

Regular and Closed Meeting Agenda
for Tuesday, October 11, 2022, 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
3. Additions to the Agenda
4. Approval of Minutes
 - A) Minutes of the September 12, 2022, Regular Council Meeting
5. Business Arising from Minutes
6. Financial Report
 - A) Year to Date Operating Budget Report
7. Administration Reports
 - A) Public Works
 - B) Community Peace Officer
 - C) Chief Administrative Officer
8. Bylaws
9. Old Business
10. New Business
 - A) Correspondence
 - B) Municipal Internship Program
 - C) Chinook Arch Regional Library System
 - D) FortisAlberta Franchise Fees
 - E) ATCO Gas Franchise Fees
11. Councillors Reports
 - A) Authorities, Boards and Commission Minutes
12. Mayors Report
13. Closed Session
14. Adjournment

Request for Decision

Approval of Minutes

October 11, 2022



RECOMMENDATION

That the minutes for the September 12, 2022, regular council meeting be accepted as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)
Procedure Bylaw 952

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: September 12, 2022, regular council meeting minutes

Prior to Adoption

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, September 12, 2022, 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, Deputy Mayor Peggy Losey, Councillor Anne Michaelis, Councillor 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) Chinook Arch Regional Library

CEO Robin Hepher reviewed a power point presentation as well as the Plan of Service for Chinook Arch Regional Library.

Moved by Councillor Degenstein, **“that Council thank Mr. Hepher for his attendance, and accept the presentation on the Chinook Arch Regional Library as information.”**

Motion Carried 2022-09-04

B) RCMP

Cpl Mike Brown was in attendance to review statistical information, community priorities and the RCMP priorities as contained in the agenda package.

Clarity was provided on the three items Council would like to talk about whilst meeting with the RCMP and Solicitor Generals office at Alberta Municipalities Convention.

Moved by Councillor Michaelis, **“that Council thank Cpl Brown for his attendance and accept the presentation on RCMP Statistics as information.”**

Motion Carried 2022-09-05

C) MPE Engineering

Mr. Gavin Nummi was in attendance from MPE Engineering to provide background and an update on the regional water line proposal and lagoon upgrades in anticipation of the meeting with the Minister of Municipal Affairs during Alberta Municipalities convention.

Moved by Councillor Michaelis, **“that Council thank Mr. Nummi for his attendance and accept the presentation on the regional water line proposal and lagoon upgrades as information.”**

Motion Carried 2022-09-06

3. Additions to the Agenda

A) Adoption of the Agenda

Added items: 10F) Milk River Community Garden Letter
10G) Offensive Banner Letter

Moved by Councillor Degenstein, "that Council accept the agenda, as amended, for the regular council meeting on September 12, 2022."

Motion Carried 2022-09-01

4. Approval of Minutes

A) Minutes of the August 8, 2022, Regular Council Meeting

Moved by Deputy Mayor Losey, "that Council accept the regular council meeting minutes from Monday, August 8, 2022, as presented."

Motion Carried 2022-09-02

B) Business Arising from Minutes

None.

6. Financial Report

Moved by Councillor Degenstein, "that the Financial Report for the period ending August 31, 2022, be accepted as information."

Motion Carried 2022-09-03

7. Administration Reports

A) Public Works

Questions regarding projects and activities in public works were asked of and answered by Mr. Sean Butler, Foreman.

B) Community Peace Officer

Moved by Councillor Degenstein, "that the Community Peace Officer Report for the period ending August 31, 2022, be accepted as information."

Motion Carried 2022-09-07

C) Chief Administrative Officer

CAO Lloyd circulated and reviewed the report for the month of August. A strategic planning session is scheduled for November.

Moved by Deputy Mayor Losey, "that the Administration Reports for the period ending August 31, 2022, be accepted as information."

Motion Carried 2022-09-08

8. Bylaws

None.

A) Old Business

None.

B) New Business

10A) Correspondence

Moved by Councillor Johnson, **"that correspondence for the period ending September 12, 2022, be accepted as information."**

Motion Carried 2022-09-09

10B) Alberta Municipalities 2022 Resolutions Administrative Input

Moved by Councillor Degenstein, **"that the administrative input into the 2022 resolutions package from Alberta Municipalities be received for information."**

Motion Carried 2022-09-10

10C) National Day for Truth and Reconciliation: September 30th

Moved by Councillor Degenstein, **"that September 30, 2022, National Day for Truth and Reconciliation be recognized as a general holiday for Town of Milk River employees."**

Motion Carried 2022-09-11

10D) Roll 2604000 Penalties Waiver Request

Moved by Deputy Mayor Losey, **"that Council waive the outstanding and any additional penalty on roll 260400 until December 1, 2022."**

Motion Carried 2022-09-12

10E) October Regular Council Meeting Date Change Request

Moved by Councillor Johnson, **"that the regular council meeting for Monday, October 10 at 5:30 p.m. be rescheduled to Tuesday, October 11, at 5:30 p.m."**

Motion Carried 2022-09-13

10F) Offensive Banner Letter

Moved by Deputy Mayor Losey, **"that Council accept the offensive banner letter as information."**

Motion Carried 2022-09-14

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

11. Councillors Reports

Deputy Mayor Losey attended a Reside program session, as well as the Oldman River Regional Services Commission meeting and an economic development webinar.

Councillor Michaelis also attended the economic development webinar and attended the Milk River Health Professionals Attraction and Retention Committee meeting.

Councillor Johnson attended the Heritage Handi-Bus meeting, the Milk River and District Agricultural Society meeting.

Councillor Degenstein attended an FCSS meeting.

Moved by Councillor Degenstein, **"that the Councillors reports for the period ending September 12, 2022, be accepted as information."**

Motion Carried 2022-09-16

12. Mayors Report

Mayor Liebelt attended the Riverside Golf Course Society meeting, a School of Public Policy webinar through Alberta Municipalities and received MLA Hunters report for the cancelled Mayors and Reeves meeting.

Moved by Councillor Johnson, "that Council accept the Mayors Report as information."
Motion Carried 2022-09-17

13. Closed Session

None.

14. Adjournment

Moved by Deputy Mayor Losey, "that the regular council meeting of September 12, 2022, adjourn at 9:05 p.m."

Motion Carried 2022-09-18

Larry Liebelt
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the XX day of XXXXX 2022.

Request for Decision

Financial Report

October 11, 2022



RECOMMENDATION

That the Financial Report for the period ending September 30, 2022, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Currently, monthly check listing, accounts payable and the monthly bank balances are presented to council.

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. 2022 Year to Date Operating Budget



TOWN OF MILK RIVER

For the Period Ending September 30, 2022

General Ledger	Description	2021 YTD Actual	2022 YTD Budget	2022 YTD Actual	2022 YTD % Variance
GENERAL REVENUE					
1-00-00-111-00	Property Taxes Levied	-759,485.48	-791,254.18	-775,947.91	98.07
1-00-00-112-00	ASFP Residential Tax Levied	-150,998.04	-149,365.22	-156,301.93	104.64
1-00-00-113-00	ASFP Non Residential Tax Levied	-37,869.32	-45,194.96	-34,526.93	76.40
1-00-00-115-00	Homes For The Aged Tax Rate	-23,741.71	-21,201.44	-20,953.58	98.83
1-00-00-510-00	Penalties and Costs Levied on Taxes	-17,591.63	-10,000.00	-12,006.86	120.07
1-00-00-540-00	Revenues From Franchises	-164,100.46	-164,000.00	-149,270.31	91.02
1-00-00-550-00	Returns On Investments	-19,179.71	-20,000.00	-30,948.42	154.74
1-00-00-741-00	Fines And Costs	-1,140.00	0.00	0.00	0.00
* TOTAL GENERAL REVENUE		(1,174,106.35)	(1,201,015.80)	(1,179,955.94)	98.25
GENERL ADMINISTRATIVE REV					
1-00-00-755-00	Grants - MSI Operating	-58,715.00	-58,715.00	-58,715.00	100.00
1-12-00-410-00	Sales of Goods	-88.68	0.00	-67.45	0.00
1-12-00-420-00	Sale of Services	-2,387.68	0.00	-605.85	0.00
1-12-00-421-00	Certificates/Compliances	-2,850.00	0.00	-1,380.00	0.00
1-12-00-510-00	Tax Sale Costs Recovered	-240.00	-250.00	-225.00	90.00
1-12-00-520-00	Business Licenses	-1,937.00	-42,500.00	-5,453.50	12.83
1-12-00-560-00	Rental Revenues	-47,086.96	-40,000.00	-23,408.88	58.52
1-12-00-590-00	Other Revenue From Own Sources	-423.97	0.00	-2,242.42	0.00
* TOTAL GENERL ADMINISTRATIVE RE		(113,729.29)	(141,465.00)	(92,098.10)	65.10
FIRE DEPT SERV REV					
1-23-01-420-00	Sale of Services	-13,165.00	-7,500.00	0.00	0.00
1-23-01-850-00	Local Govt Conditional Grants	-14,494.69	-14,500.00	-3,000.00	20.69
* TOTAL FIRE DEPT SERV REV		(27,659.69)	(22,000.00)	(3,000.00)	13.64
BY-LAW ENFORCEMENT AND OTHER R					
1-26-00-520-00	Animal Licenses	-1,620.00	-1,660.00	-1,855.00	111.75
1-26-00-530-00	Fines	0.00	-1,500.00	-980.00	65.33

*	TOTAL BY-LAW AND OTHER	(1,620.00)	(3,160.00)	(2,835.00)	89.72
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LEGISLATIVE REV

1-11-00-590-00	Other Revenue From Own Sources	0.00	-5,603.79	-5,603.79	100.00
1-11-00-840-00	Provincial Conditional Grants	-2,000.00	0.00	0.00	0.00
1-11-00-850-00	Local Gov't Conditional Grants	-2,000.00	0.00	0.00	0.00

*	TOTAL LEGISLATIVE REV	(4,000.00)	(5,603.79)	(5,603.79)	100.00
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COMMON SERV/EQUIP POOL REV

1-31-00-590-00	Other Revenue From Own Sources	-1,346.00	0.00	-272.10	0.00
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*	TOTAL COMMON SERV/EQUIP POOL R	(1,346.00)	0.00	(272.10)	0.00
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ROADS, STREETS, WALKS, LIGHTS

1-32-00-100-00	Road Operating Special Levy	0.00	-24,750.00	-24,450.00	98.79
1-32-00-590-00	Other Revenue From Own Sources	0.00	-18.00	-18.00	100.00
1-32-00-920-00	Drawn From Roads, Walks Op. Reserve	0.00	-177,635.00	0.00	0.00

*	TOTAL RD, ST, WK, LT REV	0.00	(202,403.00)	(24,468.00)	12.09
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AIRPORT REV

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

1-41-00-420-00	Sales of Water	-298,236.32	-297,000.00	-190,759.24	64.23
1-41-00-510-00	Penalties	-1,618.30	-1,800.00	-1,448.26	80.46
1-41-00-590-00	Other Revenue From Own Sources	-1,162.50	-1,500.00	-597.00	39.80
1-41-00-940-00	Cont. From Capital Function	0.00	-317,957.76	0.00	0.00
1-41-02-420-00	Sales of Farm Water	-12,422.44	-7,500.00	-10,066.52	134.22

*	TOTAL WATER SUP & DISTR REV	(313,439.56)	(625,757.76)	(202,871.02)	32.42
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SANITARY SEWAGE SERVICE REV

1-42-00-410-00	Sales of Goods	-10.00	0.00	-20.00	0.00
1-42-00-420-00	Sales of Sewage Services	-102,445.74	-90,000.00	-66,616.49	74.02
1-42-00-421-00	Sales of Services - Other	-1,338.02	-500.00	-780.28	156.06

*	TOTAL SEWAGE REV	(103,793.76)	(90,500.00)	(67,416.77)	74.49
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GARBAGE COLL. & RECYCLING REV

1-43-00-420-00	Sales of Garbage Service	-119,211.41	-105,000.00	-80,193.62	76.37
1-43-00-590-00	OTHER REVENUE FROM OWN SOURCES	-95.00	0.00	-95.00	0.00
1-43-01-590-00	Recycling - Other	-1,150.03	-1,000.00	-1,294.04	129.40

*	TOTAL GARBAGE / RECYCLING REV	(120,456.44)	(106,000.00)	(81,582.66)	76.96
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TRANSFER STN REV

1-43-00-550-00	Return on Investments	-50.53	-50.00	-70.16	140.32
1-43-00-850-00	Conditional Local Government Transfers	-11,925.00	-12,000.00	-12,115.80	100.97
*	TOTAL TRANSFER STN REV	(11,975.53)	(12,050.00)	(12,185.96)	101.13

CEMETERY

1-56-00-420-00	Cemetery Sale of Service	-5,200.00	-2,500.00	-2,750.00	110.00
*	TOTAL CEMETERY	(5,200.00)	(2,500.00)	(2,750.00)	110.00

PLANNING & DEVELOPMENT

1-61-00-520-00	Development Permit Revenue	-530.00	-2,000.00	-350.00	17.50
1-61-00-521-00	Permit Revenue from Agencies	-1,154.26	-1,000.00	-9,206.37	920.64
*	TOTAL PLANNING & DEVELOP	(1,684.26)	(3,000.00)	(9,556.37)	318.55

SUBDIV, LAND & DEV REV

1-66-00-410-00	Sales of Land	-77,000.00	-25,000.00	0.00	0.00
*	TOTAL SUBDIV, LAND & DEV REV	(77,000.00)	(25,000.00)	0.00	0.00

REC GENERAL REV

1-72-00-420-00	Sale of Services	0.00	0.00	-2,863.10	0.00
*	TOTAL REC GENERAL REV	0.00	0.00	(2,863.10)	0.00

REC - CAMPGROUND REV

1-72-01-420-00	Campground Sale of Services	-16,828.37	-18,000.00	-14,539.73	80.78
*	TOTAL REC - CAMPGROUND REV	(16,828.37)	(18,000.00)	(14,539.73)	80.78

RECREATION - POOL REV

1-72-02-410-00	Sale of Goods - Pool	-20.00	0.00	-8.55	0.00
1-72-02-420-00	Sales of Services - Pool	-5,100.49	-5,500.00	-5,671.43	103.12
1-72-02-560-00	Pool Rentals	0.00	0.00	-142.86	0.00
1-72-02-590-00	Other Revenue from Own Sources	-42.00	0.00	0.00	0.00
1-72-02-850-00	Local Gov't Conditional Grants	-24,535.23	-24,500.00	0.00	0.00
*	TOTAL RECREATION - POOL REV	(29,697.72)	(30,000.00)	(5,822.84)	19.41

**** TOTAL OPERATING REV**

(2,003,001.97)	(2,488,920.35)	(1,707,821.38)	68.62
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GENERAL EXPENDITURES

2-00-00-741-00	School Found. Program Requisition	183,980.56	183,980.56	91,990.28	50.00
2-00-00-752-00	Ridge Country Housing	23,804.26	21,201.44	21,201.44	100.00

2-00-00-990-00	Discount on Taxes	22,055.98	15,000.00	10,270.09	68.47
*	TOTAL GEN EXPENSES	229,840.80	220,182.00	123,461.81	56.07

LEGISLATIVE EXP

2-11-00-110-00	Remuneration	28,000.12	30,000.00	20,275.09	67.58
2-11-00-120-00	Benefits	457.80	600.00	0.00	0.00
2-11-00-210-00	Contracted Services	10,893.89	5,000.00	18,191.02	363.82
2-11-00-213-00	Insurance	397.00	397.00	397.00	100.00
2-11-00-215-00	Training-Legislative	0.00	15,000.00	5,278.59	35.19
2-11-00-510-00	Legislative Supplies	8,860.07	2,000.00	2,331.90	116.60
2-11-00-770-00	Grants To Individuals and Organizations	5,002.02	20,000.00	1,740.45	8.70
2-11-01-110-00	Election - Honorarium	2,135.00	0.00	0.00	0.00
2-11-01-212-00	Election - Advertising	1,400.00	0.00	0.00	0.00
2-11-01-510-00	Election - Materials, Goods & Supplies	1,274.78	0.00	0.00	0.00
*	TOTAL LEGISLATIVE	58,420.68	72,997.00	48,214.05	66.05

GENERAL ADMINISTRATIVE

2-12-00-810-00	Bank Charges/Short Term Interest	0.00	200.00	530.68	265.34
2-12-00-990-00	Other Trans. Discounts & Adjustments	4,736.52	5,000.00	5,003.41	100.07
2-12-00-110-00	Salaries & Wages - Admin	140,693.89	143,000.00	110,901.59	77.55
2-12-00-120-00	Benefits	27,846.02	28,000.00	26,757.17	95.56
2-12-00-210-00	Contracted Services	133,120.53	90,000.00	69,657.37	77.40
2-12-00-211-00	Postage & Post. Machine Lease	7,005.84	7,000.00	5,996.35	85.66
2-12-00-212-00	Advertising	1,772.81	750.00	358.19	47.76
2-12-00-213-00	Insurance	19,471.61	20,193.00	20,193.00	100.00
2-12-00-214-00	Repairs & Maintenance	9,391.64	25,000.00	241.90	0.97
2-12-00-215-00	Training-Admin	0.00	6,500.00	1,395.00	21.46
2-12-00-510-00	Materials, Goods and Supplies	12,739.97	10,000.00	2,928.72	29.29
2-12-00-511-00	Utilities	20,332.20	20,691.30	15,002.64	72.51
*	TOTAL GEN ADMINISTRATIVE	377,111.03	356,334.30	258,966.02	72.68

FIRE DEPARTMENT SERVICES

2-23-01-110-00	Honourarium	12,055.00	15,000.00	0.00	0.00
2-23-01-210-00	Contracted Services	7,371.04	7,500.00	4,450.79	59.34
2-23-01-213-00	Insurance	6,302.18	6,478.32	6,748.32	104.17
2-23-01-214-00	Repairs & Maintenance	4,817.47	9,000.00	2,963.00	32.92
2-23-01-215-00	Fire Training	240.00	1,000.00	0.00	0.00
2-23-01-510-00	Materials, Goods & Supplies	5,830.71	10,000.00	4,196.91	41.97
2-23-01-511-00	Utilities	10,752.63	11,500.00	9,475.01	82.39
2-23-01-513-00	Fuel - Town	302.77	1,200.00	428.81	35.73
2-23-01-990-00	Other Transactions/Discounts/Adjustments	19.08	0.00	11.13	0.00
2-23-03-513-00	Fuel - County	854.69	1,200.00	767.42	63.95
*	TOTAL FIRE SERVICES	48,545.57	62,878.32	29,041.39	46.19

DISASTER SERVICES

2-24-00-210-00	Disaster Services Contracted Services	500.00	2,000.00	0.00	0.00
*	TOTAL DISASTER SERVICES	500.00	2,000.00	0.00	0.00

BY-LAW ENFORCEMENT AND OTHER E

2-26-00-210-00	Contracted Services	31,794.03	32,000.00	24,781.25	77.44
2-26-00-215-00	Provincial Policing	21,128.50	23,128.00	23,128.00	100.00
2-26-00-510-00	Materials, Goods & Supplies	339.73	500.00	371.97	74.39
*	TOTAL BY-LAW EXP	53,262.26	55,628.00	48,281.22	86.79

COMMON SERVICES/EQUIPMENT POOL

2-31-00-110-00	CSEP Salaries and Wages	24,197.50	30,000.00	20,416.61	68.06
2-31-00-120-00	CSEP Benefits	11,307.20	2,000.00	10,419.10	520.96
2-31-00-210-00	CSEP Contracted Services	3,208.06	5,000.00	2,378.56	47.57
2-31-00-213-00	CSEP Insurance	6,615.28	0.00	5,953.95	0.00
2-31-00-214-00	CSEP Repairs & Maintenance	18,410.23	10,000.00	10,366.47	103.66
2-31-00-215-00	Training-CSEP	0.00	1,000.00	816.16	81.62
2-31-00-510-00	CSEP Materials, Goods, Supplies	12,807.77	12,000.00	12,928.97	107.74
2-31-00-511-00	CSEP Utilities	12,391.05	14,000.00	10,567.84	75.48
2-31-00-513-00	CSEP Fuel	22,582.20	25,000.00	26,308.80	105.24
2-31-00-990-00	Other Trans. Discounts & Adjustments	17.49	12,000.00	14.31	0.12
*	TOTAL CSEP EXP	111,536.78	111,000.00	100,170.77	90.24

RDS, STR, WLK, LTS EXP

2-32-00-213-00	Insurance	706.46	660.27	660.27	100.00
2-32-00-214-00	Repairs and Maintenance	96,215.52	85,000.00	49,757.91	58.54
2-32-00-510-00	Materials, Goods and Supplies	6,374.97	12,000.00	10,928.53	91.07
2-32-02-511-00	Street Lights	65,749.37	65,000.00	51,111.61	78.63
2-32-00-110-00	Salaries and Wages	14,459.99	20,000.00	11,539.14	57.70
2-32-00-120-00	Benefits	2,111.04	1,500.00	2,258.27	150.55
2-32-00-210-00	Contracted Services	48,013.82	50,000.00	23,194.98	46.39
*	TOTAL RDS, STR, WLK, LTS EXP	233,631.17	234,160.27	149,450.71	63.82

AIRPORT EXP

2-33-00-210-00	Contracted Services	54.65	200.00	44.10	22.05
2-33-00-213-00	Insurance	2,916.05	3,051.84	3,051.84	100.00
2-33-00-214-00	Repairs and Maintenance	8,452.00	5,000.00	0.00	0.00
2-33-00-510-00	Materials, Goods and Supplies	3,369.08	100.00	297.67	297.67
2-33-00-511-00	Airport Utilities	1,280.79	1,500.00	1,049.35	69.96
2-33-00-513-00	Fuel-Airport	0.00	500.00	0.00	0.00
*	TOTAL AIRPORT EXP	16,072.57	10,351.84	4,442.96	42.92

WATER SUP & DISTR EXP

2-41-00-990-00	Other Trans., Dis. & Adjustments	3,492.25	3,500.00	3,251.00	92.89
2-41-01-110-00	Water Treatment Salaries	52,733.63	30,000.00	34,414.69	114.72
2-41-01-120-00	Water Treatment Benefits	8,960.12	2,000.00	7,374.06	368.70
2-41-01-210-00	W.T. Contracted Services	21,056.52	38,000.00	19,756.36	51.99
2-41-01-213-00	Water Treatment Insurance	15,805.87	16,270.67	16,270.67	100.00
2-41-01-214-00	W.T. Repairs and Maintenance	15,279.69	18,000.00	778.44	4.32
2-41-01-510-00	W.T. Materials, Goods & Supplies	18,776.94	15,000.00	15,109.58	100.73
2-41-01-511-00	Water Treatment Utilities	37,568.00	38,000.00	34,197.31	89.99
2-41-02-110-00	P&P Salaries	0.00	0.00	390.00	0.00
2-41-02-120-00	P&P Benefits	0.00	0.00	73.65	0.00
2-41-02-213-00	P&P Insurance	1,954.71	2,710.36	2,710.36	100.00
2-41-02-214-00	P&P Repairs and Maintenance	187.74	50,000.00	39,348.47	78.70
2-41-02-510-00	P&P Materials, Goods & Supplies	139.99	200.00	188.32	94.16
2-41-02-511-00	P&P Utilities	10,434.01	35,000.00	9,013.79	25.75
2-41-03-110-00	Trans. Lines Salaries	3,558.39	0.00	697.44	0.00
2-41-03-120-00	Trans. Lines Benefits	523.33	0.00	130.41	0.00
2-41-03-210-00	Trans. Lines Contracted Services	3,512.31	5,000.00	2,975.06	59.50
2-41-03-213-00	Trans. Lines - Insurance	393.86	421.43	421.43	100.00
2-41-03-214-00	Trans. Lines Repairs and Maintenance	17,215.01	20,000.00	304.16	1.52
2-41-03-510-00	Trans. Lines Materials, Goods & Supplies	19,552.01	20,000.00	6,202.63	31.01
* TOTAL WATER SUP & DISTR EXP		231,144.38	294,102.46	193,607.83	65.83

SANITARY SEWER EXP

2-42-00-110-00	Salaries and Wages	9,203.85	27,500.00	9,237.10	33.59
2-42-00-120-00	Benefits	1,081.15	2,000.00	1,906.00	95.30
2-42-00-210-00	Contracted Services	2,966.46	10,500.00	7,820.74	74.48
2-42-00-213-00	Insurance	1,506.19	1,609.76	1,609.76	100.00
2-42-00-214-00	Repairs and Maintenance	10,878.89	30,000.00	13,455.36	44.85
2-42-00-510-00	Materials, Goods and Supplies	3,305.16	7,500.00	10,040.25	133.87
2-42-00-511-00	Utilities	6,467.23	7,500.00	7,112.57	94.83
2-42-00-990-00	Other Trans., Discounts & Adjustments	1,217.50	1,500.00	1,278.75	85.25
* TOTAL SANITARY SEWER EXP		36,626.43	88,109.76	52,460.53	59.54

GARBAGE COLL. & RECYCLING EXP

2-43-00-990-00	Other Trans., Disc. & Adjustments	1,233.50	2,500.00	1,124.00	44.96
2-43-01-210-00	Recycling Contracted Services	6,163.93	5,000.00	4,822.10	96.44
2-43-01-213-00	Recycling Insurance	52.19	0.00	55.85	0.00
2-43-01-510-00	Materials, Goods & Supplies	0.00	750.00	0.00	0.00
2-43-00-110-00	Salaries and Wages	34,488.38	36,000.00	25,117.09	69.77
2-43-00-120-00	Benefits	3,759.70	2,700.00	5,285.22	195.75
2-43-00-213-00	Insurance	0.00	0.00	641.44	0.00
2-43-00-214-00	Garbage Repairs and Maintenance	4,348.22	5,000.00	5,190.76	103.82
2-43-00-510-00	Garbage Materials, Goods, Supplies	9,002.73	1,500.00	34.80	2.32
2-43-00-513-00	Fuel	8,855.73	10,000.00	7,858.81	78.59
2-43-00-765-00	Con't To Own Mun. Agencies	26,864.60	27,500.00	25,991.53	94.51

*	TOTAL GARBAGE & RECYCLING EXP	94,768.98	90,950.00	76,121.60	83.70
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TRANSFER STATION EXP

2-43-00-111-00	Wages - Transfer Station	21,696.92	19,000.00	15,843.31	83.39
2-43-00-121-00	Transfer Station Benefits & W.C.B.	355.76	3,000.00	302.85	10.10
2-43-00-211-00	Transfer Stn. Supply / Service / Repair	36.99	5,000.00	14.99	0.30
2-43-00-511-00	Transfer Station Cell Phone/Utilities	1,740.12	2,000.00	1,415.00	70.75

*	TOTAL TRANSFER STATION EXP	23,829.79	29,000.00	17,576.15	60.61
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F.C.S.S.

2-51-00-770-00	Grants To Individuals & Organizations	6,293.47	6,484.00	6,483.68	100.00
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*	TOTAL F.C.S.S.	6,293.47	6,484.00	6,483.68	100.00
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CEMETERIES AND CREMATORIUMS

2-56-00-770-00	Grants To Individuals & Organizations	2,000.00	5,000.00	5,000.00	100.00
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*	TOTAL CEMETERIES	2,000.00	5,000.00	5,000.00	100.00
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MUNICIPAL PLANNING & ZONING EX

2-61-00-210-00	Contracted Services	24,005.43	42,000.00	12,135.20	28.89
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*	TOTAL MUNICIPAL PLANNING & ZON	24,005.43	42,000.00	12,135.20	28.89
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ECON. DEV./COMM SERV EXP

2-62-00-210-00	EDT - Contracted Services	0.00	1,000.00	1,212.50	121.25
2-62-00-510-00	EDT Materials, Goods and Supplies	25.97	1,000.00	2,365.70	236.57
2-62-00-765-00	EDT Con't To Own Mun. Agencies	900.12	0.00	824.00	0.00
2-62-00-770-00	Grants to Individuals & Organizations	4,890.00	5,000.00	4,890.00	97.80

*	TOTAL ECON. DEV./COMM SERV EXP	5,816.09	7,000.00	9,292.20	132.75
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SUBDIV, LAND & DEV EXP

2-66-00-210-00	Contracted Services	0.00	100,000.00	25,430.40	25.43
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*	TOTAL SUBDIV, LAND & DEV EXP	0.00	100,000.00	25,430.40	25.43
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RECREATION - GENERAL

2-72-00-110-00	Gen. Rec. Salaries and Wages	90,828.40	50,000.00	63,954.85	127.91
2-72-00-120-00	Gen. Rec. Benefits	13,134.27	3,500.00	11,183.99	319.54
2-72-00-210-00	Gen. Rec. Contracted Services	13,172.28	20,000.00	7,335.00	36.68
2-72-00-213-00	Gen. Rec. Insurance	4,805.35	0.00	5,135.90	0.00
2-72-00-214-00	Gen. Rec. Repairs & Maintenance	5,364.98	7,000.00	1,386.86	19.81
2-72-00-215-00	Training-Gen Rec	0.00	1,500.00	0.00	0.00
2-72-00-510-00	Gen. Rec. Materials, Goods & Supplies	4,982.51	6,000.00	2,828.61	47.14
2-72-00-511-00	Gen. Rec. Utilities	26,733.43	28,000.00	22,107.98	78.96

* TOTAL REC - GENERAL	159,021.22	116,000.00	113,933.19	98.22
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RECREATION - CAMPGROUND

2-72-01-210-00	Con. Services - Campground	620.00	1,500.00	588.75	39.25
2-72-01-213-00	Insurance - Campground	309.11	330.35	330.35	100.00
2-72-01-214-00	Repairs & Maintenance - Campground	155.99	8,000.00	7,328.81	91.61
2-72-01-510-00	Mat., Goods & Supplies - Campground	5,577.30	2,500.00	2,618.80	104.75
2-72-01-511-00	Utilities - Campground	17,977.69	20,000.00	34,153.76	170.77

* TOTAL REC - CAMPGROUND	24,640.09	32,330.35	45,020.47	139.25
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RECREATION - POOL

2-72-02-110-00	Salaries and Wages - Pool	41,074.16	30,000.00	33,595.49	111.98
2-72-02-120-00	Benefits - Pool	1,784.81	1,500.00	1,613.59	107.57
2-72-02-210-00	Contracted Services - Pool	10,985.43	5,000.00	3,939.13	78.78
2-72-02-212-00	Advertising - Pool	0.00	100.00	0.00	0.00
2-72-02-213-00	Insurance - Pool	1,847.86	1,974.84	1,974.84	100.00
2-72-02-214-00	Repairs & Maintenance - Pool	5,215.60	10,000.00	1,104.37	11.04
2-72-02-215-00	Training-Pool	0.00	2,000.00	3,743.74	187.19
2-72-02-510-00	Materials, Goods & Supplies - Pool	10,260.82	10,000.00	5,789.09	57.89
2-72-02-511-00	Utilities - Pool	10,065.60	10,000.00	9,041.96	90.42
2-72-02-990-00	Other - Pool	0.00	0.00	0.00	0.00

* TOTAL RECREATION - POOL	81,234.28	70,574.84	60,802.21	86.15
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REC - GOLF COURSE EXP

2-72-03-510-00	Golf Course Materials, Goods & Supplies	0.00	0.00	164.00	0.00
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* TOTAL REC - GOLF COURSE EXP	0.00	0.00	164.00	0.00
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CULTURE & LIBRARY EXP

2-74-00-765-00	Cont. To Own Mun. Agencies	13,417.52	21,000.00	20,782.24	98.96
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* TOTAL CULTURE & LIBRARY EXP	13,417.52	21,000.00	20,782.24	98.96
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** TOTAL EXPENDITURES	1,831,718.54	2,028,083.14	1,400,838.63	69.07
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***P TOTAL (SURPLUS) / DEFICIT	(171,283.43)	(460,837.21)	(306,982.75)	66.61
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CAPITAL GRANTS & REVENUES

1-00-00-590-00	Municipal Capital Levy	-29,901.76	0.00	-24,783.09	0.00
1-00-00-750-00	Grants - MSI Capital	75,623.00	0.00	0.00	0.00
1-00-00-760-00	Grants - FGTF	-60,163.00	-118,558.00	0.00	0.00

* TOTAL CAPITAL GRANTS & REVENUE	(14,441.76)	(118,558.00)	(24,783.09)	20.90
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** TOTAL CAPITAL GRANTS & REVENUE	(14,441.76)	(118,558.00)	(24,783.09)	20.90
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CAPITAL PROJECTS

2-31-00-762-00	CSEP Capital	0.00	12,000.00	0.00	0.00
2-32-00-762-00	Roads, Sidewalks, Streetlights Capital	51,801.85	347,635.00	212,020.24	60.99
2-41-00-762-00	Water Capital	0.00	693,000.00	711,400.50	102.66
2-42-00-762-00	Sewer Capital	0.00	10,000.00	19,555.02	195.55
2-72-01-762-00	Campground Capital	0.00	12,000.00	0.00	0.00
* TOTAL CAPITAL PROJECTS		51,801.85	1,074,635.00	942,975.76	87.75

AMORTIZATION

2-12-00-550-00	Admin-Amortization	14,817.01	0.00	0.00	0.00
2-23-01-550-00	Fire & Ambulance-Amortization	37,333.33	0.00	0.00	0.00
2-33-00-550-00	Roads Amortization	130,846.76	0.00	0.00	0.00
2-41-03-550-00	Water-Amortization	221,329.03	0.00	0.00	0.00
2-42-00-550-00	Sewer-Amortization	128,522.86	0.00	0.00	0.00
2-43-00-550-00	Garbage-Amortization	31,357.15	0.00	0.00	0.00
2-72-00-550-00	Gen Rec-Amortization	51,047.76	0.00	0.00	0.00
* TOTAL AMORTIZATION		615,253.90	0.00	0.00	0.00
** TOTAL CAPITAL EXPENDITURES		667,055.75	1,074,635.00	942,975.76	87.75
***** TOTAL REVENUES OVER EXPENDITUR		481,330.56	495,239.79	611,209.92	123.42

*** End of Report ***



TOWN OF MILK RIVER
For the Period Ending September 30, 2022

Page 1 of 1
2022-Oct-5
1:57:05PM

General Ledger	Description	2022 Opening Balance	2022 YTD Balance
CHEQUING ACCOUNTS			
3-12-00-120-00	General Bank Chequing Account (ATB)	1,218,094.67	(307,208.53)
3-12-00-130-00	General Savings Account (ATB)	0.00	759,089.99
3-97-00-120-00	AMIP Bank Account (ATB)	0.00	0.00
3-97-03-120-00	MSI Bank Account (ATB)	0.00	0.00
* TOTAL CHEQUING ACCOUNTS		1,218,094.67	451,881.46
TOWN TERM DEPOSITS			
3-00-00-311-00	Gen. Short Term Operating GIC (No Res)	0.00	0.00
3-12-02-311-00	General Operating Reserve GIC	93,306.66	0.00
3-23-00-316-00	Fire Hall Capital GIC	0.00	0.00
3-23-00-317-00	Fire Truck Capital GIC	125,807.82	0.00
3-41-00-310-00	Water Capital GIC	274,680.38	310,077.21
3-43-00-310-00	Equipment Replacement Capital GIC	183,469.71	345,163.77
3-72-01-310-00	Campground Capital GIC	0.00	0.00
3-72-01-315-00	Gen. Recreation Capital GIC	0.00	0.00
3-97-00-315-00	General Capital GIC	466,537.28	504,647.75
* TOTAL TOWN TERM DEPOSITS		1,143,801.85	1,159,888.73
ARMS LENGTH TERM DEPOSITS			
3-12-00-140-00	Alumni GIC	5,161.82	5,161.82
3-32-00-312-00	S.I.P. Grant Capital GIC	0.00	0.00
3-43-00-315-00	Transfer Station Operating GIC	4,958.91	5,029.07
* TOTAL ARMS LENGTH TERM DEPOSIT		10,120.73	10,190.89
**P TOTAL CASH AND INVESTMENTS		2,372,017.25	1,621,961.08

*** End of Report ***

Request for Decision

Administration Reports

October 11, 2022



RECOMMENDATION

That the Administration Reports for the period ending September 30, 2022, 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
3. Chief Administrative Officer Report



Public Works Foreman's Report

REGULAR COUNCIL MEETING

Monday, October 12th, 2022

General:

- Dig grave on September 8th & fill on September 10th.
- Setup & takedown of bouncy castles for Harvest party, September 24th.
-

Parks and Rec:

- Mowing of diamonds, Kinsmen, Lot 39, empty field east of Kinsmen & ditches as needed. As well as airport & around water treatment plant. (Both zero-turn & large mower)
- Remove old sewer dump station at campground in preparation for paving, September 7th.
- Dig up & repair irrigation line leak between west ball diamond & Kinsmen Park. Dig September 13th, parts & repair on September 16th.
-
-

Roads:

- Walk through with MPE Engineering, Jenex & town for Main St water main replacement & paving, September 9th.
- Saal Paving doing needed paving at locations that were ready, September 9th.
- Fill various potholes, September 14th & 15th.
- Fill around curb with soil, 7th Ave NE & County Rd, September 21st.
- Dig out along curb & gutter in preparation for cement pour at 204-1st St NW, September 21.
- Cleanup of dirt in preparation for sidewalk replacement at 116-1st Ave NE, September 23.
- Fill curb at with gravel in front of ATB & wheelpack, September 26th.
- Fill edge of driveway with coldmix at couple driveways in 6th Ave cul-de-sac, September 15th.

Water & Wastewater:

- WATER:
 - 2x weekly Bacteriological sampling, done each Monday.
 - Resident at 525 County Rd asked us to come and sample water coming out of sump pump. Was a good rain, followed by hot water tank breaking, now sump pump is running every 4 minutes. Tested water & tried to identify if leak or just water leftover from hot water tank breaking. Inconclusive, will monitor with residents to see course of action.
 - Turn off & back on water for resident as leak in house at 329-1st Ave NE, September 26 & 27th.
 - **3x meter read requests & one shutoff on September 29th**
- WTP:
 - N/A.
- RAW WATER:
 - Basin water level remains near full. River flow has diminished as of end of September.
 - Blow out infiltration galleries on September 28th while river still flowing well.
 - Sand filter #1 has finally dried enough to rake up, September 12th-14th. Shovel out & run drag over empty sand filter to begin filling with water again, September 15th.
 - Dig up of non-functioning main valve where water enters aeration basin #1. Work completed on September 30th.
 -
- SEWER WORK:
 - Camera sewer at 425-2nd Ave NE, September 1st.
 - Resident at 204-1st St NW reported that sewer was backing up into basement. They believed it to be from paving that was done day before. Checked & sewer main was plugged on their street. (They are only resident affected where plug was.) Promptly had sewer flush truck come & flush problem street. **We believe that it was "flushable" wipes that caused blockage, as flush truck pulled up bits and pieces.**
- SEWAGE LAGOONS:
 - Application of ActiZyme enzyme to sewage lagoons to aid in removal of sludge & general buildup has completed for year as of end of September.
 - Cummins annual generator maintenance completed at sewer lift station on September 6th.

Garbage:

- Weekly garbage pickup: Milk River residential on Tuesday, Coutts on Wednesday, Warner on Thursday & Milk River businesses on Friday.
- Yard waste bag collection continues on each Monday, or Tuesday if holiday falls on Monday.

Swimming Pool:

- End of season.
- Clean & flush sand filter, September 19th.
-

Airport:

- Weekly run to airport to check condition of road in and runways, for unwanted activity. (when enzyme bags are done at sewage lagoons)

Waste Transfer Station:

- N/A.

Staff Management:

- N/A.

Education & Training:

- Weekly safety meeting on each Wednesday morning.
- **One staff member to "Parks & Sports Fields Level 1", two day course on September 6th & 7th in Lacombe, AB.**
- **One staff member to "Pool Operator Level 2", four day course on September 26th – 29th in Calgary, AB.**

Projected Plans:

- Dig up old cement driveway at town property, 709 Main St, first part of October.
- Crosswalk painting, first week in October.
- Drain pool & ready for winter, first week in October.
- One staff member to Wastewater Treatment Level 2 & Water Distribution Level 2 training in Calgary, October 11-14th.

Respectfully submitted

Town of Milk River Public Works

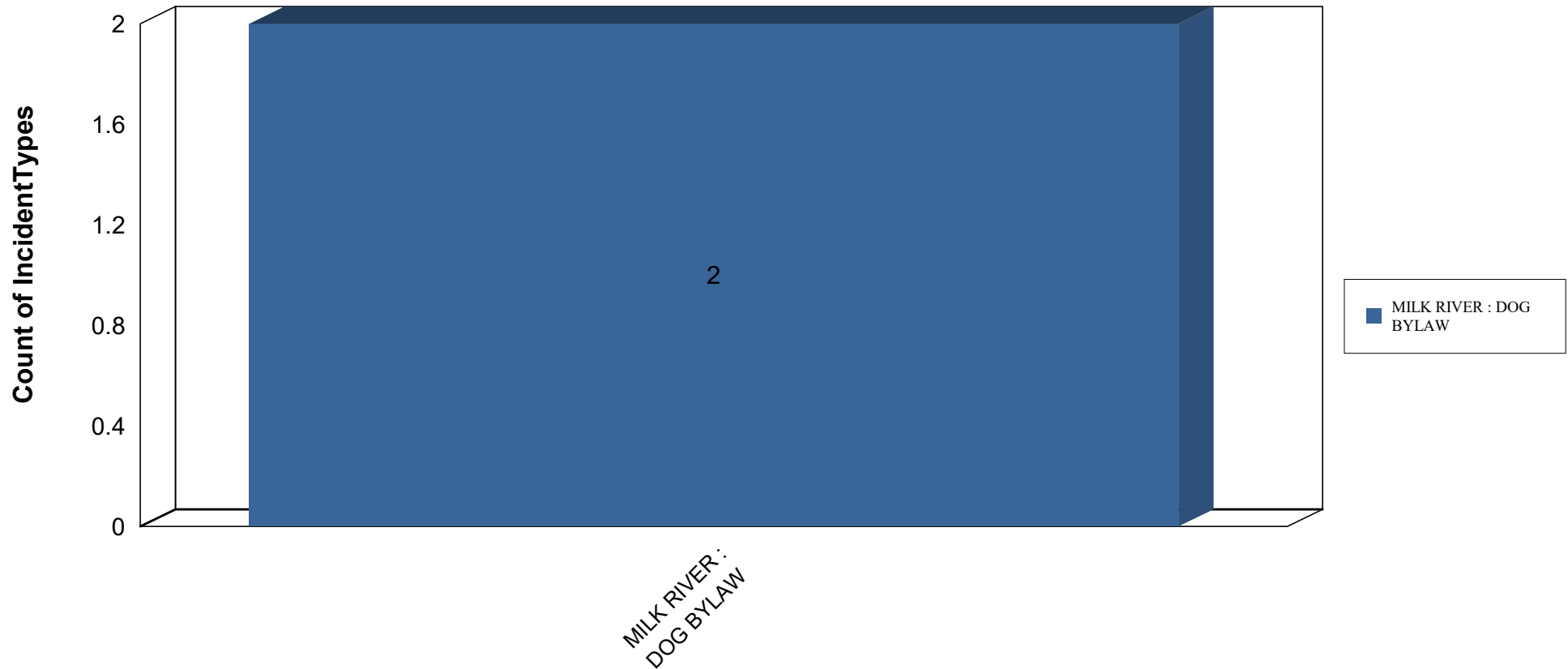
Municipal Enforcement

Statistics from: 9/1/2022 12:00:00AM to 9/30/2022 11:59:00PM

Count of Reports Completed



Count of Incident Types



MILK RIVER : DOG BYLAW

<u>Location</u>	<u>Case Number</u>	<u>Incident Type</u>	<u>Officer</u>	<u>Date</u>
Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : MILK RIVER	RRPSS2022-0441	MILK RIVER : DOG BYLAW	MELANIE MAREK	2022/09/19 2030

Specific Location MILK RIVER

Report Synopsis : Assist Police - aggressive dog placed in kennel by RCMP

Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : MILK RIVER	RRPSS2022-0448	MILK RIVER : DOG BYLAW	ROSS BOND	2022/09/23 1348
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Specific Location

NEAR 8 FLAGS CAMPGROUND

Report Synopsis : REPORT OF DOG LOSE BY 8 FLAGS CAMPGROUIND

100.00% # of Reports: 2 Case Report MILK RIVER : DOG BYLAW

Grand Total: 100.00% Total # of Incident Types Reported: 2 Total # of Reports: 2

Grand Total: 100.00% Total # of Incident Types Reported: 2

Chief Administrative Officer Report

September 2022



Administration

- Council meeting
- Council meeting minutes
- Council meeting highlights for newsletter
- Renamed newsletter: Milk River Reader
 - Educational series will be called Milk River Moments: first one on baby/disinfectant wipes in sewer system
- Staff meeting
- **Mayors' queries**
- Walk in visitors
- Phone calls
- Prepare briefing notes for ministers on regional water line and lagoon
- Prepare provincial cabinet portfolio for council
- Attend Alberta Municipalities Convention Sept 20-23
- Submit municipal intern application

Public Works

- Attend weekly safety meetings
- Construction meetings with MPE and Jenex - Main Street Water Main Replacement. Final progress certificate and walk through
- 6th Avenue Cul de Sac curb and gutter
- Numerous Travis Permits
- Work with MPE on history of regional water line and lagoon
- Alberta Transportation - enviro pump on property

Planning & Development

- Development inquiries/meetings
- Discussion with MPE on 8th Avenue lot grading plans. 2023 budget item
- Telus: installation of fibre to the hospital
- Site visits regarding development permits

Community Development

- Review grant application for FCSS for community project
- Erle Rivers School career development set up for 5 weeks
- Meetings with LL regarding splash park and pool upgrades

Economic Development

- VIC operating costs provided to Business Association
- Attend Rural Pathways Immigration workshop

Protective Services

- Fire ban lifted
- Start energy efficiency grant for lighting in fire hall
- New public alerting interface: training involved

Request for Decision

Correspondence

October 11, 2022



RECOMMENDATION

That correspondence for the period ending October 11, 2022, 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

Fortis Alberta 2023 Proposed Rates	
Alberta Infrastructure	
Service Line Warranties of Canada	
Alberta Justice and Solicitor General	



Sept. 29, 2022

RE: Proposed FortisAlberta 2023 Distribution Rates

As your electrical distribution provider, FortisAlberta appreciates serving you as a customer and we look forward to continuing our partnership. Within this letter, we are sharing the highlights of our 2023 Proposed Distribution Tariff – comprised of Distribution Rates and Transmission Rates, currently filed with the Alberta Utilities Commission (AUC). While these are not yet approved, we recognize that the information contained here may be helpful for Municipal, Industrial, and Commercial customers for budget planning purposes.

We know how important reliability is to our customers, so we prudently design, build and maintain our distribution network to ensure power is there when needed. The investments we make in our system benefit all customers and ensure continued safe and reliable provision of distribution services regardless of where customers reside in our service territory. All transmission charges, whether increases or decreases, from the Alberta Electric System Operator (AESO) are flowed through (i.e., passed on as is) to customers via the transmission rates. Transmission rates will see a decrease on a forecast basis while distribution rates, which are generally not subject to any true-up (i.e., revision or correction), will see an increase in 2023.

Pending approval of our submission on Sept. 26, 2022, from the AUC under proceeding 27671, following is a summary of the proposed 2023 rate changes, which would become effective Jan. 1, 2023:

1. FortisAlberta has submitted proposed changes to our Distribution Rates and the Transmission Rates.
2. FortisAlberta has proposed adjustments to the AUC for the Maximum Investment Levels, and Fees.

Note: 2023 rates may also be impacted by other applications and fees outside of FortisAlberta's control, including the AESO transmission Rider C, the Balancing Pool Allocation Rider, and Municipal Franchise Fee Riders.

The attached Rate chart(s) illustrate the estimated percentage and monetary changes, from your December 2022 to January 2023 bundled bill from your retailer, for each rate class based on estimated consumption. Please note that these bill and change estimates are valid only for the estimated consumption shown. Actual bill and change will depend on the actual consumption as well as other factors specified above.

We thank you for the opportunity to advise you of these pending updates. We'll be sending additional communications once our 2023 Rates are approved. In the meantime, please feel free to contact your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Hunka".

Dave Hunka
Manager Municipalities

FortisAlberta
2023 Proposed Rates
Average Monthly Bill Impacts by Rate Class
Including Energy, Retail, and DT Rates & Riders

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2022 Bill	Jan 2023 Bill	\$ Difference	% Change
11	Residential	300 kWh		\$97.89	\$99.63	-\$1.74	1.8%
		640 kWh		\$169.58	\$171.84	-\$2.26	1.3%
		1200 kWh		\$287.68	\$290.79	-\$3.11	1.1%
21	Farm (Breaker) (Closed)	900 kWh	5 kVA	\$126.95	\$130.39	-\$3.45	2.7%
		1,400 kWh	10 kVA	\$426.39	\$431.20	-\$4.81	1.1%
		7,500 kWh	25 kVA	\$1,851.35	\$1,858.69	-\$7.34	0.4%
22	Farm (Demand Metered)	700 kWh	10 kVA	\$310.96	\$317.66	-\$6.70	2.2%
		3,000 kWh	20 kVA	\$892.12	\$901.76	-\$9.64	1.1%
		15,000 kWh	60 kVA	\$3,723.88	\$3,739.73	-\$15.85	0.4%
26	Irrigation (Seasonal Bill)	6,000 kWh	20 kW	\$2,281.39	\$2,266.11	\$15.27	-0.7%
		14,518 kWh	33 kW	\$4,765.38	\$4,685.16	\$80.22	-1.7%
		45,000 kWh	100 kW	\$14,239.40	\$13,997.02	\$239.38	-1.7%
31	Street Lighting (Investment)	5,144 kWh	12,500 W	\$3,397.32	\$3,465.94	-\$68.62	2.0%
33	Street Lighting (Non-Investment)	7,900 kWh	12,000 W	\$2,014.22	\$1,965.81	\$48.41	-2.4%
38	Yard Lighting	5,000 kWh	12,000 W	\$2,267.15	\$2,287.48	-\$20.34	0.9%
Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.							
41	Small General Service	1,083 kWh	5 kW	\$298.95	\$298.80	\$0.15	-0.1%
		2,165 kWh	10 kW	\$560.07	\$558.34	\$1.73	-0.3%
		10,825 kWh	50 kW	\$2,649.04	\$2,634.70	\$14.34	-0.5%
44/45	Oil and Gas Service	2,590 kWh	7.5 kW	\$699.61	\$703.73	-\$4.12	0.6%
		5,179 kWh	15 kW	\$1,334.94	\$1,342.34	-\$7.40	0.6%
		25,895 kWh	75 kW	\$6,417.56	\$6,451.25	-\$33.69	0.5%
61	General Service	32,137 kWh	100 kW	\$5,838.83	\$5,747.53	\$91.30	-1.6%
		63,071 kWh	196 kW	\$11,279.33	\$11,098.56	\$180.77	-1.6%
		482,055 kWh	1500 kW	\$85,970.21	\$84,577.59	\$1,392.62	-1.6%
63	Large General Service	824,585 kWh	2500 kW	\$138,408.5	\$139,949.1	-\$1,540.56	1.1%
		1,529,869 kWh	4638 kW	\$242,263.0	\$244,803.42	-\$2,540.32	1.0%
		3,298,338 kWh	10,000 kW	\$513,065.2	\$518,112.93	-\$5,047.69	1.0%
65	Transmission Connected Service	The Distribution Component will increase from \$44.38971/day to \$46.761747/per day. The Transmission Component is the applicable rate of the AESO.					

Notes:

Seasonal Bills

Rate 65 Customers receive a flow through of AESO DTS costs,

For the purposes of bill comparisons, proposed charges are calculated using the simplified method. Actual charges will be calculated in accordance with the proposed rate schedule.

Riders Included:

- Municipal Franchise Fee (Average by Rate Class)
- Municipal Assessment Rider (0.79% on July 1, 2022)
- 2022 Base TAR & 2023 Base TAR
- 2022 Q4 QTAR
- 2022 BPAR & 2023 BPAR

Retail / Energy Price Assumptions:

Rates 11 thru 45 -- October 2021 to September 2022 Average EEAI RRT Rates

Rates 61 & 63 -- August 2021 to July 2022 Average EPCOR Default Supply Rates

CUSTOMER CONTRIBUTIONS SCHEDULES

Table 1
Maximum Investment Levels for Distribution Facilities
when the Investment Term is 15 years or more

Type of Service	Proposed 2023 Maximum Investment Level*
Rate 11 Residential	\$2,776 per service
Rate 11 Residential Development	\$2,776 per service, less FortisAlberta's costs of metering and final connection
Rate 21 FortisAlberta Farm and Rate 23 Grain Drying	\$6,297 base investment, plus \$901 per kVA of Peak Demand
Rate 26 Irrigation	\$6,297 base investment, plus \$1002 per kW of Peak Demand
Rate 38 Yard Lighting	\$896 per fixture
Rate 31 Street Lighting (Investment Option)	\$3,241 per fixture
Rate 41 Small General Service	\$6,297 base investment, plus \$1002 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,297 base investment, plus \$1002 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$6,297 base investment, plus \$1002 per kW for the first 150 kW, plus \$125 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$113 per kW of Peak Demand, plus \$124 per metre of Customer Extension

Notes:

Maximum investment levels are reduced if the expected Investment Term is less than 15 years.

*Proposed 2023 Maximum Investment Levels as filed with AUC on Sep. 26, 2022



ALBERTA
INFRASTRUCTURE

Office of the Minister

RECEIVED

SEP 21 2022

AR 53078

September 15, 2020

His Worship Larry Liebelt
Mayor
Town of Milk River
Box 270
Milk River, AB T0K 1M0

Dear Mayor Liebelt:

Thank you for your July 11, 2022 letter regarding support for the Milk River Community Business Association. As Minister of Infrastructure, I appreciate the opportunity to respond.

The Non-Government User (NGU) policy was adopted by the Alberta Government in the fall of 2021 to create an equitable leasing model for organizations using government space, similar to models already in place in other provinces. In time of significant budgetary challenges, this policy will help government manage the Province's buildings and facilities in a cost effective way to ensure responsible stewardship of public funds.

Per your request, unfortunately there are no exemptions of the NGU Policy. If the Milk River Community Business Association wishes to continue to occupy and operate the facility, a minimum cost recovery lease is required along with a declaration of support as a tier one entity from Jobs, Economy and Innovation. This declaration of support is not tied to any grant funding agreements whatsoever. Please refer any grant funding requests directly to Jobs, Economy and Innovation.

In addition to exploring grant opportunities, the Town could explore lowering leasing costs to Infrastructure through direct payment of utilities, custodial and groundskeeping costs with your existing suppliers. This would also assist in meeting the requirements of a cost recovery lease.

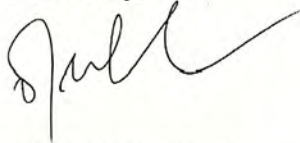
.../2

His Worship Larry Liebelt
Page Two

Please contact Trevor Robertson, Strategic Asset Planner, by phone at 780-668-4173 or email at trevor.robertson@gov.ab.ca if you have any questions or concerns regarding the lease of the Visitor Information Centre moving forward.

Thank you for taking the time to write.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nick', with a long horizontal flourish extending to the right.

Nicholas Milliken
Minister

cc: Honourable Doug Schweitzer
Minister, Jobs, Economy and Innovation

Honourable Nate Horner
Minister, Agriculture, Forestry and Rural Economic Development

Honourable Ron Orr
Minister of Culture and Status of Women

Grant Hunter
MLA Taber-Warner

David Swanson
Milk River Community Business Association

David Goldstein
Chief Executive Officer, Travel Alberta

Jim Willett
Mayor, Village of Coutts

Randy Taylor
Reeve, Warner County

RECEIVED

SEP 21 2022

JON HOOD
CHIEF ADMINISTRATIVE OFFICER
TOWN OF MILK RIVER-AB
PO BOX 270
MILK RIVER AB T0K 1M0
CANADA

September 6, 2022

Dear Jon,

I'm reaching out to share some exciting news. The Town of Bashaw is the first Alberta municipality to offer optional repair service plans from Service Line Warranties of Canada (SLWC), an approved supplier of the Rural Municipalities of Alberta (RMA). Town officials decided to implement this program to protect homeowners from the expense and inconvenience of a water or sewer line failure.

With the economic challenges currently being faced by consumers across Canada, it is more important than ever that municipalities have solutions to ensure the safety and livability of citizens' homes and help residents avoid unexpected household repair expenses.

Offered at no cost to municipalities, the SLWC program educates homeowners about their service line responsibilities and provides optional, affordable protection from unanticipated service line repair costs. Homeowners in participating municipalities are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$10,000 per occurrence.

Benefits to residents and municipalities include:

- Educates homeowners and reduces local officials' frustration
- No cost for municipalities to participate
- Optional 5% royalty paid to municipal program partners for use of logo helps drive dollars back to the city
- Affordable rates for residents
- Increases citizen satisfaction

Important features of the program:

1. Program pays for the repairs, not your residents
2. Customers are provided with a 24/7/365 repair hotline staffed with live agents
3. All repairs performed to local code by rigorously vetted, licensed and insured local-area contractors
4. Encompasses all aspects of administration – educational outreach, billing, customer service, repairs, customer satisfaction measurement and partner reporting

SLWC currently partners with over 70 municipalities in Canada to offer this optional protection. To date 40,000 Canadian households have chosen to participate, purchasing over 75,000 service contracts. The program performs over 4,000 repairs annually, saving Canadian homeowners over \$5 million. The program is offered by HomeServe, a leading provider of home repair solutions in North America, with an outstanding reputation.

Enclosed is the press release announcing our new Alberta partner. We would welcome the opportunity to discuss the benefits of adopting this program for your citizens. Please feel free to reach out to Morty Smolash at mamolash@slwofc.ca or 514-894-3546 to set up a time to chat.

Sincerely,



Mike Van Horne
General Manager

Town of Bashaw Provides Homeowners Access to Low-Cost Home Repair Plans

NEWS PROVIDED BY

HomeServe

June 21, 2022, 09:00 ET

New Program with Service Line Warranties Canada (SLWC) is a First for Alberta Municipalities

BASHAW, AB, June 21, 2022/CNW/ - You notice a strange puddle in the front yard of your home. Or maybe a particularly unpleasant smell is wafting around your house, but you can't figure out the source. Worse, an unexplainable spike in your water bill or noticeably lower water pressure in your sinks and showers. These are issues homeowners face every day, and many don't realize that these problems are in most cases their responsibility to repair.

Service Line Warranties of Canada, or SLWC, offers optional repair service plans with the aim of protecting homeowners from these situations – and starting June 2022, Bashaw homeowners will be the first in the province of Alberta to have access to SLWC plans. Officials in the Town of Bashaw decided to implement this new optional program so that residents have the opportunity to spare themselves from the worry and cost when a failure occurs to the water or sewer line that connects their home to the town's systems.

SLWC'S no-deductible, low-cost service plans provide protection for repairs that are not covered under standard homeowner's insurance or by the town, filling a gap in coverage that residents can now have the chance to fill. The Town of Bashaw and SLWC work towards the same goal: to ensure resident homeowners do not have to pay hundreds or even thousands of dollars out of pocket for a repair and don't have to worry about finding a reputable contractor to do the work.

"We are excited to make these optional, low-cost repair plans available to our residents through a proven, reputable program like Service Line Warranties," says CAO Theresa Fuller. "Every homeowner knows that sometimes, unfortunate things happen. To provide access to our residents with a way to eliminate the financial burden or worry from these situations is a huge win for our community."

Since the SLWC program began in 2014, Canadian homeowners have saved more than \$6 million in repair expenses. While the program partnership marks the first for SLWC in the Province of Alberta, Bashaw joins 65 municipalities in Ontario that also provide their residents access to SLWC



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

AR 52496

September 28, 2022

Dear Mayor/Reeve:

The Government of Alberta is recognizing and endorsing the following International Holocaust Remembrance Alliance working definition of anti-Semitism through an order-in-council.

“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

Thirty-five countries, including Canada in 2019, endorsed or adopted this definition. Along with Alberta, three other provinces: Ontario (2020), Québec (2021) and New Brunswick (2021) have already endorsed or adopted the definition.

The *Alberta Human Rights Act* prohibits discrimination on the basis of several categories, including race, religious beliefs, colour, ancestry, and place of origin. All forms of racism are unacceptable, and endorsing this definition is just one way Alberta’s government is combating racism, supporting racialized communities, and promoting a safe and welcoming province for everyone.

The Government of Alberta is asking all municipalities across Alberta to consider accepting and amending their bylaws to reflect this definition.

Sincerely,

Honourable Tyler Shandro, KC, ECA

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs

Request for Decision

Municipal Internship Program

October 11, 2022



RECOMMENDATION

That Council approve the 2023 Municipal Internship Program application to Municipal Affairs.

LEGISLATIVE AUTHORITY

BACKGROUND

The Alberta Municipal Internship Program is Canada's largest and longest running program of its kind. The program supports the development of new professionals in municipal administration, finance, and land-use planning in order to build capacity in Alberta municipalities.

Internships are 18-months in length and start in May of each year. Municipalities and planning service agencies approved to participate are provided a \$60,000 grant to help offset the costs associated with hosting an intern.

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. Application

MUNICIPAL INTERNSHIP - QUESTIONNAIRE

If more space is required, please upload an attachment.

ORGANIZATION and SUPERVISION

1. What makes your municipality (organization) a good host for an intern (e.g. organizational culture, variety of experiences, unique opportunities, etc)?

The Town of Milk River previously hosted an intern in the 2016-2017 year. In the history of the internship program, many interns have gone on to successfully become CAO's.

The culture within the administration and operations of Milk River is one of inclusiveness and of continuous learning. This environment, coupled with the small town atmosphere provides any candidate with the opportunity for hands on learning, developing their knowledge and skills related to a municipal environment. As Milk River has a small contingency of administrative roles, an intern will have first hand experience related to the core learning areas and a multitude of supplemental areas.

(max 4000 characters)

2. What is the name, title, and email address of your proposed primary and alternate supervisors?

Kelly Lloyd, Chief Administrative Officer, cao@milkriver.ca

(max 4000 characters)

3. Why has the primary supervisor been chosen for this role and how will they support the intern?

The CAO in a small community has numerous responsibilities, many of which demand more time and attention than is currently possible. The addition of an intern under the administrative stream will allow for development and implementation of many governance items, including but not limited to: bylaw and policy review and revision, records management, service level analysis, communication and economic development.

Support from the CAO (and in turn from the rest of the team) is vital to the success of the intern's experience.

(max 4000 characters)

LEARNING CULTURE

4. What is your organization's perspective on learning and training for staff? How will the proposed supervisors(s) support the intern's professional development

The CAO is a strong proponent of professional development. Having presented in previous years to new interns as the LGAA president, I highly encouraged all interns to keep an open mind, be inquisitive, and basically be a sponge. Participation in the Alberta Municipalities convention and definitely LGAA's conference will be mandatory. Intern's usually are involved at the organizing level of LGAA's annual conference. In addition to the technical learning the intern will experience, one of the most important aspects of participating in professional development is the networking and relationship building that an intern can develop.

The CAO has had conversations with the CAO from the County of Warner, who also supports the internship program. Supplemental learning of our rural partner and the relationships is very important to gain an understanding of how inter-municipal collaboration works. There is a regional group of municipalities (4) that also meet to discuss items such as shared services and advocacy areas of a regional nature that the successful candidate will be exposed to.

(max 4000 characters)

5. In addition to a recent post-secondary graduate, what other characteristics, skills, or qualifications are you looking for in your successful intern candidate?

Strong interpersonal skills; communication skills; organizational skills; problem solving and decision making skills; self initiative; adaptability; prioritization; research skills; diplomacy

(max 4000 characters)

INTERN WORKPLAN

Host municipalities provide interns with hands-on work experiences and opportunities to gain a broad understanding of municipal government and administration, while building technical skills and competencies in departments across the organization. Administrator interns will rotate through all departments, while Finance Office and Land Use Planner interns will be based in those specific departments with experiences in other departments supplementing their work to ensure a well-rounded internship experience.

6. Based on the stream you are applying for, describe how your intern will gain experience in the core and non-core internship modules (see ACP Guidelines, Schedule 4 for more information)?

Through attendance at council meetings, the intern will witness democracy at work, the application of the MGA, how meetings are conducted as well as the decision making process. Mentoring the intern through expectations, service level discussions and the budget process to provide an overview of what it means to provide sustainable service delivery in a small municipality with finite resources.

(max 4000 characters)

7. What projects or initiatives do you anticipate having your intern be involved in as part of their experience? How will this contribute to their learning and development as a new municipal professional?

The intern will take on the role of the legislative clerk, be heavily involved in public engagement, land use and community development surrounding the creation of a community park, inventory of municipal agreements, bylaw and policy review. As an administrator for a small community, the ability to manage several projects simultaneously is advantageous. Many projects overlap and systemically can be addressed at a high level.

(max 4000 characters)

8. What benefits is your organization anticipating from hosting an intern?

Benefits anticipated from hosting an intern include the development of programs that can be managed by a finite amount of resources plus the alignment of bylaws and policies related to sustainable service delivery. The biggest benefit of all is not only to the town itself, but the population of individuals seeking to pursue a career as a public servant in municipal government.

(max 4000 characters)

FOR FINANCE OFFICER AND LAND USE PLANNER APPLICANTS (ONLY):

9. How will the supervisor and organization support your intern should he/she wish to pursue his/her professional designation (e.g. RPP or CPA)?

(max 4000 characters)

APPLICATION CERTIFICATION

Certification Type:

☒ Chief Administrative Officer ☐ Representative

☒ I, **Kelly Lloyd**, the CAO of the **Town of Milk River**, certify that all information contained within this application to the Alberta Community Partnership program is true and correct and that all Alberta Community Partnership program funds will be used in accordance with the Alberta Community Partnership Grant Program Guidelines.

Request for Decision

Chinook Arch Regional Library System

October 11, 2022



RECOMMENDATION

That Council approve the Chinook Arch Library Board 2023-2026 Municipal Levy Schedule.

LEGISLATIVE AUTHORITY

BACKGROUND

Chinook Arch Regional Library System provides a cost-efficient way for municipalities in southwestern Alberta to collaborate with neighbouring communities to ensure that all area residents can experience the life-changing power of public libraries. As a member-driven regional service organization made up of 41 member municipalities, Chinook Arch's mission is to support thriving libraries and thriving communities.

Chinook Arch is primarily funded through a per capita member levy that is set by the Chinook Arch Library Board. Any proposed increase to the member levy must be approved by 2/3 of member councils representing 2/3 of the total member population (27 councils representing 138,075 residents).

The proposed 2023-2026 Levy Schedule includes modest increases in each of the four years. The Board believes that this proposed schedule will allow Chinook Arch to continue to support its member libraries while addressing rising costs associated with inflation and high energy prices. Thanks to the 5% levy reduction Chinook Arch instituted in 2021, the proposed 2023-2026 levies are lower than 2019-2022 levies that were approved by councils in 2018.

The following chart shows the 2023-2026 Municipal Levy Schedule, with proposed increases listed in dollars and percentages:

Year	Proposed Municipal Levy	Annual Increase (\$)	Annual Increase (%)	Library Board Fee	Total Proposed Levy	Total Levy Annual Increase
Current	\$ 7.76				\$ 11.33	
2023	\$ 7.93	\$ 0.17	2.19%	\$ 3.57	\$ 11.50	1.50%
2024	\$ 8.09	\$ 0.16	2.02%	\$ 3.57	\$ 11.66	1.39%
2025	\$ 8.22	\$ 0.13	1.61%	\$ 3.57	\$ 11.79	1.11%
2026	\$ 8.32	\$ 0.10	1.22%	\$ 3.57	\$ 11.89	0.85%

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. Letter

From: [Carolyn Schinkel](#)
To: [Larry Liebelt](#); cao@milkriver.ca
Subject: Municipal Council Action Request: Chinook Arch Regional Library System Proposed Levy Schedule
Date: September 16, 2022 11:10:12 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[Chinook Arch 2023-2026 Budget Memo Milk River.pdf](#)
Importance: High

Dear Mayors/Reeves and CAOs of Chinook Arch Regional Library System Member Municipalities:

Please find attached a memo outlining Chinook Arch's proposed levy schedule for the years 2023 – 2026. The proposed levy schedule was approved by the Chinook Arch Library Board at its August 2022 meeting, and will only take effect if it is approved by two thirds of member municipalities representing two thirds of the total service population.

Like many organizations, Chinook Arch has seen cost increases relating to fuel, utilities, and supplies and equipment. Nevertheless, the proposed levy schedule is still \$0.09 per capita lower than the 2019-2022 levy schedule approved by member councils in 2018.

On behalf of the Chinook Arch Library Board, I respectfully request that your council consider the proposed levy schedule as soon as is practicable, and pass a motion stating whether or not it is acceptable to you. Please advise us of your decision at your earliest convenience.

Chinook Arch CEO Robin Hepher is available to answer any questions that your council may have about the proposed levy schedule. To arrange for him to speak to your council, please contact Chinook Arch at 403-380-1500 or email arch@chinookarch.ca.

Sincerely yours,

Carolyn Schinkel

Office Administrator

Office: 403-380-1520 | Fax: 403-380-3550



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM



www.chinookarch.ca

Memo

September 12, 2022

To: Town of Milk River Mayor and Council

From: Vic Mensch, Chair of the Chinook Arch Library Board

Re: Chinook Arch Library Board 2023-2026 Budget and Member Levy

Chinook Arch Regional Library System provides a cost-efficient way for municipalities in southwestern Alberta to collaborate with neighbouring communities to ensure that all area residents can experience the life-changing power of public libraries. As a member-driven regional service organization made up of 41 member municipalities, Chinook Arch's mission is to support thriving libraries and thriving communities. We are excited about our 2023-2026 Plan of Service (see attached) and what it means for libraries and library users in your area!

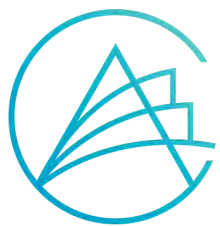
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The following chart shows the 2023-2026 Municipal Levy Schedule, with proposed increases listed in dollars and percentages:

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2025	\$ 8.22	\$ 0.13	1.61%	\$ 3.57	\$ 11.79	1.11%
2026	\$ 8.32	\$ 0.10	1.22%	\$ 3.57	\$ 11.89	0.85%

We respectfully request that your council pass a resolution on the proposed 2023-2026 Municipal Levy Schedule. Kindly forward a copy of the council resolution to Chinook Arch.



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

PLAN OF SERVICE

2023 - 2026

PLAN OF SERVICE THEMES

1 Getting Butts Back in the Library

2 Programming/Programming Support

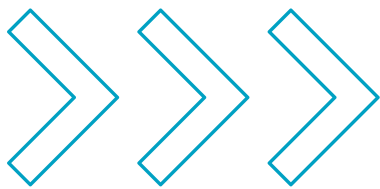
3 Community Outreach

4 Technology Support

5 Language Learning/Serving Immigrant Communities



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM



Getting Butts Back in the Library



Identified Need

In the wake of the COVID-19 pandemic, attendance at libraries is still recovering. Other challenges persist, including a lack of awareness about the services and programs available at the library.



Key Activities

- Explore the use of targeted marketing (email, social media) to encourage library use by members of the public
- Develop system-wide contests, games, etc. designed to draw people into the library
- Develop customized/curated information packets aimed at specific groups of users (eg. home schoolers) highlighting ways in which the library can make their lives easier
- Explore the creation of a “library of experts” that can deliver in-library programming
- Explore ways to centrally support in-library programming from a funding standpoint, eg. subsidizing mileage and fees of presenters
- Assist libraries with measuring library visits through the provision of the door counters



Output Measures

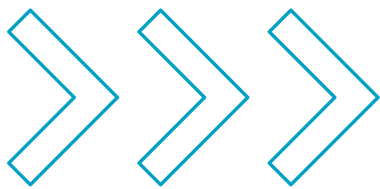
- Library use and attendance as measured by door counters
- Attendance at library programs and events
- Number of events held at libraries
- Turnover rates of specific genres in response to customized recommendations



Impact

- The library is a community hub that provides relevant, high-quality programs and services to visitors
- The library is able to offer consistently high quality programming that meets the needs of its community
- Identified target groups are more likely to access library resources
- Patron reporting that their engagement with library collections, services, and programs is positively impacted by targeted communication





Programming/ Programming Support



Identified Need

Libraries would like to offer more programming, but face many challenges, including: limited resources, marketing and promotion, and more.



Key Activities

- Develop a collection of programming kits that are unique, relevant, fun, and easy for library staff to use
- Explore communication strategies that highlight the library as a potential partner for other organizations that are delivering services in the area
- Develop strategies for sharing/replicating successful programs across the region
- Explore hiring staff to coordinate and/or deliver programming at member libraries



Output Measures

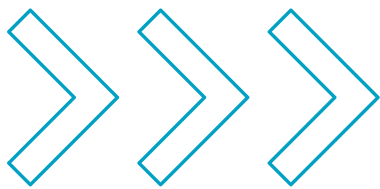
- Number of programming kits created and used by member libraries
- Number of partnerships developed for program delivery
- Number of programs shared across the region
- Number of person hours invested in programming and programming support



Impact

- Member libraries are a destination for engaging and educational programming for a wide range of demographics
- Libraries are seen as a preferred partner for other organizations in the community
- Attendance at library programs increases





Community Outreach



Identified Need

Many members of the community still aren't aware of all that the library has to offer, and some may never enter the library building. How can libraries get out into the community to meet people where they're at?



Key Activities

- Explore the development of "Pop-Up" library kits to allow libraries to offer services off-site
- Develop display units and outreach kits to assist libraries in promoting their services at fairs, markets, meetings, etc.
- Attend inter-agency meetings, etc. to gain awareness of what's happening in communities and to identify potential partners
- Explore directly supporting member libraries in offering community outreach



Output Measures

- Use of the "Pop-Up" library kits
- Number of books signed out/memberships created at Pop-Up library events
- Use of the tabletop displays
- Attendance at inter-agency meetings

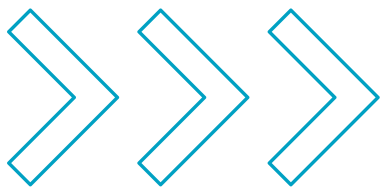


Impact

- Community members are more aware of the library
- Library services are extended to people who otherwise might not have access



4



Technology Support



Identified Need

Keeping up with technological change is difficult when funds and resources are limited. Libraries face challenges in maintaining/replacing computers and other IT equipment, and in keeping up with trends in consumer electronics.



Key Activities

- Explore ways to assist libraries with technology replacement
- Explore system-wide implementation of a point of sale system
- Explore system-wide implementation of a “print from mobile device” system
- Explore print management software for in-library use
- Explore strategies for developing digital literacy for seniors and recent immigrants
- Expand Wi-Fi hot spot lending program



Output Measures

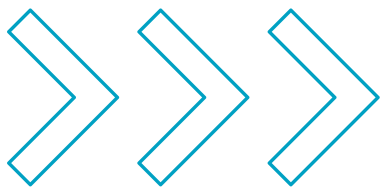
- Number of computers/devices updated annually
- Use of point of sale system
- Use of mobile printing system/print management software
- Number of digital literacy training sessions attended
- Number of Wi-Fi hot spots available/loaned



Impact

- The library offers reliable, fast access to printing and other technologies
- Library technology is current, sustainable, and secure
- Residents feel confident navigating their devices and software
- Residents enjoy more equitable access to the internet and enhanced participation in the digital economy





Language Learning/ Serving Immigrant Communities



Identified Need

Communities are seeing an increase in the number and variety of immigrant populations. Libraries have many services to offer members of immigrant groups, but face challenges in getting the word out and in providing services that are helpful and appropriate.



Key Activities

- Improve online access to resources for English language learners
- Explore the development of shared collections aimed developing literacy
- Explore the development of shared collections for language learning
- Develop lists of resources for recent immigrants
- Provide opportunities for professional development for library staff in the area of serving recent immigrants
- Develop partnerships with community organizations that are working with immigrant populations
- Identify funding sources from governmental and NGO agencies working in the immigrant settlement sector



Output Measures

- Circulation of literacy and language learning collections
- Usage of online language learning resources
- Attendance at professional development sessions
- Partnerships developed

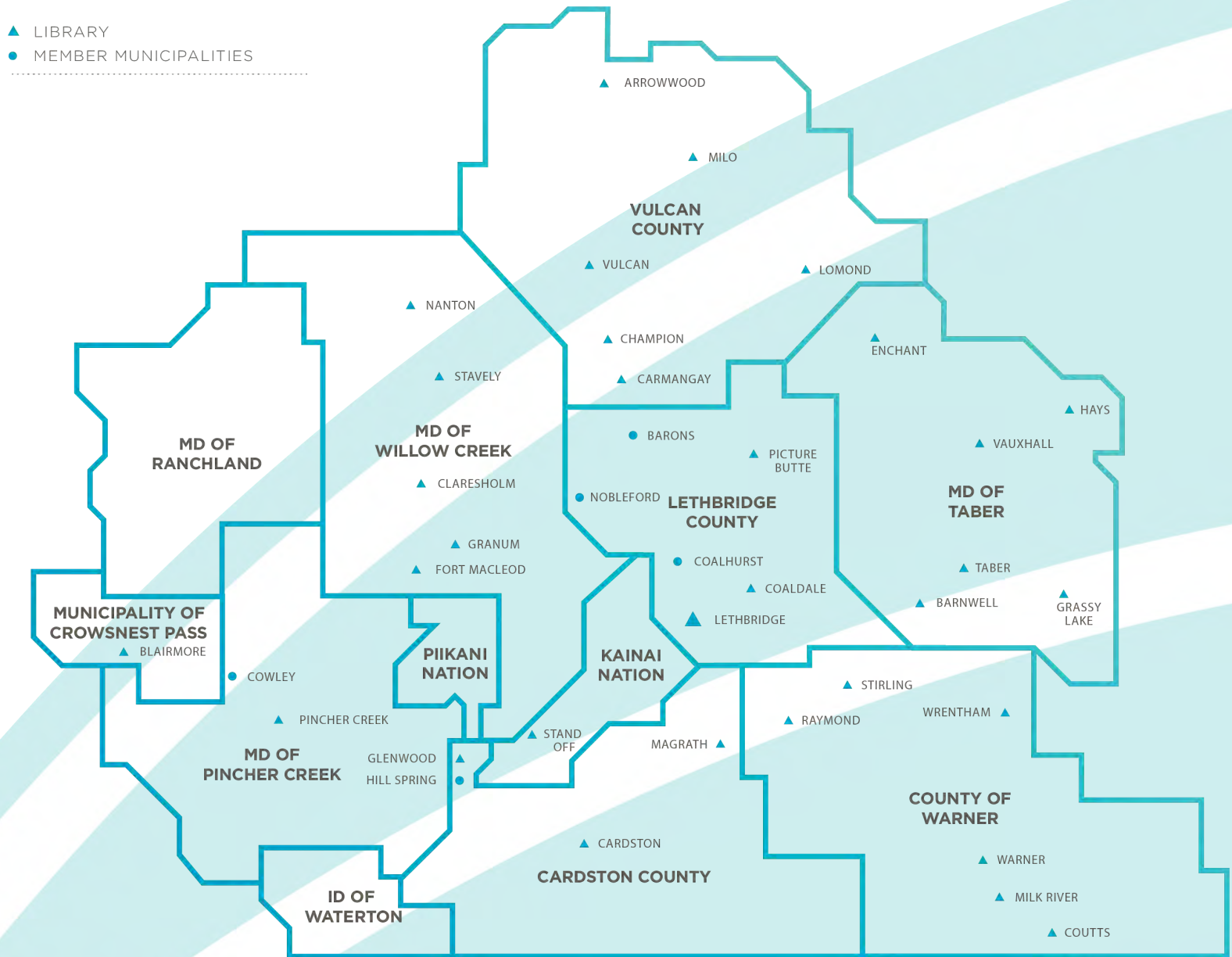


Impact

- The library is a partner with other community organizations supporting recent immigrants
- Recent immigrants use library resources to improve their lives
- Partner organizations and immigrants see the library as a key access point for resources and support



THRIVING LIBRARIES.
THRIVING COMMUNITIES.



Contact Us

2902 7 Avenue North
Lethbridge, AB T1H 5C6

403-380-1500
arch@chinookarch.ca

www.chinookarch.ca



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Request for Decision

FortisAlberta Franchise Fees

October 11, 2022



RECOMMENDATION

That Council set the FortisAlberta Electrical Franchise Fees to remain at 12%.

LEGISLATIVE AUTHORITY

Franchise Fee Agreement

BACKGROUND

Pursuant to our franchise agreement, the Town of Milk River has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by FortisAlberta in writing no later than November 10, 2022.

To September 30th, franchise fees received from Fortis is in the amount of \$66,588.19, averaging \$7,300 a month.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Franchise Fee Calculator



Franchise Fee Estimating Tool is For Information Purposes Only

This tool is designed for the municipalities to estimate the monthly charges based on a sample fee.

Consumption 640 kWh
Billing Period 30 Days

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (Effective Jan.1, 2022) Distribution Tariff Estimated Rate Filing) Based on Current 12% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$	0.071260	640 kWh	\$45.61
Basic Daily Charge	\$	0.85296	30 Days	\$25.59
				<u>\$71.20</u>

Current Franchise Fee		12.00%	\$8.54
		GST 5.0%	\$3.99
			<u>\$83.73</u>

Current Annual Franchise Fee Costs: $\$8.54 \times 12 = \102.52

Proposed Residential Customer Monthly Costs

Rate 11 (Proposed January 2023 Estimated Distribution Tariff) Based on NEW 12% Franchise Fee

Delivery Service Charge

All kWh Delivered*	\$	0.072507	640 kWh	\$46.40
Basic Daily Charge*	\$	0.89231	30 Days	\$26.77
				<u>\$73.17</u>

Estimated Proposed Franchise Fee		12.00%	\$8.78
		GST 5.0%	\$4.10
			<u>\$86.05</u>

Proposed Annual Franchise Fee Cost: $\$8.78 \times 12 = \105.37

* Includes estimated Rate changes.

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (Effective Jan.1, 2022) Distribution Tariff Estimated Rate Filing) Based on Current 12% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$	0.071260	640 kWh	\$45.61
Basic Daily Charge	\$	0.85296	30 Days	\$25.59
				\$71.20

Current Franchise Fee		12.00%	\$8.54
	GST	5.0%	\$3.99
			\$83.73

Current Annual Franchise Fee Costs: \$8.54 * 12 = \$102.52

Proposed Residential Customer Monthly Costs

Rate 11 (Proposed January 2023 Estimated Distribution Tariff) Based on NEW 13% Franchise Fee

Delivery Service Charge

All kWh Delivered*	\$	0.072507	640 kWh	\$46.40
Basic Daily Charge*	\$	0.89231	30 Days	\$26.77
				\$73.17

Estimated Proposed Franchise Fee		13.00%	\$9.51
	GST	5.0%	\$4.13
			\$86.82

Proposed Annual Franchise Fee Cost: \$9.51 * 12 = \$114.15

*** Includes estimated Rate changes.**

Existing (Current) Typical Residential Customer Monthly Costs

Rate 11 (Effective Jan.1, 2022) Distribution Tariff Estimated Rate Filing) Based on Current 12% Franchise Fee

Delivery Service Charge

All kWh Delivered	\$	0.071260	640 kWh	\$45.61
Basic Daily Charge	\$	0.85296	30 Days	\$25.59
				<u>\$71.20</u>

Current Franchise Fee		12.00%	\$8.54
	GST	5.0%	\$3.99
			<u>\$83.73</u>

Current Annual Franchise Fee Costs: \$8.54 * 12 = \$102.52

Proposed Residential Customer Monthly Costs

Rate 11 (Proposed January 2023 Estimated Distribution Tariff) Based on NEW 15% Franchise Fee

Delivery Service Charge

All kWh Delivered*	\$	0.072507	640 kWh	\$46.40
Basic Daily Charge*	\$	0.89231	30 Days	\$26.77
				<u>\$73.17</u>

Estimated Proposed Franchise Fee		15.00%	\$10.98
	GST	5.0%	\$4.21
			<u>\$88.36</u>

Proposed Annual Franchise Fee Cost: \$10.98 * 12 = \$131.71

*** Includes estimated Rate changes.**

Request for Decision

ATCO Gas Franchise Fees

October 11, 2022



RECOMMENDATION

That Council set the ATCO Gas franchise fee to remain at 30% for 2023.

LEGISLATIVE AUTHORITY

BACKGROUND

Pursuant to our franchise agreement, the Town of Milk River has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022.

ATCO Gas pays the Town of Milk River a franchise fee. The franchise fee is collected from customers in the community based on a percentage of the Delivery Tariff. In the Town of Milk River, this percentage is 30.00%. In 2021, the Delivery Tariff revenue was \$279,385. The forecast Delivery Tariff revenue for 2023 is \$355,548. Therefore, based on the current franchise fee percentage, the Town of Milk River's forecast 2023 franchise fee revenue would be \$106,664.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Letter from ATCO Gas

August 31, 2022

Town of Milk River
PO Box 270
Milk River, AB T0K 1M0

Attention: Ms. Kelly Lloyd, Chief Administrative Officer

RE: ATCO Gas and Pipelines Ltd. Franchise Agreement

Pursuant to our franchise agreement, your municipality has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022. If you are considering changing the franchise fee in 2023, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Town of Milk River a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Milk River, this percentage is 30.00%.

In 2021, our Delivery Tariff revenue in the Town of Milk River was \$279,385. Our forecast Delivery Tariff revenue for 2023 is \$355,548. Therefore, based on the current franchise fee percentage, your forecast 2023 franchise fee revenue would be \$106,664.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at Dan.Magnan@atco.com.

Yours truly,



Dan Magnan
Manager, Lethbridge Operations
ATCO Natural Gas Division

Request for Decision

Councillors Report

October 11, 2022



RECOMMENDATION

That the Councillors reports for the period ending October 11, 2022, 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. Town of Milk River Library Board Minutes

Minutes
Town of Milk River Library Board Meeting
September 20,2022

1. **Call to Order** - Rita (chair) called meeting to order at 5:30
2. **Attendance** - Rita Lodermeier, Jodie Wehlage, Darlene Fleming, Vivian O'Hara, Wendy Orsten, Ron Oswald, Leslie Oslanski, Peter Denmark (Library Manager)
Absent: Diane Losey, Anne Michaelis (Council Rep)
3. **Approval of agenda** - **Motion** – Ron moved approval of agenda as amended. Carried
4. **Approval of minutes from last meeting**: - **Motion** – Wendy moved to adopt minutes as presented. Jodie seconded. Carried
5. **Treasurer's report** – **Motion** - Darlene moved to accept reports as presented.
6. **In camera**: Started at 5:39 Ended at 5:50
7. **Library Manager's report** – **Peter - Report Attached**

8. Old Business

A. Library funding

-Our annual stipend from the Town is officially increased to \$14000.00 per year. The second payment was received and deposited in August

-Discussion around attending next council meeting to express thanks and update on programming we are exploring

ACTION – Rita and Darlene are attending next council meeting to say thank you and update on programming

ACTION – Peter will provide a list of programming

-Operating Grant was received and deposited in July \$8503

-4H donation was received and deposited in August

B. Insurance on Building

-Kelly Lloyd sent a letter outlining about our insurance payments and how it all meshes with other occupants of this building. **Letter attached.**

C. Further Items for Friend's - Wishlist

-Laptop & Updated Quickbooks will be asked for to see if they qualify as able to be funded by Friends

-Rita will connect with Friends group and discuss supporting our library. Rita has been in contact with Charlene briefly and will be following up

ACTION – Rita will discuss Friends with Charlene

D. Signage

-any update on refreshing our exterior sign

ACTION – Rita will be writing letter to see if Ag Board can help with updating signage

E. Library Storage and Culling

-Desk/shelving units from ERHS were deemed unsuitable for this library

-Rita and Diane helped with some removal of culled books. Peter will let Rita know if he needs more help

9. New Business

A. Octoberfest concession:

-Rita and Vivian will work at the Octoberfest concession (Saturday September 24 from 7 to 10pm) for the full shift. Wendy, Darlene and Anne may be able to come also.

B. New reporting format for Peter's annual report that is submitted to PL Services Board

-Two Q&A sessions are offered on Sept 29 and 29

C. Kinsmen raffle

-Coming up, but no dates given yet

-Ron will help Rita with spearheading the roster for the week when dates are available

D. Storytime at the library

-Rita will help with Storytime. She and Peter will meet to discuss dates and such.

E. Ideas for Fall Pumpkin Patch Farmers' Market - October 8, 2022

-We will not go ahead with any plans as members are busy with other events that weekend.

F. Board Position Being Vacated

-Vivian O'Hara submitted a letter requesting to terminate her membership on the board

-Letter is attached

-Leslie motioned to accept resignation. Jodie seconded the motion. Motion passed.

ACTION ITEM - Rita will be looking for information on the requirements of composition of our board

G. Wages

-Ron made a motion to increase Peters wage by \$1.00/hour to \$17.00/hour effective September 1st, 2022.

-Leslie Seconded – motion carried

10. Correspondence

-Thank you notes were sent to the Kinsmen, 4H and South Country Tire on June 15, 2022.

11. Next meeting: December 6, 2022 at 5:30pm

-We will have snacks for Christmas and Vivian was invited to join

ACTION: Rita will touch base with Peter about advertising for meetings

12. Adjournment: Ron moved we adjourn at 6:29

Request for Decision

Mayors Report

October 11, 2022



RECOMMENDATION

That the Mayors Report for the October 11, 2022, 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

None