build or place ~~windrow~~ Windrows ~~either to the~~ the centre of the roadway or on the sides of the roads. The Town will make all reasonable efforts to ensure that the ~~windrow~~ Windrows do not block access to private driveways. ~~Windrow~~ Windrows in the centre of the roadways will be utilized during extreme weather situations.

4.2. During extreme weather situations, boulevards may be utilized for snow storage and may result in damages to improvements and private trees within Town boulevards. Care and attention will be taken to reduce potential damage to private trees and boulevards; however, it will not be the responsibility of the Town to replant or reconstruct any damaged trees or boulevards.

~~4.3. Windrow~~ At the Discretion of the Town, Windrows placed on the roadways will be hauled away once snow plowing has been completed and where there is the potential to cause safety or drainage issues. ~~based upon the scope of this policy and the discretion of the Town where there is the potential to cause safety or drainage issues.~~

~~4.4.4.3.~~

~~4.5.4.1. The Town is not responsible for any sand/gravel that may be left on boulevards after the snow has melted.~~

~~4.6.4.4.~~ All snow that will be hauled away will be moved to designated storage sites within the Town, as per Alberta Environment approvals and regulations.

~~4.7.4.5.~~ All private snow removal contractors are strictly prohibited from dumping snow on any Town property, street, or snow storage site.

5. Sanding and Snow Fence

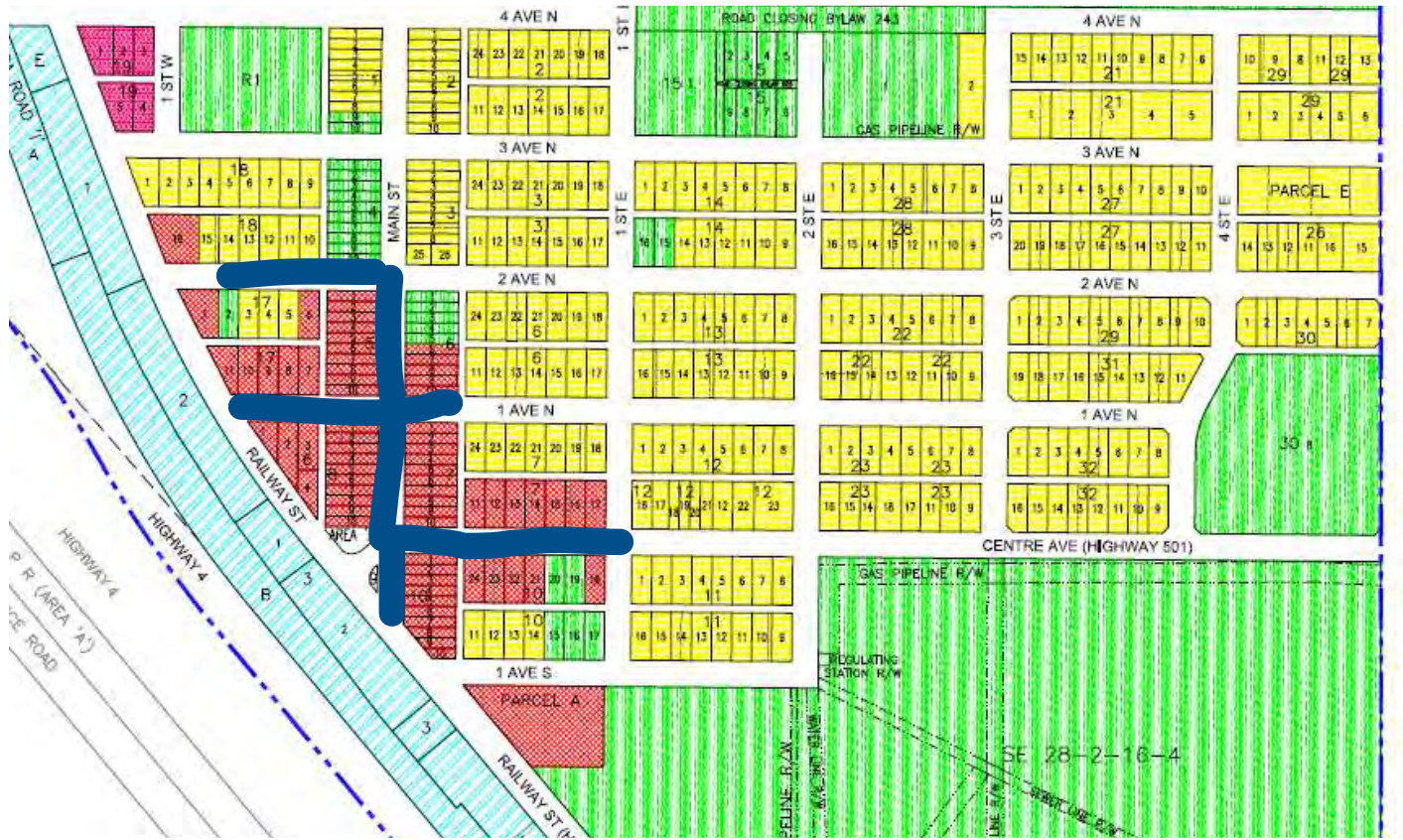
5.1. Roads are sanded on the same priority basis as Snow plowing.

5.2. Every intersection will be sanded at the end of every shift.

5.3. The Town is not responsible for any sand/gravel that may be left on boulevards after the snow has melted.

~~4.8.~~ Every fall, snow fence will be erected along 8th Avenue NE in the laneway between 3rd and 4th street NE.

Appendix A: Sidewalk Removal Map



Appendix B: Roadway Plowing and Removal Priority Ranking Map



Request for Decision

Policy F9 Town Land for Sale

February 13, 2023



RECOMMENDATION

That Council direct administration ...

LEGISLATIVE AUTHORITY

Municipal Government Act Section 153 General Duties of Councillors.

BACKGROUND

There has been interest in the vacant municipal lots for sale. As such, and since the Town Land for Sale policy was last approved in 2013, administration is bringing this policy forward to Council for any updates or revisions.

At the February Council meeting, administration was directed to conduct research on municipal comparable communities as to their building construction timelines, as seen below.

Town	Bylaw/Description
Town of Bashaw	Bylaw # 780-2018 If the development authorized by a permit is not commenced within 12 months from the date of the issue of the development permit and completed within 3 years of the date of issue, the permit is deemed to be void, unless an extension to this period is granted by the Development Authority.
Town of Daysland	Bylaw # 2016-22 If the development authorized by a permit is not commenced within 12 months from the date of the issue of the development permit, and carried out with reasonable diligence, the permit is deemed to be void, unless an extension to this period is granted in writing by the Development Authority.
Town of Oyen	Bylaw # 891-22 If the Development authorized by a permit is not commenced within 12 months from the date of its issue, the permit is deemed to be void, unless an extension to this period has previously been granted by the Development Officer or Municipal Planning Commission.
Town of Milk River	Land Use Bylaw #997 The land use bylaw requires development to start and be carried out with reasonable diligence within 12 months of permit issuance. Reasonable diligence would be subjective however if it was felt that the project is not progressing at a reasonable speed then the permit would no longer be valid after 12 months of permit issuance unless an extension is granted. This is outlined in Part 1, Section 41 of the LUB.

	If the property is becoming unsightly, the unsightly premises bylaw would better manage the situation.
--	--

RISKS/CONSEQUENCES


1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Policy F9 Town Land for Sale

 <p>TOWN OF MILK RIVER POLICY & PROCEDURE MANUAL</p>	SECTION: FINANCE
POLICY: SALE OF TOWN LAND	POLICY NUMBER: F9.0
ADOPTED BY COUNCIL: Dec. 9, 2013	AMENDED:

PURPOSE

Purpose: To provide a framework for the selling of town-owned lands for the purposes of fostering increased development within the town and for the acquiring of addition revenue for the town.

General: Unless exempted by the Municipal Government Act or regulation made pursuant thereto, every sale of land owned by the Town shall be made in accordance with the applicable procedures set forth in this policy

Policy Statement: The Town of Milk River will sell available lands based upon market price and fair value, as determined by administration with consideration given to the following:

- a) Current real-estate trends
- b) Property assessment data
- c) Level and quality of services
- d) Level and quality of surrounding development
- e) Principles of Supply and Demand
- f) Other market factors

Policy Principles:

1. The purchaser will be required to have commenced development within 180 days of the signing of the offer to purchase. Administration will have discretion in the setting of this limit and in the allowance of any extensions that may be required due to any mitigating circumstances such as during the winter season, or other extreme weather conditions and so forth.
2. A non-refundable deposit of 5% of the sale price will be required to be provided at the time of the signing of the “offer to purchase.”
3. Applicant must acquire the necessary Development and Building Permits and pay the required fees;
4. The duplicate Certificate of Titles will be transferred only after all monies have been received; and,

5. Any conditions outside the scope of this policy will require Council approval.

Procedures

1. Before selling any real property of the Town, the Council shall
 - a) by resolution passed at a meeting open to the public, declare the real property to be surplus;
 - b) obtain at least one appraisal of the fair market value of the real property;
 - c) approve or amend Individual lot prices as indicated in b);
 - d) delegate the authority for the sale of real property to the Town Chief Administrative Officer as outlined in Section 3 - Conditions of Sale; and
 - e) give notice to the public of the proposed sale in accordance with this policy or otherwise as Council may direct
2. Notice to the public shall be deemed to be given and sufficient, once the minutes of the proceedings of the Council or If any Committee of Council have been printed and ratified by Council.
 - a) An appraisal shall be based on the principle of market value as estimated by an Independent accredited appraiser;
 - b) if the real property is not sold within one year from the date on which the appraisal is made, a new appraisal may be obtained before the property is sold If directed by Council;
 - c) an appraisal shall not be disclosed to the public until after the sale of the real property has been completed If such disclosure could reasonably be expected to prejudice the economic interests of the Town or could reasonably be expected to be Injurious to the financial Interests of the Town.
3. Notwithstanding anything herein contained, the Council may authorize a sale of real property by public tender, public auction, call for proposals, direct advertisement or otherwise as the Council may deem appropriate;
4. Upon receipt of an offer to purchase real property which has not been declared surplus, Council may determine whether the real property should be declared surplus and if the real property has not been sold after the real property has been declared surplus and the procedures set forth In section 2 have been observed, then the Council may accept or otherwise deal with the offer to purchase as the Council considers appropriate and In doing so the Council may have regard to the use proposed to be made of the real property;
5. Notwithstanding that public notice has been given under this policy and that one or more offers has been presented to the Council, nothing

shall fetter the absolute discretion of the Council to retain the real property or to dispose of the real property on such terms and conditions as may be considered desirable by the Council.

6. The Council may also require the purchaser to pay, In addition to the purchase price, the Town's legal, survey, advertising and other costs associated with the sale.

Policy Approval Date: 12/09/2013

Passed by Motion No.: 2013-12-07

Request for Decision

Correspondence

March 13, 2023



RECOMMENDATION

That correspondence for the period ending March 13, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Correspondence is a collection of general information received at the Town Office and is provided to Council as information.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in correspondence. Council shall be specific in the direction it provides.
2. Council may direct Administration on any item contained in correspondence.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Municipal Stimulus Program Red Tape Reduction Reporting
2. Municipal Affairs MSI Funding
3. Resident Email on Campground
4. Council Authorities, Boards, Commissions and Committee Appointment List
5. Resident Email on Snow Removal
6. Alberta Health Services Town Hall What We Heard Report
7. Alberta Health Services Links and Resources

Kelly Lloyd

From: MA.geptbranch@gov.ab.ca
Sent: March 7, 2023 4:18 PM
To: Town of Milk River
Subject: Municipal Stimulus Program Red Tape Reduction Reporting

Dear Chief Administrative Officer:

This message includes an important update regarding Municipal Stimulus Program (MSP) Red Tape Reduction reporting.

Your 2021 Red Tape Reduction report has been accepted. An overview of municipal and Metis Settlement red tape reduction activities undertaken by local governments that submitted reporting in 2021, and illustrating how they fulfilled red tape reduction objectives, is available in the 2021 Municipal Red Tape Reduction Report, found at: <https://open.alberta.ca/publications/municipal-red-tape-reduction-report>.

The report provides examples and ideas you may consider as you continue to reduce red tape in your community. Reducing red tape will help position you to support local jobs and participate in future economic growth.

If you have any questions about the MSP, you can email questions to ma.municipalstimulus@gov.ab.ca or call toll-free at 310-0000, then 780-422-7125, and ask for an MSP grant advisor.

Sincerely,

Janice Romanyshyn
Executive Director, Grants and Education Property Tax Branch
Municipal Affairs



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Shaw

AR110967

Dear Chief Elected Officials:

The Government of Alberta understands the important role of local governments in fostering vibrant communities and supporting the provincial economy, and we are committed to ensuring municipalities and Metis Settlements meet their infrastructure and operating needs.

In keeping with this commitment, next year we will be introducing the Local Government Fiscal Framework (LGFF), an updated framework that ties funding to provincial revenue changes, which will ensure sustainable funding levels for the province and allow municipalities to plan more effectively for the future. The baseline funding amount for the LGFF will be \$722 million in 2024/25. Subject to approval by the Legislature, the legislation will be updated so that this amount will increase or decrease at 100 per cent of the percentage change in provincial revenues from three years prior, rather than 50 per cent as legislated. In light of this change, capital funding under the Municipal Sustainability Initiative (MSI) and LGFF will total approximately \$2 billion over the next three years, with MSI capital funding set at \$485 million in 2023/24, and LGFF providing \$722 million in 2024/25, and approximately \$813 million in 2025/26.

In addition, operating funding has been increased. As many municipalities are facing increased operating costs due to inflation, our government will double the MSI operating budget in 2023/24 from \$30 million to \$60 million in recognition of these challenges.

The 2023 MSI allocations for all municipalities and Metis Settlements are available on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx.

I am also pleased to advise you that Alberta's municipalities and Metis Settlements will receive \$266 million in federal funding under the Canada Community-Building Fund (CCBF), an increase of \$11 million from last year.

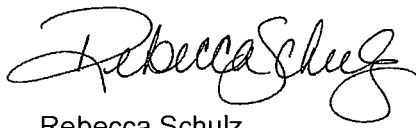
The 2023 CCBF allocations are available on the program website at www.alberta.ca/canada-community-building-fund.aspx.

.../2

Please note MSI and CCBF funding is subject to the Alberta Legislature's approval of Budget 2023, and individual allocations and 2023 funding are subject to Ministerial authorization under the respective program guidelines. CCBF funding is subject to confirmation by the Government of Canada. I expect to send letters confirming MSI and CCBF funding commitments to local governments in the spring.

I look forward to working together to support the infrastructure and operating needs of your communities, and to ensure a smooth transition from the MSI to the LGFF program in 2024.

Sincerely,

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

Rebecca Schulz
Minister

cc: Chief Administrative Officers
Linda Lewis, Interim Chief Administrative Officer, Metis Settlements General Council
Cathy Heron, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta
Dave Lamouche, President, Metis Settlements General Council
Dan Rude, Chief Executive Officer, Alberta Municipalities
Gerald Rhodes, Executive Director, Rural Municipalities of Alberta

From: [REDACTED]
To: [Kelly Lloyd](#)
Subject: Re: FW: campground
Date: February 17, 2023 1:29:53 PM
Attachments: [image002.png](#)
[image002.png](#)

I understand that is the case as a citizen of the town I'm wondering how much the town is paying to upkeep the campground and if this contract with the golf club is ever put up for tender. Most contracts within a municipality are regularly put out for tender as there may be better opportunities for the town. Just wondering why this one never seems to come up and what type of agreement has been reached to allow the golf course society to perpetually be the caretakers?

On Fri., Feb. 17, 2023, 1:18 p.m. Kelly Lloyd, <cao@milkriver.ca> wrote:

Hello [REDACTED]

The agreement is between the town and the golf course and is currently under review.

As the contract is between the town and the golf course, campground work/tender, etc., would be discussed between the subcontractors and the golf course to determine the details.

I would suggest that you contact them for particulars, as this would be the appropriate avenue with the golf course overseeing operations of the campground.

Thank you.

Kelly

Kelly Lloyd

Chief Administrative Officer

Box 270

p. (403) 647-3773

f. (403) 647-3772

www.milkriver.ca



From: [REDACTED]
Sent: Tuesday, February 14, 2023 11:13 AM
To: Trudi Sutherland <main@milkriver.ca>
Subject: campground

just wondering if it's possible to get some information on the contract between the town and the golf course society in regards to the campground. Is this a contract that comes up for tender and looking for the details of that contract if you can give out that info

[REDACTED]

Town of Milk River Appointments to Authorities, Boards, Commissions and Committees 2022-2023




The following are appointments of Council members to various Authorities, Boards, Commissions and Committees for the period of November 1, 2022, to October 31, 2023.

Airport Commission • Town Bylaw 802	2 MR Flying Club 1 Councillor and 1 Alternate 1 Public at Large	Liebelt
Chief Mountain Regional Solid Waste Services Commission • Town Agreement (2000)	1 Councillor 1 Alternate	Liebelt
Chinook Arch Regional Library Board • Town Agreement (2021)	1 Councillor	Michaelis
Chinook Intermunicipal Subdivision and Development Appeal Board • Town Bylaw 1018	1 Councillor 2 Public at Large	Michaelis
Committee of the Whole • When required	5 Councillors	All of Council
Family & Community Support Services • Town Bylaw 625 • Agreement (1982) • FCSS Governance Policies	1 Councillor 1 Alternate	Degenstein
Heritage Handi-Bus • Handi-Bus Bylaws	1 Councillor	Johnson
Highway 4 Corridor Committee	Silent	Liebelt
Intermunicipal Collaboration Framework Committee • ICF Agreement (2020)	2 Councillors 1 Alternate	Losey and Michaelis Degenstein - Alternate
Mayors and Reeves	Mayor or Deputy Mayor	Liebelt
Milk River and District Ag Society • Ag Society Bylaw (2020)	1 Councillor - nonvoting rights	Johnson
Milk River and District Senior Citizens Society • Society Bylaws	Silent	Losey
Milk River Cemetery Board • Cemetery Bylaws	1 Councillor	Liebelt
Milk River Community Business Association • Association Bylaws	Silent	Degenstein
Milk River Health Professionals Attraction and Retention Committee • Committee Bylaws	Designate	Michaelis
Milk River Municipal Library • Libraries Act	No more than two councillors	Michaelis

Town of Milk River Appointments to Authorities, Boards, Commissions
and Committees 2022-2023



<ul style="list-style-type: none"> Town Bylaw 574 		
Milk River Watershed Council Canada	Membership	Losey
<ul style="list-style-type: none"> Watershed Bylaw 		
Municipal Planning Commission Subdivision & Development Authority	2 Councillors 3 Public at Large	Degenstein, Johnson
<ul style="list-style-type: none"> Town Bylaw 803 		
Oldman River Regional Services Commission	1 Councillor 1 Alternate	Losey
<ul style="list-style-type: none"> ORRSC Bylaw 2013-2 		
Quad Council	All of Council	All of Council
Regional Assessment Review Board	1 Councillor 1 Alternate	Jon Hood
<ul style="list-style-type: none"> Town Bylaw 1039-23 / 3 year term 		
Regional Emergency Advisory Committee	1 Councillor 1 Alternate	Johnson
<ul style="list-style-type: none"> Town Bylaw 1030 CoWREP Terms of Reference 		
Ridge Country Housing	1 Councillor 1 Public at Large	Losey, Degenstein
<ul style="list-style-type: none"> Housing Business Plan 2023-2025 		
Ridge Regional Public Safety Services	1 Councillor	Degenstein
<ul style="list-style-type: none"> Ridge Bylaw 001-16 		
Riverside Community Golf Course Society	Silent	Liebelt
<ul style="list-style-type: none"> Society Bylaws 		
SouthGrow	1 Councillor 1 Alternate	Johnson
<ul style="list-style-type: none"> Articles of Association (2021) 		
Swimming Pool Committee	1 Councillor	Liebelt
<ul style="list-style-type: none"> Town Terms of Reference 	4 Public at Large	

From: 
To: [Kelly Lloyd](#)
Subject: Snow removal
Date: February 22, 2023 5:00:24 PM

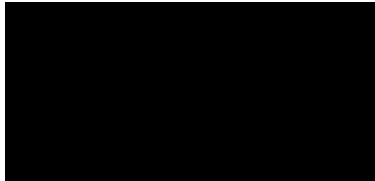
Good afternoon Kelly,

I hope you are surviving this incredible cold snap. I was out shovelling the snow from the sidewalk this afternoon and a thought occurred to me.

I am not sure what equipment is owned by the golf course. If a small machine capable of either plowing sidewalks or blowing the snow off is town owned, perhaps, given the aged population of Milk River and the current bylaw that the home owners are responsible for their own snow removal and that of the public sidewalks, would it not be viable to employ someone to remove the snow on behalf of the town? Perhaps the \$8000 allotted to keep the cemetery grass green in the summer, could be allocated to public sidewalk snow removal? The cemetery might consider xeriscaping for summer gardens instead of lawn.

Is where the money is spent by the town available to the public, to the residents who live here? I would love to know how my tax dollars and the grants are being used. There is some concern about the funds allocated to the campground as well.

Stay warm.



Milk River Community Conversation

March 6, 2023

What We Heard Summary

On Wednesday, February 22, Alberta Health Services (AHS) hosted a public engagement session to discuss the recent temporary closures of the Milk River Health Centre emergency department (ED) due to lack of physician availability. Over 200 community members from Milk River and the surrounding area gathered to express their concerns and provide input to AHS representatives.

Current Situation

Alberta Health Services (AHS) has no plans to permanently reduce services at the Milk River Health Centre, including the ED. We are committed to maintaining ongoing access to healthcare in Milk River and are doing all we can to ensure patients receive the care they need when they need it.

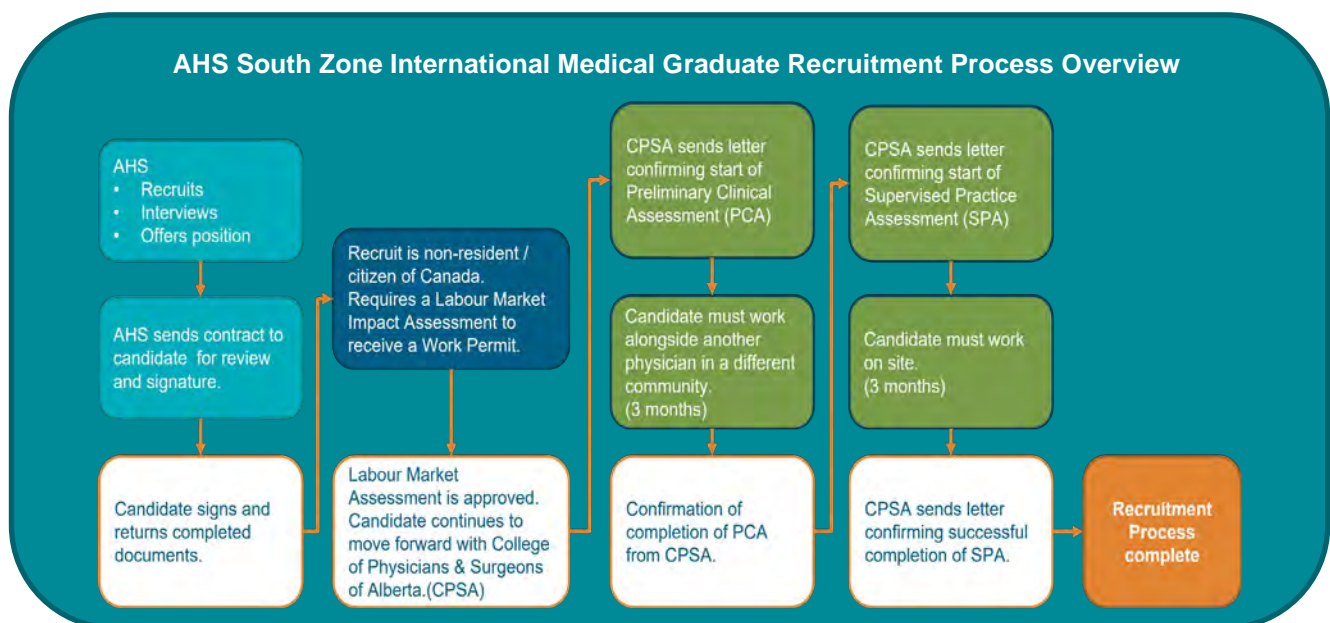
Recently, the Milk River Health Centre has been experiencing a number of short-term temporary closures of its ED as a result of reduced physician availability.

EMS services continue to be maintained in Milk River. This includes two units which are available 24/7 and prepared to respond to emergency events and support inter-facility transfers.

Alberta Precision Laboratories (APL) continues to redeploy staff from other rural locations to provide Laboratory and Diagnostic Imaging services in Milk River. APL is also recruiting to fill the current vacancies and working with AHS to provide additional point of care services to support clinical hours.

Physician Recruitment

The primary care physician advised of their upcoming departure in April. At the engagement session, we were pleased to share that an offer has been extended and accepted by an International Medical Graduate (IMG). The next step for this individual will be to complete their assessments (see illustration below). It is anticipated that this physician could begin at the Milk River Health Centre in late spring 2023.



What We Heard – Milk River Health Centre Community Conversation

Recruitment and planning for the future

AHS recognizes the current ED coverage model in Milk River has been under strain for some time. The current model relies on a primary care physician, a physician's assistant (PA) and locums. Moving forward, we're looking to add a second physician for the area and are also [recruiting for a Nurse Practitioner \(NP\) to further support the healthcare team](#).

Care models that integrate Alternative Care Providers contribute to the recruitment and retention of physicians because of a more manageable patient load and improved work/life balance.

At the request of the incoming physician, AHS is working closely with Alberta Health to develop an [Alternative Relationship Plan](#) (ARP) for Milk River that would allow physicians to be compensated for providing defined program services rather than a fee for service.

Lab and Diagnostic Imaging (DI) have also been experiencing high vacancy rates across the South Zone. At this time, they are continuing to redeploy staff from other rural locations to provide service to Milk River. Current Lab and DI postings for Milk River can be found [here](#).

Temporary Service Disruptions

Temporary ED closures are necessary when physician coverage is not available. These closures happen only after exhausting all other options. At this time, the month of March has full coverage between locums and the PA.

While the new physician is onboarding, we anticipate that there will continue to be disruptions. Please be assured that AHS is actively seeking locum coverage to minimize these situations.

Nursing staff remain on-site to provide care for long-term care residents when the ED is closed.

EMS will continue to maintain two units in the community to respond to emergency events and support interfacility transfers.

Concerns we heard

Recruitment and retention

Q: Is there anything we can do as a community to help keep doctors here?

Q: Where are the nursing graduates going? Do we have incentives to bring graduates to rural sites?

A: Recruitment for rural and remote communities has always been a challenge, even before the pandemic. We rely on our community partners to help show what the area has to offer in terms of recreational opportunities, things to do, other services available, and the friendly and welcoming environment we know rural Alberta is. Once exposed to the variety of work, and the positives of living in a smaller community, some people really flourish. Partnering with educational institutions to offer grow-your-own type training programs and educational opportunities can also be helpful to encourage area residents to pursue careers in healthcare, close to home.

Accessing care during a service disruption

AHS is committed to providing care to residents during the temporary service disruptions at the Milk River Health Centre.

For medical emergencies:

- Patients are asked to call 911 if they have a medical emergency. EMS calls will be re-routed to another ED to ensure residents have access to the emergency services they need.
- Patients seeking care during the closure in Milk River can access emergency services anytime at:
 - Raymond Health Centre
 - Chinook Regional Hospital in Lethbridge.

These facilities are aware of the situation in Milk River, and are prepared to accept patients from the area.

For non-emergency medical care:

- Residents can call Health Link at 811, which is available 24/7 for non-emergency, health-related questions
- You can access the Health Education and Learning (HEAL) program by visiting ahs.ca/heal. This site provides general information about the causes, symptoms and home management options for common minor illnesses and injuries, and when to seek medical care.

Contact us:

AHS Community Engagement
E: community.engagement@ahs.ca



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Healthy Communities.
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What We Heard – Milk River Health Centre Community Conversation

Q: Can the Nurse Practitioner (NP) or Physician's Assistant (PA) also do emergency department work?

A: Milk River currently has a PA working regularly. PAs report to a primary supervisory physician and:

- Conduct comprehensive assessment,
- Make differential diagnoses,
- Order appropriate testing,
- Plan the clinical management of patients.

AHS is exploring options to provide additional supports to the community, such as the recruitment of an NP who could take on some of the responsibility of a physician. NPs are the most responsible care provider and:

- Conduct comprehensive health assessments,
- Make diagnoses and manage acute and chronic conditions,
- Order and interpret tests,
- Prescribe medications, performs procedures,
- Initiate referrals,
- Provide health education to patients and families.

Q: Why can't we hire people who are trying to practice medicine in Canada before they receive CPSA licensing? The process seems to take too long.

A: The College of Physicians and Surgeons of Alberta (CPSA) is Alberta's physician regulator and responsible for overseeing the practice of medicine in Alberta. Alberta's Health Professions Act (HPA) grants the privilege of profession-led regulation, which is carried out by CPSA.

The role of the CPSA is to provide Practice Readiness Assessments (PRA) for those who don't have complete Canadian credentials. Once candidates have submitted the appropriate documentation and secured sponsorships through AHS, CPSA can begin the process of finding an assessor. Generally, there are two parts to the PRA process, the first being a three-month Preliminary Clinical Assessment (PCA) where the candidate works under direct observation in the medical practice of a CPSA-approved assessor. The second part is a three-month Supervised Practice Assessment (SPA) that allows physicians to independently work in their sponsored community, while being reviewed by a CPSA-approved supervisor. If a physician passes their assessments, they can continue practising in the community-based setting.

Q: Would a doctor in Milk River make as much as a doctor in Raymond?

Q: Can we have assurances that we will be able to use the ARP model?

A: AHS is working closely with Alberta Health to develop an Alternative Relationship Plan (ARP) for Milk River that would allow physicians to be compensated for providing defined program services rather than a fee for service. We are confident that we will be able to implement this compensation model in Milk River. A fee for service model is where physicians and clinicians are paid based on the number of services, treatments, and procedures that they provide to patients.

EMS

Q: Can we make a smoother process for when nurses call for EMS dispatch as dispatch doesn't seem to understand there is no doctor in our emergency department?

A: When a healthcare facility calls 911 to request EMS, they have to follow the scripted questioning to deem the needs of the patient and meet the needs of the Emergency Communications Officers.

Health Care Assist is a separate process for healthcare facilities to call and request EMS assistance for when patients come in and are in need of assistance. The EMS crew can arrive at the site, help stabilize the patient and prepare the patient for transport if needed. AHS EMS will follow up with the Milk River facility to ensure that they are aware of these protocols and processes.

Q: Why is EMS restricted when it comes to making a judgement call and bringing a patient to the ED to be assessed by a nurse?

A: EMS is required to adhere to their medical control protocols (MCPs). These protocols outline treatment and destination criteria, and these are provincial protocols.

Contact us:

AHS Community Engagement

E: community.engagement@ahs.ca



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What We Heard – Milk River Health Centre Community Conversation

Q: Why does EMS have to be held to such a stringent model that puts more onus on EMS to work in the back of a truck? Can we use the ED as a place to stop if EMS needs to do immediate care/stabilize? (e.g. – airway)

A: EMS bypass protocols exist to ensure that the patient is transported to the appropriate facility. These protocols outline treatment and destination criteria, and these are provincial protocols.

Temporary measures

Q: Is there an opportunity to use physicians in Raymond for urgent care needs of residents of Milk River and the surrounding area?

Q: What about virtual options? Why can't we get doctor coverage on Zoom?

A: Patients seeking care can access emergency services at the Raymond Health Centre. Physicians from Raymond often support the Milk River Health Centre's PA and RNs via phone. When there is only a nurse on site, the ED must temporarily close.

Q: Can we receive communication about closures sooner?

A: AHS works until the last minute to find coverage for unfilled shifts, resulting in many shifts being filled. To avoid confusion, stakeholder and public materials may be held until 24-hours of the disruption or until site management advises that further changes to the disruption are unlikely. It is for this reason, that public communications are held until the last possible moment.

Q: In the absence of the new doctor, is there opportunity to have an experienced or already working NP fill in temporarily?

Q: Have you explored using community paramedics to fill gaps?

Q: We have a nurse practitioner who may like this role. Would there be an option for that nurse practitioner to have temporary privileges until a new NP is hired?

A: AHS is willing to look at all available staffing options to cover gaps in service. There is currently a job posting for an NP to work in Milk River.

Q: What is the contingency plan so we don't have this same situation happen again?

A: We strongly believe that building a more sustainable healthcare team, which includes two physicians, an NP and a PA, in Milk River will support the health centre in maintaining its ED services.

Staffing and service model

Q: How many doctors are appropriate for this area?

A: We do not believe that the fee for service model could support more than one physician in the region of Milk River which is why we are supporting the ARP model for the area. If approved, the ARP model would support the recruitment of two physicians.

Q: Can we go back to full-time nurses in one location?

A: Staffing complements vary from site to site. We recommend staff having a discussion with their leader to discuss changes to their Full Time Equivalent (FTE).

Q: Could we look at our facility being used more efficiently for things like day surgeries?

A: Optimizing surgical activity at rural sites is part of the work of the Alberta Surgical Initiative (ASI), a plan developed by AHS and Alberta Health (AH) that strives to ensure that all Albertans receive their scheduled surgeries within clinically appropriate targets.

Other

Q: When will AHS drop the mask mandate?

A: At this time, everyone entering an AHS site will continue to be asked to use hand sanitizer or wash your hands (referred to as hand hygiene), will be provided with a mask, and informed of the requirement for continuous masking.

Thank you

On behalf of Linda Iwasiw, Chief Zone Officer and Dr. Aaron Low, Zone Medical Director, we want to thank the residents of Milk River and surrounding area for your continued commitment to healthcare.

Contact us:

AHS Community Engagement

E: community.engagement@ahs.ca



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Milk River Community Conversation

Links and resources

Links and resources that were highlighted at the Milk River Community Conversation on February 22, 2023.

Careers and job postings

Alberta Health Services (AHS)

AHS Careers: <https://careers.albertahealthservices.ca/>

Current Job Postings for Milk River:

<https://careers.albertahealthservices.ca/jobs/search/84617397>

- Rural Family Physician: (Posted February 14)
<https://doctorjobsalberta.albertahealthservices.ca/jobs/milk-river-rural-general-family-practitioner-1756>
- Nurse Practitioner: (posted February 22)
<https://careers.albertahealthservices.ca/jobs/nurse-practitioner-358864>

Alberta Precision Laboratories (APL)

APL Careers: <https://careers.albertaprecisionlabs.ca/>

Current Lab and Diagnostic Imaging (DI) job postings for Milk River:

<https://careers.albertaprecisionlabs.ca/jobs/search/84424486>

- Combined Laboratory/X-Ray Technologist I
<https://careers.albertaprecisionlabs.ca/jobs/combined-laboratory-x-ray-technologist-i-351536>
- Combined Laboratory/X-Ray Technologist I
<https://careers.albertaprecisionlabs.ca/jobs/combined-laboratory-x-ray-technologist-i-351535>
- Combined Laboratory/X-Ray Technologist I
<https://careers.albertaprecisionlabs.ca/jobs/combined-laboratory-x-ray-technologist-i-355250>
- Combined Laboratory/X-Ray Technologist II
<https://careers.albertaprecisionlabs.ca/jobs/combined-laboratory-x-ray-technologist-ii-338892>

Rural Healthcare Worker Recruitment

Rural Health Professions Action Plan (RhPAP): <https://rhpap.ca/>

Established in 1991 by the Government of Alberta the Rural Health Professions Action Plan, or RhPAP, is a trusted resource and collaborative partner for rural Alberta communities trying to achieve greater access to health care.

Quad Municipality Healthcare Support Committee

Physician and Healthcare Careers in Milk River: <https://physiciancareersmilkriver.com>

Milk River Community Conversation – Links and resources | 2

Temporary Service Disruption Information

AHS Facilities: Temporary Service Disruptions:

<https://www.albertahealthservices.ca/br/Page17594.aspx>

(This page is updated on Tuesdays and Fridays at 5 p.m.)

This page provides information on AHS sites across the province that have, for a limited time, temporarily disrupted services, including bed and care space reductions.

Health Information and Resources

811 Health Link: <https://www.albertahealthservices.ca/info/Page12630.aspx#contact>

MyHealth Alberta: <https://myhealth.alberta.ca/>

Health Education and Learning (HEAL): <https://ahs.ca/heal>

This site provides general information about the causes, symptoms and home management options for common minor illnesses and injuries, and when to seek medical care.

Request for Decision

Childcare/Daycare

March 13, 2023



RECOMMENDATION

That Council accept the report on Childcare/Daycare.

LEGISLATIVE AUTHORITY

BACKGROUND

At the February Council meeting, Council discussed the topic of childcare in Milk River and identified it as an emerging issue. The following is the resolution from that meeting.

10G) Childcare/Daycare

Moved by Councillor Michaelis, **"that Council support Deputy Mayor Degenstein to obtain information from Pincher Creek regarding childcare/daycare services."**

Motion Carried 2023-43

An update will be provided by Deputy Mayor Degenstein.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Roll 3910000 Tax Write Off

March 13, 2023



RECOMMENDATION

The Council approve of the bad debt expense for roll 3910000 in the amount of \$12,911.81.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

The property under the tax roll numbered 3910000 went through the tax recovery process in 2021, where the Town of Milk River subsequently assumed the title of.

The amount outstanding on the tax notice shows a balance of \$12,911.81. This outstanding amount is comprised of \$4,053 in delinquent utility payments from the period between 2014 to 2021, where that amount was transferred to the property tax account. Tax levies and penalties make up the remainder of the \$12,911.81 that will need to be written off.

As this amount is still showing as owing to the town, a resolution is required to remove it from the financial reports as it was not completed in the prior years' budget.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in correspondence. Council shall be specific in the direction it provides.
2. Council may direct Administration on any item contained in correspondence.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Tax Notice for Roll 3910000

TOWN OF MILK RIVER

2022

Box 270
240 Main Street
Milk River, AB T0K 1M0
(403) 647-3773



TAXATION NOTICE

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD PORT	QUAD	SEC	TWP	RGE	MER	DATE OF MAILING	2022-Jun-17
3910000	0			0	0	0	0	0	DUE DATE	2022-Aug-31
SUBDIVISION NAME										
CIVIC ADDRESS										824 MAIN STREET N.E.
MORTGAGE NUMBER	PLAN	BLOCK	LOT							
	7510741	39	PT. 9 & 10							

MORTGAGE COMPANY NAME

TOWN OF MILK RIVER
P. O. BOX 270
MILK RIVER, AB T0K 1M0
Canada

PREVIOUS ASSESSMENT

CURRENT ASSESSMENT

DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
RESIDENTIAL - TAXABLE	81,350	MUNICIPAL - EXEMPT	72,390
TOTAL ASSESSMENT	81,350	TOTAL ASSESSMENT	72,390
		EXEMPT	72,390
		TAXABLE	0

IMPORTANT PENALTY INFORMATION

PAST DUE taxes will continue to accrue monthly penalties. Penalties on CURRENT taxes will be levied as follows: 5% Penalty on September 1st, 2022, 1.5% Penalty will be imposed on the unpaid balance on the first day of each month thereafter. Receipt for taxes paid can be requested via letter, email or in person at the Town Hall.

MUNICIPAL AND OTHER TAXES

	TAX RATE	% OF TOTAL	TAX AMOUNT
HOMES FOR THE AGED	0.000301180	0.00000	0.00
MUNICIPAL CAPITAL LEVY	0.000351600	0.00000	0.00
NON RES. GENERAL MUNICIPAL	0.021000000	0.00000	0.00
TOTAL 2022 MUNICIPAL AND OTHER TAXES			0.00
SUB TOTAL 2022 TAXES			0.00
TOTAL 2022 TAXES			0.00
CURRENT OUTSTANDING			12,911.81
TOTAL CURRENT TAXES PAYABLE FOR 2022			12,911.81

FOR COMPARISON 2021 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE

1,022.87

Your property has been assessed as shown for the above taxation year. The assessment roll will be open for inspection during office hours.

IF YOU OR YOUR AGENT WISH TO FILE A COMPLAINT TO THE ASSESSMENT REVIEW BOARD, YOU OR YOUR AGENT MUST SUBMIT YOUR COMPLAINT IN WRITING ON OR BEFORE AUGUST 24, 2022 TO THE CLERK OF THE ASSESSMENT REVIEW BOARD, 240 Main Street, Milk River.

September 1, 2022 on outstanding taxes.

12,911.81

0.00

TOWN OF MILK RIVER

Box 270
240 Main Street
Milk River, AB T0K 1M0
(403) 647-3773



ROLL NUMBER
3910000
LAST DATE
BEFORE PENALTY
2022-Aug-31

2022

TAXATION NOTICE

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
12,911.81	0.00	12,911.81

AMOUNT DUE
PLEASE PAY
12,911.81
AMOUNT PAID

TOWN OF MILK RIVER
P. O. BOX 270
MILK RIVER, AB T0K 1M0
Canada

PLEASE SUBMIT THIS PORTION WHEN
MAKING PAYMENT. THANK YOU.

03910000

Request for Decision

Riverside Community Golf Course Society Expenses

March 13, 2023



RECOMMENDATION

That Council accept / not accept the submitted expenses from the Riverside Golf Society in the amount of \$15,890.99 against the \$25,000 annually requirement from the lease agreement.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

In early 2022, a verbal cost sharing agreement was developed to offset the amount of debt owed to the Town of Milk River, as follows.

Riverside Golf Society cost sharing agreement

Background: CAO met with the Golf Society president to discuss and workout a cost sharing agreement that would be fair to the Golf Society operations and the Town of Milk River. I believe we have reached such an agreement.

Insurance costs (excluding equipment) 50% cost share

Course upgrades/improvements – 50% cost share

Irrigation upgrades/maintenance – 50% cost share

Buildings- heating/plumbing Replacement – 75% cost share, maintenance 50% cost share

Buildings-renovations 75% cost share – maintenance 50% cost share

Buildings means Town owned facilities and all major work must first be approved by council before proceeding, emergency maintenance and repairs will be dealt with as they arise.

In addition to the submitted 2022 expenses, the Town of Milk River paid for the power for the pump used to irrigate the course. This amount totals \$7,837.01. According to the agreement, utilities are not included in the cost sharing. This will bring the total requested against the debt to be \$15,890.99.

Note: the 2018 revised purchase/lease agreement with the Riverside Golf Society expires at the end of 2023. It is recommended to revise the agreement to include this cost sharing arrangement, should the lease be renewed with the Riverside Golf Society.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the recommendation. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

\$9,109.01 outstanding from the \$25,000 annual payment due to the Town.

ATTACHMENTS

1. Riverside Community Golf Course Society 2022 Expenses
2. Riverside Community Golf Course Society Clubhouse Repairs and Maintenance
3. Riverside Community Golf Course Society Equipment Purchases and Sales
4. Riverside Community Golf Course Society Equipment, Shop and Course Repairs and Maintenance
5. Riverside Community Golf Course Society Insurance and Licenses

**Riverside Golf Course
2022 Expenses**

%

Irrigation System/Course Repairs	Irrigation—Line Repairs Sprinkler Replacement	50%	\$11,432.00	\$5,716.00
Clubhouse Repairs	Kitchen Reno/Fans	75%	\$8,660.00	\$6,495.00
Club House Capital	Kitchen fan	75%	\$5,780.00	\$4,335.00
Utilities		0%	\$28,254.00	\$0.00
Golf Course Supplies	Office & Miscellaneous	0%	\$4,477.00	\$0.00
Seed	Seed Fertilizer	50%	\$7,782.00	\$3,891.00
Fuel		0%	\$5,074.00	\$0.00
Insurance		50%	\$5,682.00	\$2,841.00
Wages	All Employees	0%	\$140,728.00	\$0.00
Equipment Lease		0%	\$28,264.00	\$0.00
Equipment Rental	Pump/ etc	0%	\$1,060.00	\$0.00
Advertising/Promotion	Riverside Logo Items	0%	\$2,546.00	\$0.00
Campground Share-Town		0%	\$22,230.00	\$0.00
Interest & Bank Charges		0%	\$5,074.00	\$0.00
Amortization		0%	\$17,058.00	\$0.00
	Total Expenditures		\$307,706.00	\$23,278.00

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02/10/23

Accrual Basis

Riverside Community Golf Society
Clubhouse repairs and maintenance
 As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5550 - Clubhouse Expenses							
5555 - Clubhouse Repairs							
Bill	12/04/2021		Milk River Home Hardware		29.48		29.48
Cheque	01/05/2022	3467	McTaggart HVAC		584.00		613.48
Bill	02/08/2022		McTaggart HVAC		333.33		946.81
Cheque	03/19/2022	3481	Kost Fire Equipment		519.55		1,466.36
Cheque	04/06/2022	Bob	Amazon		124.75		1,591.11
Cheque	04/09/2022	Bob	Truck / RV / Car Wash		7.14		1,598.25
Bill	04/18/2022		Thermax		697.00		2,295.25
Bill	04/28/2022		Milk River Home Hardware		21.14		2,316.39
Cheque	04/29/2022	3499	Alpine Tarps & Covers		3,934.40		6,250.79
Bill	04/30/2022		NAPA Auto Parts		69.99		6,320.78
Cheque	05/09/2022	Russell	Amazon		53.98		6,374.76
Bill	06/07/2022	2487669	Milk River Home Hardware		36.65		6,411.41
Cheque	06/28/2022	3560	Kost Fire Equipment		1,039.40		7,450.81
Cheque	07/05/2022	3572	Borne Industries		250.00		7,700.81
Cheque	09/08/2022	Kristin	L.A. Power Systems		200.00		7,900.81
Bill	10/05/2022	220406	Passey Electric		759.25		8,660.06
Total 5555 - Clubhouse Repairs					8,660.06	0.00	8,660.06
5560 - Clubhouse Supplies							
Bill	03/19/2022		Milk River Home Hardware		39.99		39.99
Bill	04/26/2022		Milk River Home Hardware		5.49		45.48
Bill	04/27/2022		Milk River Home Hardware		42.99		88.47
Bill	04/27/2022		Milk River Home Hardware		21.96		110.43
Bill	04/27/2022		Milk River Home Hardware		9.58		120.01
Cheque	04/29/2022	Russell	Canadian Tire	Microwave	419.99		540.00
Cheque	05/01/2022	Russell	Amazon		11.99		551.99
Bill	05/06/2022		Milk River Home Hardware		21.96		573.95
Cheque	05/09/2022	Russell	Amazon		53.98		627.93
Cheque	05/09/2022	Bob	Gregg Distributors		51.87		679.80
Cheque	05/09/2022	Russell	Wesclean Equipment & Cleaning Supplies		141.01		820.81
Bill	05/21/2022		Milk River Home Hardware		61.98		882.79
Bill	05/25/2022		Milk River Home Hardware		16.47		899.26
Bill	06/11/2022	2487814	Milk River Home Hardware		16.48		915.74
Bill	06/16/2022	2487926	Milk River Home Hardware		23.98		939.72
Cheque	06/24/2022	Russell	Wesclean Equipment & Cleaning Supplies		256.35		1,196.07
Bill	06/25/2022	2488196	Milk River Home Hardware		41.99		1,238.06
Bill	06/28/2022	2488292	Milk River Home Hardware		6.99		1,245.05
Bill	07/02/2022	2488437	Milk River Home Hardware		12.07		1,257.12
Bill	07/04/2022	2488450	Milk River Home Hardware		32.94		1,290.06
Bill	07/09/2022	1478409	Riverside Market		7.99		1,298.05
Bill	07/21/2022	2488972	Milk River Home Hardware		41.99		1,340.04
Credit	07/29/2022		Milk River Home Hardware			4.02	1,336.02
Total 5560 - Clubhouse Supplies					1,340.04	4.02	1,336.02
Total 5550 - Clubhouse Expenses					10,000.10	4.02	9,996.08

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02/10/23

Accrual Basis

Riverside Community Golf Society
Clubhouse repairs and maintenance
As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5650 · Kitchen and Bar Supplies							
Cheque	04/09/2022	Russell	Dollarama		26.50		26.50
Cheque	04/09/2022	Russell	Wholesale Club		412.78		439.28
Cheque	04/12/2022	Russell	Amazon		149.13		588.41
Cheque	04/25/2022	Kristin	Amazon		38.99		627.40
Bill	04/27/2022		UFA		24.00		651.40
Cheque	04/29/2022	Russell	Wholesale Club		298.73		950.13
Bill	04/30/2022		Milk River Home Hardware		201.31		1,151.44
Cheque	05/01/2022	Russell	Amazon		110.86		1,262.30
Bill	05/07/2022		Milk River Home Hardware		50.47		1,312.77
Cheque	05/09/2022	Russell	Wholesale Club		27.97		1,340.74
Cheque	05/09/2022	Russell	Crown Food Equipment		347.60		1,688.34
Bill	05/13/2022		Milk River Home Hardware		19.98		1,708.32
Bill	05/19/2022		Milk River Home Hardware		8.98		1,717.30
Bill	05/20/2022		Milk River Home Hardware		19.98		1,737.28
Bill	05/21/2022		Milk River Home Hardware		39.99		1,777.27
Bill	05/28/2022		Milk River Home Hardware		52.22		1,829.49
Bill	06/08/2022	1818703341	Sysco Foods		207.23		2,036.72
Bill	07/09/2022	1478409	Riverside Market		7.94		2,044.66
Bill	07/19/2022	2488928	Milk River Home Hardware		79.98		2,124.64
Bill	08/09/2022	2489477	Milk River Home Hardware		11.68		2,136.32
Bill	08/22/2022	2489790	Milk River Home Hardware		50.48		2,186.80
Credit	08/22/2022	2489791	Milk River Home Hardware			2.50	2,184.30
Bill	09/01/2022	2490063	Milk River Home Hardware		23.98		2,208.28
Bill	09/11/2022	505523	Riverside Market		13.89		2,222.17
Bill	09/12/2022	2490259	Milk River Home Hardware		1.99		2,224.16
Bill	09/12/2022	2490285	Milk River Home Hardware		55.90		2,280.06
Bill	09/21/2022	2490477	Milk River Home Hardware		43.99		2,324.05
Bill	09/23/2022	2490576	Milk River Home Hardware		38.99		2,363.04
Bill	10/11/2022	2491007	Milk River Home Hardware		23.98		2,387.02
Total 5650 · Kitchen and Bar Supplies					2,389.52	2.50	2,387.02
TOTAL					12,389.62	6.52	12,383.10

12:21 PM

02/10/23

Accrual Basis

Riverside Community Golf Society
Equipment purchases and sales
 As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
1900 · Equipment purchases and sales							
Cheque	04/29/2022	3497	Jim Racz	Golf cart	1,500.00		1,500.00
Bill	09/30/2022	122684	Borne Industries	Exhaust fan upgrade	5,780.00		7,280.00
General Journal	10/31/2022	2022-OAS8				1,500.00	5,780.00
General Journal	10/31/2022	2022-OAS9				5,780.00	0.00
Total 1900 · Equipment purchases and sales					7,280.00	7,280.00	0.00
TOTAL					7,280.00	7,280.00	0.00

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02/10/23

Accrual Basis

Riverside Community Golf Society

Equipment, shop and course repairs and maintenance

As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5200 · Golf Course Expenses							
5205 · Golf Course Maintenance							
Bill	03/28/2022		Brett Young		80.00		80.00
Bill	04/01/2022		Larry Liebelt	Re: Southern Irrigation	74.76		154.76
Bill	04/08/2022		Larry Liebelt	Re: Southern Irrigation	41.97		196.73
Bill	04/18/2022		Brett Young		20.00		216.73
Bill	05/13/2022	057174	Larry Liebelt	Re: Sego	48.33		265.06
Bill	05/17/2022		1954913 Alberta Ltd. / Weing's Sprinkler		3,930.00		4,195.06
Bill	05/20/2022	119436045-001	SiteOne Landscape Supply		1,029.04		5,224.10
Bill	05/22/2022	224	Camfield Groundwater Services		1,650.00		6,874.10
Cheque	05/25/2022	3522	Hydro Aeration		1,550.00		8,424.10
Bill	05/30/2022	010245	Brett Young	Flags	166.00		8,590.10
Bill	05/30/2022	010245	Brett Young	Soap tablets	142.50		8,732.60
Bill	07/04/2022	121036901-001	SiteOne Landscape Supply		30.85		8,763.45
Credit	07/05/2022	121064123-001	SiteOne Landscape Supply			30.85	8,732.60
Bill	07/13/2022	012251	Brett Young		497.50		9,230.10
Bill	07/13/2022	012251	Brett Young		33.00		9,263.10
Bill	08/25/2022	234	Camfield Groundwater Services		2,050.00		11,313.10
Bill	08/31/2022	014044	Brett Young		49.50		11,362.60
Bill	09/03/2022	2490114	Milk River Home Hardware		19.99		11,382.59
Cheque	10/31/2022	3739	Agnes Dobrocane	Re: Truck / RV / Car Wash	29.52		11,412.11
Cheque	10/31/2022	3739	Agnes Dobrocane	Re: Truck / RV / Car Wash	20.00		11,432.11
Total 5205 · Golf Course Maintenance					11,462.96	30.85	11,432.11
Total 5200 · Golf Course Expenses					11,462.96	30.85	11,432.11
5400 · Golf Equipment Expenses							
5405 · Equipment repair & maintenance							
Bill	11/03/2021		Milk River Home Hardware		21.48		21.48
Credit	11/06/2021		NAPA Auto Parts			45.11	-23.63
Bill	12/04/2021		NAPA Auto Parts		99.57		75.94
Bill	12/04/2021		NAPA Auto Parts		23.15		99.09
Bill	12/04/2021		NAPA Auto Parts		66.16		165.25
Bill	12/04/2021		NAPA Auto Parts		19.05		184.30
Bill	12/04/2021		NAPA Auto Parts		23.44		207.74
Bill	12/04/2021		NAPA Auto Parts		19.98		227.72
Bill	12/04/2021		NAPA Auto Parts		10.16		237.88
Bill	12/04/2021		NAPA Auto Parts		5.49		243.37
Bill	12/23/2021		Martin Deerline		48.39		291.76
Cheque	12/24/2021	Russell	Western Tractor		77.12		368.88
Bill	12/24/2021		NAPA Auto Parts		33.60		402.48
Bill	12/31/2021		County of Warner	Re: Canoe Procurement Group	128.07		530.55
Bill	01/13/2022		NAPA Auto Parts		75.71		606.26
Bill	01/13/2022		NAPA Auto Parts		13.19		619.45
Bill	01/14/2022		NAPA Auto Parts		40.73		660.18
Bill	01/25/2022		Martin Deerline		282.04		942.22
Cheque	02/07/2022	3473	CJ Dobrocane		1,940.00		2,882.22
Bill	03/22/2022		South Country Tire		27.00		2,909.22

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02/10/23

Accrual Basis

Riverside Community Golf Society
Equipment, shop and course repairs and maintenance
As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	04/01/2022		Martin Deerline		2,140.44		5,049.66
Bill	04/01/2022		Martin Deerline		941.53		5,991.19
Bill	04/01/2022		Martin Deerline		812.30		6,803.49
Bill	04/09/2022		NAPA Auto Parts		9.99		6,813.48
Bill	04/12/2022		Robert Collin	Re: Princess Auto	237.99		7,051.47
Bill	04/19/2022		Milk River Home Hardware		45.12		7,096.59
Bill	04/19/2022		Milk River Home Hardware		6.69		7,103.28
Bill	04/22/2022		Milk River Home Hardware		8.99		7,112.27
Bill	04/22/2022		Rocky Mountain Equipment		13.99		7,126.26
Bill	04/23/2022		Milk River Home Hardware		48.45		7,174.71
Bill	04/29/2022		NAPA Auto Parts		126.56		7,301.27
Bill	04/30/2022		NAPA Auto Parts		12.49		7,313.76
Bill	05/02/2022		Martin Deerline		339.10		7,652.86
Bill	05/03/2022		NAPA Auto Parts		2.44		7,655.30
Credit	05/04/2022		NAPA Auto Parts			21.16	7,634.14
Bill	05/06/2022	3215995	UFA		18.95		7,653.09
Bill	05/11/2022		NAPA Auto Parts		69.27		7,722.36
Bill	05/12/2022		Rocky Mountain Equipment		106.02		7,828.38
Bill	05/13/2022		NAPA Auto Parts		6.16		7,834.54
Bill	05/19/2022		Martin Deerline		187.14		8,021.68
Bill	05/30/2022		Rocky Mountain Equipment		99.84		8,121.52
Bill	05/30/2022	010245	Brett Young		195.25		8,316.77
Bill	05/31/2022		NAPA Auto Parts		241.47		8,558.24
Bill	06/07/2022	78354	Rocky Mountain Equipment		26.68		8,584.92
Bill	06/11/2022	703959	NAPA Auto Parts		8.50		8,593.42
Bill	06/11/2022	2487811	Milk River Home Hardware		8.68		8,602.10
Bill	06/15/2022	704075	NAPA Auto Parts		98.28		8,700.38
Bill	06/15/2022	704067	NAPA Auto Parts		15.39		8,715.77
Bill	06/21/2022	3434591	UFA		111.90		8,827.67
Bill	06/22/2022	78582	Rocky Mountain Equipment		185.00		9,012.67
Cheque	06/24/2022	Russell	Western Tractor		139.05		9,151.72
Bill	07/25/2022	506-705	NAPA Auto Parts		1.60		9,153.32
Bill	07/27/2022		Martin Deerline		868.70		10,022.02
Bill	07/27/2022	2489120	Milk River Home Hardware		11.99		10,034.01
Bill	08/02/2022	706006	NAPA Auto Parts		12.78		10,046.79
Bill	08/05/2022	706203	NAPA Auto Parts		45.07		10,091.86
Bill	08/09/2022	706334	NAPA Auto Parts		5.20		10,097.06
Bill	08/10/2022		NAPA Auto Parts		153.26		10,250.32
Bill	08/18/2022		Martin Deerline		2,203.71		12,454.03
Bill	08/18/2022		NAPA Auto Parts		83.25		12,537.28
Bill	08/19/2022	2489743	Milk River Home Hardware		2.49		12,539.77
Bill	08/26/2022	6	CJ Dobrocane		200.00		12,739.77
Bill	09/06/2022	2490136	Milk River Home Hardware		18.54		12,758.31
Bill	09/06/2022	707505	NAPA Auto Parts		24.59		12,782.90
Bill	09/06/2022	69580	Martin Deerline		172.78		12,955.68
Bill	09/06/2022	69581	Martin Deerline		29.38		12,985.06
Bill	09/14/2022	69656	Martin Deerline		323.45		13,308.51
Bill	09/16/2022	69691	Martin Deerline		1,229.41		14,537.92
Bill	09/27/2022	708201	NAPA Auto Parts		29.93		14,567.85

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02/10/23

Accrual Basis

Riverside Community Golf Society
Equipment, shop and course repairs and maintenance
As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	09/28/2022	2490686	Milk River Home Hardware		28.48		14,596.33
Bill	10/14/2022	708856	NAPA Auto Parts		29.99		14,626.32
Bill	10/22/2022	709141	NAPA Auto Parts		90.92		14,717.24
Bill	10/31/2022	709397	NAPA Auto Parts		13.69		14,730.93
Bill	10/31/2022	709414	NAPA Auto Parts		13.69		14,744.62
Total 5405 · Equipment repair & maintenance					14,810.89	66.27	14,744.62
Total 5400 · Golf Equipment Expenses					14,810.89	66.27	14,744.62
5500 · Shop Expenses							
Cheque	11/01/2021	Russell	The Home Depot		179.00		179.00
Total 5500 · Shop Expenses					179.00	0.00	179.00
TOTAL					26,452.85	97.12	26,355.73

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02/10/23

Accrual Basis

Riverside Community Golf Society
Insurance and licenses
 As of October 31, 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5700 · General Expenses							
5710 · Insurance							
Bill	02/04/2022		AMSC Insurance Services Ltd	2022.01.01 to 2023.01.01	5,745.68		5,745.68
General Journal	10/31/2022	2022-OAS5			897.47		6,643.15
General Journal	10/31/2022	2022-OAS6				960.24	5,682.91
Total 5710 · Insurance					6,643.15	960.24	5,682.91
5745 · Licences							
Bill	01/18/2022		Town of Milk River		50.00		50.00
Cheque	09/20/2022	3705	Alberta Gaming & Liquor Commission		200.00		250.00
General Journal	10/31/2022	2022-OAS5			200.00		450.00
General Journal	10/31/2022	2022-OAS6				208.36	241.64
Total 5745 · Licences					450.00	208.36	241.64
Total 5700 · General Expenses					7,093.15	1,168.60	5,924.55
TOTAL					7,093.15	1,168.60	5,924.55

Request for Decision

Milk River Historical Society Funding Request

March 13, 2023



RECOMMENDATION

That Council accept the funding request from the Milk River Historical Society to paint the upper part of the outside of the Museum building and submit the request for budget consideration.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

The Milk River Historical Society would like to paint the upper part of the Museum building and are requesting funding assistance to complete this project.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

2023 Budget Considerations - 2 quotes between \$2,000 - \$3,100 plus tax

ATTACHMENTS

1. Sponsorship Request Letter

RECEIVED

FEB 24 2023

PO Box 296
Milk River AB
February 24, 2023

Town of Milk River
PO Box 270
240 Main Street
Milk River AB
T0K 1M0

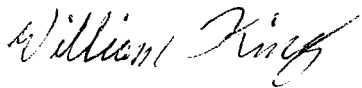
Dear Mayor Liebelt and Town Council,

As the Milk River Historical Society, we would like to apply for a grant in order to paint the upper part of the museum building located at 113 – 1st Avenue NW.

We do not know how much this project will cost at this time, so we are requesting approval in principle.

Thank you for this consideration.

Yours truly,

A handwritten signature in cursive script that reads "William King".

William King
President
Milk River Historical Society

Request for Decision

Candu Invoice

March 13, 2023



RECOMMENDATION

That Council approve payment for Candu invoice 2125, in the amount of \$7,696.16.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

SCADA Upgrade for the water treatment plant computer monitoring system.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

\$7696.16

ATTACHMENTS

1. Candu Invoice 2125

Candu Automation & Control Solutions Ltd.
 #10, 3493- 6 Ave N
 Lethbridge AB T1H 5C1
 (403)331-7321
 mark@canduautomation.com
 GST/HST Registration No.: 761921493RT0001

Invoice



BILL TO

Town of Milk River
 PO Box 270
 240 Main Street
 Milk River Alberta T0K 1M0

INVOICE #	DATE	TOTAL DUE	DUE DATE		ENCLOSED
2125	28-02-2023	\$7,696.16	30-03-2023		

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

PROJECT

Milk River Scada Upgrade

CUSTOMER PO

14633

ACTIVITY	QTY	RATE	AMOUNT
Services 1. SCADA Upgrade As per Quote Ref Number: TOMR_q221216_1r1	1	7,329.68	7,329.68

Payment Terms Net 30 Days From Invoice Date

SUBTOTAL	7,329.68
GST @ 5%	366.48
TOTAL	7,696.16
BALANCE DUE	\$7,696.16

TAX SUMMARY

RATE	TAX	NET
GST @ 5%	366.48	7,329.68

Request for Decision

Milk River Minor Ball Sponsorship Request

March 13, 2023



RECOMMENDATION

That Council approve the sponsorship of \$400.00 towards Milk River Minor Ball for the 2023 season.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

In 2022, the Town of Milk River was a gold member sponsor. As per the attached letter, and as a proposed annual contributor, the rate for 2023 would be \$400. The Town of Milk River's logo would be hung on three outdoor banners from April to August/September.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

\$400.00

ATTACHMENTS

1. Sponsorship Request Letter

Milk River Minor Baseball Association

Box 392

Milk River, AB T0K 1M0

March 8, 2023

To Our Valued Supporters,

Milk River Minor Baseball is once again looking for Business Sponsorship. This project will advertise your company to raise money for our program. Our goal is to keep facilities and equipment up to date while minimizing cost to the players.

We are offering to advertise your company through a sponsorship program. Outdoor banners that are 2.5 feet by 8 feet will be hung on the outfield fences of our diamonds from April through August/September. Gold sponsors will have 1 banner on each of our 3 diamonds for \$500.00. Silver sponsors will have 1 banner on 2 of our diamonds for \$400.00. Bronze sponsors will have 1 banner on 1 of our diamonds for \$300.00. Annual continued sponsorship will cost Gold members \$400.00, Silver members \$300.00 and Bronze members \$200.00. Businesses that choose to leave the program for a season or longer will have to start the program over at the base cost. Milk River Minor Baseball committee members will hang and care for these banners during the season and will store them indoors throughout the winter months. Ordering of the banners and costs of care for them will be covered by Milk River Minor Baseball. We will need your company's logo and advertising preference by the end of March.

Players continually require new uniforms and equipment and facilities need maintenance and upgrades. Please consider supporting our program to help our kids. For more information call 403-330-3754 or email marina.m.balog@gmail.com.

Thank you in advance for your support. Your sponsorship is greatly appreciated!

Sincerely,

Marina Balog

MRMB Advertising Manager

GOLD SPONSORSHIP

\$500.00

Three Banners

(One Banner hung on
Each of our Three Diamonds)Annual Renewal: ~~Gold: \$400~~**SILVER SPONSORSHIP**

\$400.00

Two Banners

(One Banner hung on
two of our Diamonds)

Annual Renewal Silver: \$300

BRONZE SPONSORSHIP

\$300.00

One Banner

(One Banner hung on
one of our Diamonds)Annual Renewal Bronze: \$200

Company Name: _____

New Sponsor: _____ Annual Renewal: _____

~~Gold~~ _____ Silver _____ ~~Bronze~~ _____

Email: _____

MILK RIVER MINOR BASEBALL ASSOCIATION

BOX 392, MILK RIVER, AB, T0K 1M0

Request for Decision

Roll 506000 Options

March 13, 2023



RECOMMENDATION

That Council direct administration to

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

In 2020, the property owner of Block 5, Lot 6, Plan 2227Y approached Council with a proposal to have the municipality purchase their property, to which there was a motion carried to not purchase the property.

The Milk River Community Garden has been growing community food in this space and in September of 2022, wrote to Council to consider options to cover expenses for the garden, as their expenses amounted to approximately \$1,000 per year, including property tax and liability insurance.

10G) Milk River Community Garden Letter

Moved by Councillor Michaelis, "that Council direct administration to gather costs and options related to the Community Garden lot for the 2023 budget deliberations."

Motion Carried 2022-09-15

The 2022 property tax amount for this lot was \$359.58 and assessed at \$12,240. Liability insurance for the property would already be included in the Town's policy.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

\$1,000 per year or purchase the property (asking price is \$19,500 plus half of the legal fees)

ATTACHMENTS

None

Request for Decision

8 Flags Campground Management Agreement

March 13, 2023



RECOMMENDATION

That Council extend the 8 Flags Campground Management Agreement with the Riverside Community Golf Course Society for _____ years.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

Since at least 2012, an agreement between the Town and the Riverside Community Golf Course Society has been made to manage the 8 Flags Campground. The agreement requires renewal.

Upon mutual consent of the Town and the Contractor, this agreement may be extended for one (1) additional term equal to a maximum of three (3) years.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

ATTACHMENTS

1. Campground Management Agreement

THIS AGREEMENT MADE THIS 27th DAY OF January AD, 2021.

BETWEEN:

THE TOWN OF MILK RIVER
A Municipality in the Province of Alberta
(hereinafter referred to as the "Town")

AND:

RIVERSIDE COMMUNITY GOLF SOCIETY
An Individual in the Province of Alberta
(hereinafter collectively referred to as the "Contractor")

MANAGEMENT AGREEMENT

WHEREAS the Town owns the Lands and Business as outlined in Schedule "A" as attached to this agreement;

AND WHEREAS the Contractor has experience and expertise in the management and operation of the Business;

AND WHEREAS the Town wishes to engage the services of an independent contractor to provide operational and management services;

AND WHEREAS the Town and the Contractor have reached agreement with respect to the terms and conditions under which the Contractor will manage and operate the Business;

NOW THEREFORE, in consideration of the promises, mutual terms, covenants and conditions herein, the parties hereto agree as follows:

1. **DEFINITIONS**

- 1.1 "Agreement" means this Agreement together with any amendments hereto or extensions hereof, provided that such amendments or extensions are in writing and signed by each of the parties;
- 1.2 "Business" means the management and operation of the campground located on the Lands;
- 1.3 "Lands" means all of those lands described in Schedule "A" as more particularly outlined in red in Schedule "B";
- 1.4 "Gross Revenue" means the total of the charges for all services provided, arising out of the operations of the Business, including, but not limited to:
 - (a) All rental fees from campground sites and any other rentals, of equipment or facilities, whether for cash or credit or otherwise;
 - (b) All other receipts whatsoever from all business conducted on or from the Lands, including amounts received for equipment rental and all deposits not refunded to a purchaser;

In the determination of Gross Revenue, each sale upon credit, whether by installment payment or otherwise, shall be treated as a sale for the full sale price at the time such sale is made no matter when payment, whether full or partial, shall be received and no deductions shall be made for uncollected accounts.

2. APPOINTMENT

The Town hereby appoints the Contractor, and the Contractor hereby accepts such appointment to perform all those activities reasonably necessary and incidental to the operation and management of the Business including but not limited to the activities set forth in Schedule "C" hereto (the "Services").

3. TERM OF AGREEMENT

This Agreement shall become effective on **January 1, 2021** and shall remain in effect up to and including **December 31, 2022** (the "Term") unless earlier terminated as set forth herein.

Upon mutual consent of the Town and the Contractor, this agreement may be extended for one (1) additional term equal to a maximum of three (3) years.

4. CONSIDERATION

The Contractor shall pay to the Town an amount equal **25%** of the Gross Revenue from the 8 Flags Campground for each month of the Term. Such payment is to be received by the Town no later than ten (10) days immediately following the last day of the immediately preceding calendar month. Other considerations are outlined in Schedule "D".

5. TAXES AND DEDUCTIONS

The Contractor shall be responsible for the payment of all income tax, G.S.T., Canada Pension, Employment Insurance and all other required payments, contributions or deductions including, but not limited to, any assessments levied pursuant to the *Workers' Compensation Act* that arise or may hereafter arise with respect to the activities of the Contractor.

6. FEES AND LICENCES

The Contractor shall be responsible for all fees, licenses, permits, filings, and all other costs incidental to the performance of the Contractor's obligations under this Agreement.

7. COMPLIANCE WITH LAW

The Contractor shall at all times carry out its obligations pursuant to this Agreement in compliance with all statutes, regulations and by-laws passed by any authority having jurisdiction.

8. OBLIGATIONS OF TOWN

During the Term of this Agreement, the Town shall be responsible for all costs incurred for the supply of water, sewer service, garbage pickup, electrical service and toilet paper

to the Business. The Town will provide mowing along the edge of the golf course and will also be responsible for the clean out of the waste dumping area. The Contractor will not charge tenants for the dumping of waste.

9. RIGHT OF THE CONTRACTOR TO ACCEPT CONCURRENT RETAINERS

The Contractor may accept concurrent retainers from other parties during the Term provided that they do not interfere, in the opinion of the Town acting reasonably, with the proper delivery of the Services.

10. RELATIONSHIP BETWEEN PARTIES

Nothing contained herein shall be construed to create the relationship of employer and employee between the Town and the Contractor nor, except as otherwise expressly stated in writing by the Town, shall the Contractor be constituted as the agent, partner, servant, joint venture or legal representative of the Town for any purposes whatsoever.

11. NO AUTHORITY

Except as otherwise expressly stated in writing by the Town, the Contractor has no authority beyond that which is set forth herein to assume or create any obligation whatsoever, expressed or implied, on behalf of or in the name of the Town, nor to bind the Town in any manner whatsoever.

12. OWNERSHIP AND CONTROL

All records and financial documents relating to the activities of the contractor pursuant to this Agreement are deemed the property of the Town and shall remain in the sole ownership and control of the Town.

13. SURVIVAL

The parties acknowledge and agree that the provisions of this Agreement which, by their context, are meant to survive the termination, or expiry of the Term shall survive the termination or expiry of the Term and shall not be merged therein or therewith.

14. DEFAULT AND TERMINATION

14.1 TERMINATION OF AGREEMENT

This Agreement may be terminated as follows:

- (a) either party may terminate this Agreement by giving a written notice of termination to the other party in which case the Agreement will terminate at the end of the 30th day following receipt of the notice of termination by such other party;
- (b) this agreement will terminate immediately upon the occurrence of any one of the following events:
 - (i) Bankruptcy or dissolution
 - (ii) Occurrence of any theft or fraudulent act by the contractor

14.2 EFFECT OF TERMINATION

Upon termination of this Agreement, the contractor shall cease to have any further authority derived from this Agreement in respect of the Business. Within five (5) days following the termination of this Agreement, the contractor shall return all keys for the Business premises and equipment, all financial records and other documentation relating to the Business and any accounts maintained in relation to the Business as specified in Section 13.

17 NOTICE

Whether or not so stipulated herein, all notices, communication, requests and statements (the "Notice") required or permitted hereunder shall be in writing. Notice shall be served by one of the following means:

- (a) personally, by delivering it to the party on whom it is to be served at the address set out herein, provided such delivery shall be during normal business hours. Personally delivered Notice shall be deemed received when actually delivered as aforesaid; or
- (b) by facsimile or by any other like method by which a written or recorded message may be sent, directed to the party on whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
 - (i) upon transmission with answer back confirmation if received within the normal working hours of the business day; or
 - (ii) at the commencement of the next ensuing business day following transmission with answer back confirmation thereof; or
- (c) by mailing via first class registered post, postage prepaid, to the party on whom it is served. Notice so served shall be deemed to be received seventy-two (72) hours after the date it is postmarked. In the event of postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of such postal interruption shall be deemed to have been received unless actually received.

Except as herein otherwise provided, Notice required to be given pursuant to this Agreement shall be deemed to have been received by the addressee on the date received when served by hand or courier, or three (3) days after the same has been mailed in a prepaid envelope by double registered mail to:

To the Town:

Chief Administrative Officer
240 Main Street
Box 270
Milk River, AB TOK 1M0
Fax: 647-3772

To the Contractor:

Riverside Community Golf Society
208-1ST AVE. S.E.
Box 298
Milk River, AB T0K 1M0

or to such other address as each party may from time to time direct in writing.

16. HEADINGS

The headings in this Agreement have been inserted for reference and as a matter of convenience only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision hereof.

17. ASSIGNMENT

This Agreement, or any rights arising out of this Agreement may be assigned by the Contractor without the prior written consent of the Town, provided that the assignee is properly authorized to carry out such activities pursuant to this Agreement that without limitation, the Contractor shall be fully liable to the Town for all activities carried out by its assignees pursuant to this Agreement.

18. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties hereto relating to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, of the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement or the subject matter hereof except as specifically set forth herein.

19. AMENDMENTS MUST BE IN WRITING

This Agreement may be modified, amended or assigned only by a written instrument duly executed by the Parties.

20. WAIVER

No consent or waiver, express or implied, by either party to or of any breach or default by the other party in the performance by the other party of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance of obligations hereunder by such party hereunder. Failure on the part of either party to complain of any act or failure to act or the other party or to declare the other party in default, irrespective of how long such failure continues, shall not constitute a waiver by such party of its rights hereunder.

21. UNENFORCEABILITY

If any term, covenant or condition of this Agreement or the application thereof to any party or circumstance shall be invalid or unenforceable to any extent the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby

and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

22. ENUREMENT

This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

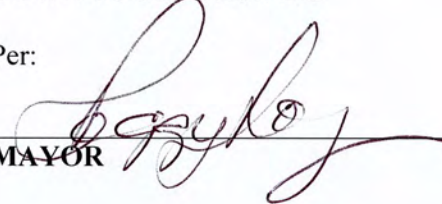
23. GOVERNING LAW AND SUBMISSION TO JURISDICTION

This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and the parties hereto hereby submit to the jurisdiction of the Courts in the Province of Alberta.

IN WITNESS WHEREOF, the parties have set their seals and hands of their proper officers in that behalf effective the day and year first above written notwithstanding the actual date or dates of execution.

TOWN OF MILK RIVER

Per:



MAYOR

Per:



CHIEF ADMINISTRATIVE OFFICER (CAO)

To the Contractor:



Per:



WITNESS TO THE SIGNATURE OF

**MUST ADD WATER RESTRICTION THAT TOWN DETERMINES WHEN WATER
WILL BE GIVEN!**

SCHEDULE "A"

8 FLAGS CAMPGROUND

PLAN 1455IX

WAYSIDE KITCHEN SITE

IN TWP 2 RANGE 16 W4TH

CONTAINING

QUARTER SECTION

ACRES MORE OR LESS

NE ¼ 21

0.79

SE 1/2 28

2.39

EXCEPTING THEREOUT ALL MINES AND

MINERALS AND THE RIGHT WORK THE SAME

ATS REFERENCE: 4;16;2;21;NE

ATS REFERENCE: 4;16;2;28;SE

SCHEDULE "B"

DESCRIPTION OF LANDS

(DRAWING OF LANDS)

- SEE NEXT PAGE -

SCHEDULE "C"

FEES SCHEDULE FOR **8 FLAGS CAMPGROUND**

MAY 1 – SEPTEMBER 30 (Maybe extended weather permitting):

Sites with all services (water/sewer/power/sewer dumping)	\$ 25.00
Sites with partial services (water/power)	\$ 20.00
Sites with no service	\$ 15.00
(GST included)	

OCTOBER 1 – APRIL 30:

Sites with power	\$ 20.00
Sites with no service	\$ 15.00
(GST included)	

LONGER STAY PACKAGES (Based on 7 day week, 4 week month)

- Weekly Package (water/sewer/power/sewer dumping) \$150.00
- Weekly Package (water/power) \$120.00
- Weekly Package (no service sites) \$90.00
- Monthly Package (28 days)
(water/sewer/power/sewer dumping) \$500 per month
- Monthly Package (28 days)
(water/power) \$400.00
- Six Month Package (168 days)
(GST included) \$2500.00

***Rates Subject to Change**

APPENDIX D

Contractor Duties and Responsibilities

Maintenance Standards

To provide a well maintained recreation area that is aesthetically pleasing to visitors, with an emphasis on public safety and health standards.

A. Campsite Maintenance (Pre Season)

Pre Season Maintenance Includes the following:

1. New plant growth should be cut back where it affects site use.
2. Dead or diseased trees should be removed from sites.
3. Overhanging limbs which pose a hazard should be removed. Prune trees annually as required.
4. All debris (fallen trees, rock, litter, etc.) should be removed from campsites and disposed of.
5. Clear vegetation around site marker posts and bollards.
6. Service and/or replace signs and/or posts as required.
7. Distribute picnic tables to campsites.
8. Ensure that all tables are clean and intact and repair/replace tables as required. Paint tables if necessary.
9. Paint bollard posts, picnic shelters, kitchens and restrooms as required.
10. All electrical problems to be completed by electrician as authorized by town foreman.

Campsite Maintenance (Summer season)

Summer Season Maintenance Includes the following:

1. Vacant sites inspected and serviced as required.
2. Removal of all litter from the camp sites and taken to the waste transfer station.
3. Removal of garbage (unburned paper, bottle's, cans) from fire pits and clean if full.
4. Inspection of tables, fire pits, site markers, for damage and repair as required.
5. Minor cleaning and leveling of picnic tables.
6. Major damage to be repaired prior to reassignment of the campsite.
7. Fire pits should have ashes removed as required and placed in onsite pit.
8. Grass around site markers and adjacent to the site should be trimmed.
9. All tables should be inspected, cleaned, and repaired as required.

B. Specialized Facilities (Camp Kitchens and Picnic Shelters)

Daily Duties during the operating season (summer maintenance) include the following:

1. Check for vandalism; report vandalism to the Town and after a Town inspection, repair any minor damage immediately.
2. Sweep out the facility.
3. Clean tops of stoves and grills.
4. Pick up and stack any scattered firewood.
5. Ensure there are adequate numbers of tables in the facility.

Weekly duties include the following:

1. Fireplaces or stoves should be checked for accumulation of ashes and cleaned if necessary.

Monthly duties include the following:

1. Tables should be washed down using scrub brushes as required.

C. Toilets and Showers (*To take effect of in May*)

Daily duties during the operating season include the following:

1. Servicing these facilities should take place as early in the day as possible.
2. Each building should receive a thorough cleaning inside.
3. Remove all cobwebs, cocoons, etc. inside and outside.
4. Replenish toilet tissue and deodorant blocks if necessary.
5. Clean seat and bowl thoroughly with germicidal cleanser.
6. Each toilet should be checked later in the afternoon. If necessary, some or all of the above procedures should be completed at this time.
7. All damage or vandalism should be reported to the Town and after being inspected by the Town, minor damage shall be repaired immediately.

D. Garbage Control and Disposal

Duties during the operating season include the following:

1. Plastic garbage bags should be used to line all cans.
2. Garbage bags containing garbage should be removed and hauled to designated waste disposal site.
3. All waste containers should be collected and disposed of to the Town's designated sites.
4. Pick litter and loose garbage from around the entire Park site.

E. Program Support Facilities

1. All signs should be kept clean.
2. Permanent signs should be repaired, straightened, tamped, or replaced as required.
3. Sign posts should be repainted every fall or spring.
4. Grass around base of sign posts should be kept trim.
5. Replace, repair and paint bollard posts as required.

F. Grounds Keeping

Cleaning of grounds:

1. Cleaning of the ground will require weekly pick-up of litter around the grounds as well as keeping any fences clear of litter.

Watering of Grounds:

1. Watering of the grounds shall be completed as needed.
2. Test sprinkler system in the spring.
3. Replace damaged or worn sprinkler heads or parts. The Town supplies all parts and materials.
4. Surface irrigation equipment must be removed from grounds when the grounds are needed for outdoor activities.
5. Inspect waterlines, couplers, gaskets, sprinklers, shut off valves, motors , pumps and perform minor repairs as necessary.
6. All supplies are to be issued by P.O. by Foreman.

Mowing:

1. Mowing of the grounds shall be completed as needed.
2. The grass length should be approximately two (2) inches in the spring and summer and left at approximately three (3) inches in the fall.
3. Where possible rotate the direction of cutting.
4. If cutting from a layer of "dry hay" you are required to re-cut that area in a few days. Built up of grass cuttings are not to be left on the grounds.

Weeding and Trimming:

1. All growth on edges and fences are to be trimmed each time the grass is cut.
2. Areas around shrubs, flowers, young trees, buildings and fences are to be kept clean and cultivated.
3. Town is responsible to apply fertilizer and/or pesticide chemicals if necessary.

General Grounds Care:

1. Repair all minor damage to ground elevations and grass bum outs. The Town will supply materials for these repairs.
2. Major repairs to grounds which require heavy equipment will be conducted by the Town.

Other Considerations:

1. Canoeist Parking area will be at no charge. Sign to be placed stating tow away zone for vehicles not launching canoes.
2. No Firewood will be supplied by the Town.
3. Post sign – "US exchange will be with in the range of market less 10%"
4. Daily records will be the responsibility of the contractor.
5. Any signs that need replacing must be reported to Public Works within the same day found
6. Either party can request a discussion for change of terms and condition by giving 7 days notice in writing for a meeting.
7. Receipts will be issued to any customers requesting one

Request for Decision

Councillors Report

March 13, 2023



RECOMMENDATION

That the Councillors reports for the period ending March 13, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Elected Officials, appointed at the annual organizational meeting, attend regular meetings of various boards, commissions, and committees. Each elected official is required to keep Council informed by providing regular activity of the board, commission, or committee they are appointed to.

RISKS/CONSEQUENCES

Should committee reports not be relayed, members of Council will not be informed on the various boards, commissions, and committees.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. FCSS Board Minutes
2. Milk River Health Professionals Attraction and Retention Committee Minutes

Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, February 1, 2023
Coaldale Hub (2107-13th Street)
In-person and Online via Teams

Attendance (in-person)

Board Members:

Bekkering, Garth – Town of Taber
Chapman, Bill - Town of Coaldale
Degenstein, Dave – Town of Milk River
Feist, Teresa - Town of Picture Butte
Harris, Merrill – M.D. of Taber, Board Chair
Heggie, Jack – County of Warner
Jensen, Kelly – Town of Raymond
Kirby, Martin – Village of Warner
Nilsson, Larry – Village of Stirling
Plumtree, Margaret - Town of Vauxhall
Weistra, Ed – Village of Barons

Attendance (online) – Board Members

Montina, Lyndsay – Town of Coalhurst
Payne, Megan – Village of Coutts

Absent – Board Members

Foster, Missy – Village of Barnwell
Hickey, Lorne – Lethbridge County
Jensen, Melissa – Town of Nobleford

Staff (in-person):

Morrison, Zakk - Executive Director
Florence-Greene, Evelyn – Accounting Assistant
Hashizume, Linda – Executive Assistant

Call to Order

M. Harris called the meeting to order at 4:02 p.m.

Carried Unanimously:

Approval of Agenda

E. Weistra moved the Board approve the agenda as presented.

Carried Unanimously

Minutes

J. Heggie moved the minutes of the December 7, 2022, FCSS Board meeting be approved as presented.

Carried Unanimously

M.H.
JM

Delegation

Petra DeBow, Manager, presented information on the Report to Municipalities – Family Services 2022.

The Board discussed the information provided in the Report to Municipalities – Family Services 2022.

M. Harris thanked P. DeBow for her presentation and service to our communities and residents.

P. DeBow left the meeting at 4:33 pm.

M. Payne moved the Board approve the Report to Municipalities – Family Services 2022 as presented and requested Administration distribute the report to our Municipalities and Alberta Government funders.

Carried Unanimously

Correspondence

The following correspondence was presented for information:

- Family and Community Support Services Association of Alberta (FCSSAA) News December 2022
- Food Security & Donation Matching Grant

The Board discussed the Food Security and Donation Matching grant.

T. Feist moved the Board receive the correspondence as presented for information.

Carried Unanimously

Reports

Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- The month of February includes two nationally recognized days that aim to celebrate and promote kindness: February 17 is Random Acts of Kindness Day and February 22 is Pink Shirt Day.
- The 'Little Free Pantries' initiative was featured in the Globe and Mail.
- Applications for the Food Security and Donation Matching grant will be accepted until January 31, 2023 <https://www.alberta.ca/affordability-action-plan.aspx>

Bill Chapman asks that information regarding FCSSAA grants be shared with appropriate organizations within all our Municipalities.

E. Weistra moved the Board approve the Executive Director's Report as presented.

M.H.
J.M.

Carried Unanimously

Financial Report

Z. Morrison reviewed the Financial Report.

B. Chapman moved the Board approve the December 31, 2022 Financial Report including:

- Financial statement for December 31, 2022;
- Monthly accounts for November 1 -30, 2022;
- Monthly accounts for December 1 -31, 2022;
- Mastercard statement for November 11, 2022 to December 13, 2022.
- Mastercard statement for December 14, 2022 to January 12, 2023.

Carried

Professional Development Report 2022

Z. Morrison presented FCSS Employee Professional Development Report for 2022.

M. Plumtree moved the Board receive the FCSS Employee Professional Development Report for 2022 for information as presented.

Carried

New Business

All-Councils Meeting 2023

The Board discussed the date and location for the All-Councils meeting.

D. Degenstein moved the Board approve the All Council's meeting be set for April 5, 2023 at 6:00 pm at the Town of Coaldale's Civic Square with the Board meeting at 4:00 pm at the Coaldale Hub.

Carried

Strategic Planning

The Board discussed the date and location for the Strategic Planning.

The Board directed Administration to arrange the date(s) and location and report back at the March 2023 Board meeting.

Round Table

B. Chapman report the Town of Coaldale Council met with Taber Town Council to discuss mutual ideas. Coaldale is trying to be more collaborative with adjoining communities.

B. Chapman is now on the Southern Alberta Kanadier Association Board.

L. Montana gave a shout out to B. Chapman for running a great meeting. She also thanked Administration for the setting up the technology for the online meetings.

M.H.
Jm

M. Harris read aloud a letter received from Local Authorities Pension Plan (LAPP) regarding congratulations to E. Florence-Greene for being the 2nd employer in Alberta to close their LAPP year end.

Date of Next Meeting

The date of the next regular Board meeting will be March 1, 2023, at the Coaldale Hub (2107-13th Street) in-person and online (via Teams).

Adjournment

E. Weistra moved the meeting adjourn at 5:40 p.m.

Carried Unanimously


Chairperson
Executive Director

Milk River Health Professionals Attraction & Retention Committee
Meeting Minutes – January 3, 2023 – Milk River

In Attendance: Scott MacCumber, Austin Hook, Anne Michaelis, Emma Hulit, Sharon Thompson, Colleen Bianchi, Derek Baron, Randy Taylor, Joan Hughson

- 1. Welcome:** The meeting was called to order at 5:00 p.m. by Scott.
- 2. Agenda:** Anne made a motion to accept the agenda as written. All in favour. Carried.
- 3. Health Centre Update:** Shay Hoyt was not able to attend. We will invite Shay to our next meeting. OPEN
- 4. Minutes of Previous Meeting:** One error noted in the December 6, 2022 minutes. The Kinsmen Corvette ticket sales were done during the week of November 6 - 10, not the last week of November as stated. Emma made a motion to accept the minutes of December 6, 2022, as presented with the one correction. All in favour. Carried.
- 5. Financial Report:** The November financial statement was presented by Scott. We have \$8,048.84 in chequing and \$13,075.59 in GIC's. Scott made a motion to accept the report as read. All in favour. Carried. Derek made a motion to reimburse Scott for the supper with himself, Anne, Dr. Owasa and Dawn Rimmer. (\$78.96) All in favour. Carried. Scott will prepare the year end financials before the next meeting.
- 6. Old Business:**
 - A. Fundraising** – Funds pending from the sales of Kinsmen Corvette tickets and we have our name on the list for the bottle collection at JT Wine & Spirits. No other fund raisers planned at this time. OPEN
 - B. Doctor Recruitment** – AHS has renewed the posting for a second physician in Milk River after Dr. Low met with Dr. Owasa. Scott will ask Dr. Low to provide monthly updates. OPEN
 - C. Doctor's Suite** – Renovations have been approved. Health Centre Maintenance is getting estimates. No updates available. OPEN
 - D. A & R Conference** – We will discuss possible action items at future meetings.
 - E. Hospital Equipment** – The Health Centre does have 24-hour BP monitors, as well as Holter monitors. Scott to talk with Dawn to ensure the Clinic is aware of what is available. OPEN
 - F. Portable Ultrasound Machine** – Scott will check with Dawn to see how much it is being used. OPEN

7. Projects

- A. Locum Welcome Packages** – No requests at this time for more.

B. Support for Healthcare Workers – Our Christmas gift basket campaign was well received and we got a lot of positive comments. The retailers really stepped up to add value to the baskets. There are no events planned in January. We will review again at next meeting.

C. Healthcare Services Booklet – Work in progress.

D. School Award Project – Schools will be contacted again in January and April.

E. Health Centre Staffing – Scott is posting job postings on our Facebook page at least monthly.

F. Scholarship for Current Employees – No requests at this time. Scott will send an email to Shay Hoyt early in 2023.

8. RhPAP Update – A south zone rep has not been named by RhPAP yet.

9. New Business

A. Upcoming Meetings with AHS and Elected Officials – January 12 – Mayors/Reeves and myself having a virtual meeting with the Minister of Health Jason Copping. RhPAP contacted our committee to see if we wanted to meet with Tany Yao, Parliamentary Secretary for Rural Health. We replied yes, so waiting to hear back for a potential date and time. OPEN

B. Emergency Room Coverage – Discussion on Emergency room closures over the holidays and the existing policy to divert ambulances from Milk River. No resolution, on going issue. OPEN

C. Roundtable – General discussion on state of medical affairs in Milk River.

10. Next Meeting – the next meeting is scheduled for Tuesday, February 7, 2023, at 7:00 p.m. in the Milk River Council Chambers. (But may be scheduled for an earlier date and time if Shay and/or Dawn are able to attend)

11. Adjournment – the meeting was adjourned by Austin at 7:00 p.m.

Milk River Health Professionals Attraction & Retention Committee
Meeting Minutes – February 7, 2023 – Milk River

In Attendance: Scott MacCumber, Austin Hook, Anne Michaelis, Emma Hult, Sharon Thompson, Colleen Bianchi, Joan Hughson, Shay Hoyt

- 1. Welcome:** The meeting was called to order at 7:00 p.m. by Scott.
- 2. Agenda:** Colleen made a motion to accept the agenda as written. All in favour. Carried.
- 3. Updates from the Health Centre and the Clinic:** Shay Hoyt was present to give us an update on the Health Centre – the doctor's suite is undergoing renovations, an enclosed trauma bay is being used in the emergency room, the Ladies Auxiliary has been re-started, working with new processes in emergency, discussed current triage rules for emergencies and EMS, discussed staff shortages within the lab and x-ray department.

Dawn Rimmer was unable to attend the meeting, but did give some updates: she is out of Locum welcome bags, the portable ultrasound machine stays at the clinic to be used there, AHS is looking for a Locum to cover the next several months, and they are hopeful that a physician can be found so the clinic and staff can carry on.

- 4. Minutes of Previous Meeting:** Emma made a motion to accept the minutes of January 3, 2023, meeting, as presented. All in favour. Carried.
- 5. Financial Report:** The December financial statement was presented by Scott. We have \$7189.88 in chequing and \$13,075.59 in GIC's. Scott made a motion to accept the report as read. All in favour. Carried. Scott made a motion to reimburse Anne for expenses incurred during the site visit of Dr. Akewe. All in favour. Carried. Scott made a motion that we assist new doctors to Milk River in an amount up to \$5000 if they agree to practice in Milk River for a period of at least 3 years. All in favour. Carried. The topic of added incentives will be raised by Scott at the next Quad Council meeting being held in February.

6. Old Business:

A. Doctor Recruitment – Dr. Ovwasa has submitted his resignation, a second physician position should be posted by AHS as there is currently one posting for a physician and one for a short term Locum. Scott to check with Dr. Low. Anne reported on the visit by Dr. Theresa Akewe. It was very positive and we are hopeful she will choose to come to Milk River. Scott will ask AHS for regular updates on the recruitment process. OPEN

B. Doctor's Suite – Renovations have started. Cable and Wifi is currently being paid by the Clinic but has been cancelled due to renovations and lack of physician coverage. Austin to ask Milk River Cable if they will donate those services as it is felt that they are necessary for the doctor's suite. If they are unable to do that, Scott will raise the issue at the next Quad Council meeting. OPEN

C. A & R Conference – We will discuss possible action items at future meetings.

D. Hospital Equipment – The Health Centre does have 24-hour BP monitors, as well as Holter monitors. This information will be passed on to future physicians. CLOSED

E. Portable Ultrasound Machine – The machine is kept at the clinic for use by clinic physicians. CLOSED

F. Meetings with AHS and Elected Officials- There has been several meetings of late with AHS, specifically Dr. Low and with elected officials such as Health Minister Jason Copping and MLA Grant Hunter. These have resulted in Milk River becoming an issue that needs to be resolved. Our committee has a scheduled meeting with MLA Tany Yao, Parliamentary Secretary for Rural Health, on February 15th. Dr. Low wants us to assure our community that there are NO plans to close our hospital or emergency department and they are doing everything they can to stabilize and expand our health care capabilities. OPEN

G. Emergency Room Coverage – Continued closures continue and they are affecting the community. OPEN

7. Projects

A. Locum Welcome Packages – None at Clinic at this time.

B. Support for Healthcare Workers – No activities for the month of February planned.

C. Healthcare Services Booklet – Work in progress.

D. School Award Project – Scott will send letter and application forms to local schools.

E. Health Centre Staffing – Scott is trying to post job postings on our Facebook page at least monthly.

F. Scholarship for Current Employees – No requests at this time. Scott will send an email to Shay Hoyt early in 2023.

G. Fundraising – Funds pending from the sales of Kinsmen Corvette tickets and we have our name on the list for the bottle collection at JT Wine & Spirits. No other fund raisers planned at this time. OPEN

8. RhPAP Update – Lynsey Robinson has been hired as the new South Zone rep. She is based out of Brooks and will try to visit Milk River soon. When she is available, committee members will be notified so we can have a meet and greet.

9. New Business

A. AGM – The date has been set for April 4, 2023. We will advertise for new members in advance.

B. Roundtable – General discussion on state of medical affairs in Milk River.

10. Next Meeting – the next meeting is scheduled for Tuesday, April 4, 2023, in the Milk River Council Chambers.

11. Adjournment – the meeting was adjourned by Colleen at 9:40 p.m.

Request for Decision

Mayors Report

March 13, 2023



RECOMMENDATION

That the Mayors Report for March 13, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Mayor Liebelt will provide a report from the Mayors Desk.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Riverside Community Golf Society Minutes
2. Chief Mountain Regional Solid Waste Services Commission Minutes

Riverside Community Golf Meeting 2023

- Meeting called to order Mar 6 @ 7:05 pm
- Attendance- Larry, John, Lee, Rick, Darcy, Doug, Beth, Darcy, Layne, Lance and Kristin
- Minutes read by Kristin, Lee moves to accept the minutes as information-carried
- Treasurer's Report read by John. Larry moves to accept the Treasures report as info. -carried

Old Business

- Campground – Lance motions to hire Nadine Clark for the campground under the same wage as Elisabeth, if she agrees. Lee seconds -carried.
- Greenskeepers – Doug completed job descriptions for the manager and maintenance workers. We have two previous employees coming back, and have received a few calls interested in a positions. Kristin will put an add on facebook, Doug will do posters and get them put up around town.
- Lee will continue to look for a gas BBQ, stores are still getting stuff ready for spring.
- Kristin will complete rules and campground worker job descriptions by next week.
- Layne motions to get Minty pine Portable bathrooms for May 1- carried
- Rough Mower – still under discussion
- Going to put back flush pump on hold for the time being. Layne will get a second quote.

New Business

- Layne has agreed to look after chemicals (fertilizer and fungicide). Kristin will get a message on facebook for volunteers to remove tarps as soon as the weather clears up.
- Lee motions to get the campground master program and basic laptop for campground worker use. 2nd by Layne -carried. Doug will organizes getting a laptop and the program.
- April 15th tentative date for groundskeepers to start.
- Kristin will call Bourne Industries to turn down kitchen fan, Thermax to service coolers and ice machine, and someone to clean the hood fan.
- Kristin and Doug will get advertising out for the Kitchen.
- Doug ran a bowling party. Said it went well. We will start allowing bowling parties again.

AED monthly testing

Next meeting Monday, Apr.3 2023 @7pm @ clubhouse.

Motion to adjourn by John. Carried.

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
FEBRUARY 8, 2023, AT THE TOWN OF MAGRATH.**

Members Present:

Brian Wickhorst – Village of Glenwood
Byrne Cook – Town of Magrath
Bryce Coppieters – Town of Raymond
Tyler Lindsay – Village of Warner
Randy Taylor – County of Warner

Tanya Smith – Village of Coutts
Wayne Harris – Cardston County
Larry Liebelt – Town of Milk River
Gary Bikman – Village of Stirling

Others Present:

Marian Carlson – SEO
Suzanne Pierson- Secretary/Treasurer

Lee Beazer – Operator

Commenced at 2:24 pm

Gary Bikman in the Chair.

AGENDA

Bryce Coppieters moved that the agenda be adopted as presented. Carried

MINUTES

Larry Liebelt moved that the minutes of the January 11, 2023, regular board meeting be adopted as presented. Carried

BUSINESS ARISING FROM THE MINUTES

Tanya Smith inquired as to the doors at the Milk River Transfer Station. The Operator advised that Lethbridge Door Systems has been contacted again regarding the door at the Milk River Transfer Station. They have ordered the materials and are waiting for them to come in.

NEW BUSINESS

The SEO advised that she has been working with both Hakon Skoien and Kim Welby on the projects they have been tasked to complete.

The SEO reported that there is a Community Energy Forum on February 23, 2023, in Claresholm and will be attended by the Operator.

Wayne Harris approved the SEO's report. Carried

The Operator reported that 751.265 tonnes of waste were delivered to the Landfill in January 2023 making the year-to-date total 751.265 tonnes.

Bryce Coppieters moved to approve the Operator's report.

Carried

Financial Statement

The Financial Statement for December 31, 2022 was reviewed.

Randy Taylor moved to accept the December 31, 2022, Financial Statement.

Carried

Approval of Bills

Bills for the month of January 2023 were reviewed.

Tanya Smith moved to approve the bills for January 2023.

Carried

CORRESPONDENCE

A letter from four municipalities (Town of Cardston, Town of Magrath, Town of Raymond, and Village of Stirling) regarding concerns and suggestions for the future of the Commission. The board inquired if a waste analysis should be completed again as was done for the Best Practice Study. The board would like the SEO to respond to the correspondence.

23-02 Randy Taylor moved to send a letter in reply to the four municipalities.

Carried

A letter from the Town of Magrath regarding the intent to annex land.

23-03 Tyler Lindsay moved to have a letter of response sent to the Town of Magrath.

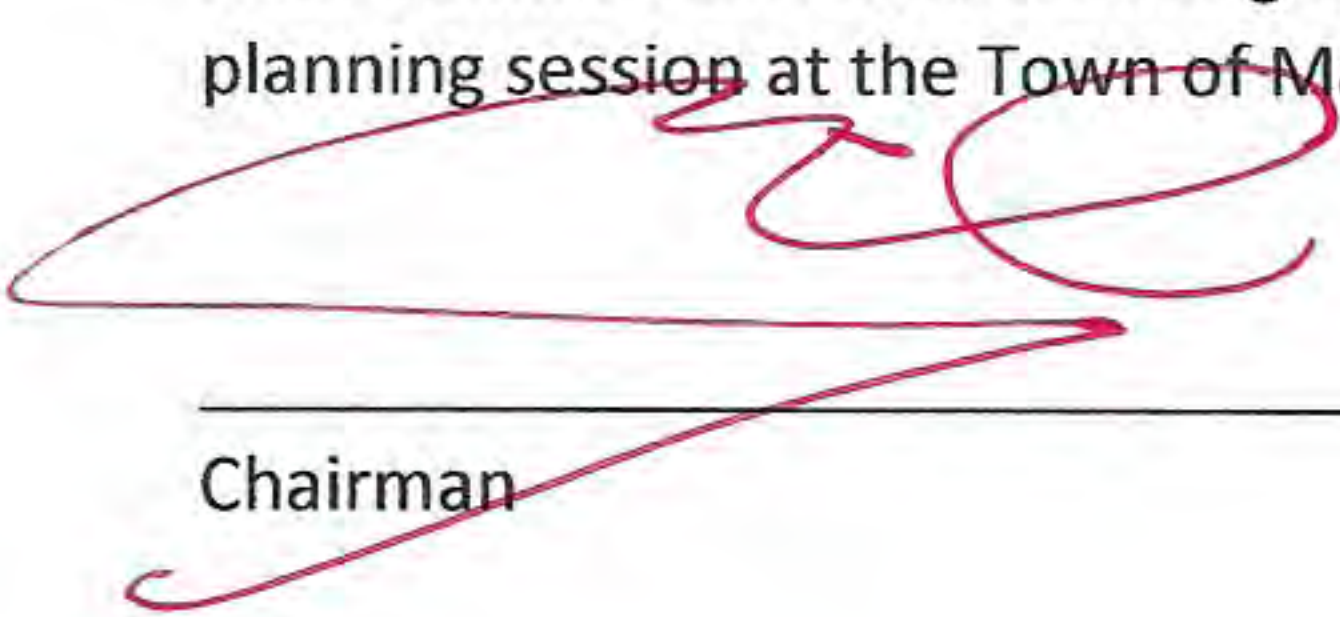
Carried

ADJOURNMENT

Bryce Coppieters moved meeting adjourned.

Adjournment at 2:55 p.m.

Next Commission board meeting is scheduled for Wednesday, March 8, 2023, at the conclusion of the planning session at the Town of Magrath.



Chairman