

Regular and Closed Meeting Agenda
for Monday, August 14, 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) Amy Allred: Rural Renewal Program
- B) Stantec: Block 39
- C) Horizon School Division: School Project Update
- D) Jarrad McCoy: Proposal for Erle Rivers School Site

3. Additions to the Agenda

4. Approval of Minutes

- A) Minutes of the July 10, 2023, Regular Council Meeting

5. Business Arising from Minutes

6. Financial Report

7. Administration Reports

- A) Public Works
- B) Community Peace Officer
- C) Chief Administrative Officer

8. Bylaws and Policies

- A) 1039-23 Fire Services Bylaw
- B) Bylaw 1024 and Policy R1.0

9. Old Business

10. New Business

- A) Correspondence
- B) Street Signs
- C) Alberta Municipalities Resolution Book

11. Councillor Reports

- A) Authorities, Boards, Committees and Commission Minutes

12. Mayor's Report

- A) Authorities, Boards, Committees and Commission Minutes

13. Closed Session

14. Adjournment

Request for Decision

Delegation: Town of Taber

August 14, 2023



RECOMMENDATION

That Council thank Ms. Allred for her attendance and presentation on the Alberta Advantage Immigration Program, specifically the Rural Renewal Program, and accepts the presentation as information.

LEGISLATIVE AUTHORITY

Procedural Bylaw

BACKGROUND

Ms. Amy Allred, Economic Development Manager from the Town of Taber will be in attendance to provide an overview on the Alberta Advantage Immigration Program, specifically the Rural Renewal Stream.

The Town of Milk River has been approached by two local businesses who are interested in potentially participating in the Rural Renewal Stream. While Milk River does not have the capacity at this time to provide this program on its own, and in conversation with Ms. Allred, have discovered that Milk River could potentially participate in the Rural Renewal Stream under the Town of Taber's community designation.

In turn, approval to participate under the Town of Taber's designation would be very positive for local businesses to also participate in.

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. Town of Taber Letter on the Alberta Advantage Immigration Program

August 2, 2023

RE: Alberta Advantage Immigration Programs

In February 2022, the provincial government announced a new immigration initiative aimed at Rural areas. The goal of the program is to help rural areas recruit and retain foreign workers to help fill the labour shortages. We have all felt the sharp impact of the labour shortages in our rural communities – from businesses closed during their regular hours because they can't staff it, or owners working double or triple shifts to stay open, or even of businesses that have had to close as they simply can't sustain themselves without staff.

The Rural Renewal Program allows businesses to offer full-time, year-round jobs to foreign workers who have experience in that area. There are a number of qualifications to be met by the candidate, including English testing, settlement funding, education matching and more – this is to ensure they are a great fit for the job and the community. The candidates, and their families are able to apply for permanent residency right away, which is the benefit to them. Businesses are required to show that they have tried to fill the position locally before they can recruit foreign workers.

Taber became a designated community for the program in July of 2022. As of today, our program includes the MD of Taber, Vauxhall, Coaldale, Picture Butte and Lethbridge County. To date, we have 85 approved candidates in the region, which is 180 people total including their families. For families that wish, their spouse/partner do receive an open work permit if they would like to work, however some choose to stay home with their children. Many of them are already working in town, as anyone that is in Canada legally (tourist visa, post grad work permit, open work permit) are able to apply through this program. Each candidate is carefully vetted by our team, and interviewed to ensure they are a good candidate, one that we think will stay here long term.

Each application goes before our Approval Committee. The committee considers the candidate, their history, and the need for the position in the community. Once approved, the Town writes a "Letter of Support" to endorse the candidate for provincial nomination. The candidate applies through the Government of Alberta online portal with the letter of support and other necessary documents, and once approved, becomes a Provincial Nominee.

We currently have 34 businesses with at least one active candidate. Not only that, but we are seeing investment from outside the province looking and moving to the region because of the opportunity to bring in the labour force needed.

We have two full time staff members dedicated to ensuring the programs success, who work out of the Taber Administration Offices. We have also received a grant that allows us to offer training and support to employers who may be unfamiliar with recruiting, training, onboarding and successfully retaining immigrant workers.

We would be delighted to have Milk River join our designation, currently we are accepting communities on a trial basis. However, there will be a minimal monthly fee for the program as we progress, which is yet to be decided.

Thank you for your interest in the program.

Request for Decision

Delegation: Stantec: Block 39 Update

August 14, 2023



RECOMMENDATION

That Council accept the Block 39 presentation from Stantec for information.

LEGISLATIVE AUTHORITY

None

BACKGROUND

Council has reviewed the geotechnical and conceptual design provided by Stantec at the July regular council meeting.

Stantec will be in attendance to further discuss the conceptual design and next steps forward.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Conceptual Design Review

To: Kelly Lloyd
Milk River, Alberta

From: Amber Braun
Lethbridge

Project/File: 116549071

Date: June 30, 2023

Reference: Stantec Conceptual Design Review – Block 39

The original planning commission concept has been utilized and adjusted for grading and tree conflicts where possible. The conceptual design as presented will be further detailed following administration and council review. A preliminary Opinion of Cost (OPC) is also included as an initial draft.

Following the geotechnical review onsite, we have determined that materials within the park area can be utilized for common excavation and embankment with no rock encountered in boreholes drilled to a 3m depth. Cuts and fills in the vicinity of the playground and multi-purpose court will be around 1.5m. Our investigation of the parking area has uncovered 2 to 3m of uncompacted material. As this site will need to be graded significantly, a good portion of this unsuitable material will be trucked off site and disposed of. However, an additional subgrade removal and replacement with pit run is recommended to create a suitable base for a paved structure. Costs for this component increase significantly due to this onsite condition. As an alternative, Stantec has sketched out a concept of angled parking to replace a parking lot (to be further discussed).

Showing the concept and site layout with the revised pathway, featured amenities and seating nodes is important for the complete understanding of the overall feel and layout of the site. Given the site constraints, it was important that we outline the feasibility of the overall site connections shown on **Figure 1.0** while maintaining the featured amenity spaces and designs.

Walkability and accessibility to the downtown core is a challenge with the site as there is no continuous pathway connection. Therefore, we have recommended some offsite installations to promote walkability, accessibility, and overall site connection on **Figure 2.0** SW of the park area. General grading and drainage design is identified on this figure as well.

The grade differential between play areas and the north boundary of the site/pathway provides some unique opportunities for natural or concrete retaining features that can serve double duty as seating areas, shown on **Figure 3.0**.

As discussed at our update meeting, we have added an improvement/grading concept for the south boundary lane as a new gravel structure. Significant cut along the north side of the road will be required to manage and channel drainage down the lane and away from southern properties; Shallow utility conflicts (vertical cover) should be further investigated prior to any construction.

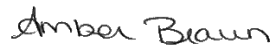
Reference: Park Development - Block 39

We trust that Stantec's initial review of site opportunities and constraints including a preliminary OPC will provide administration and council enough information to discuss and select appropriate site amenities based on budget allocations.

Once we have received comments from council and administration, we will complete a preliminary site design drawing package and refined OPC. We look forward to meeting with council to further discuss this initial look at the park's overall potential.

Thanks,

STANTEC CONSULTING LTD.

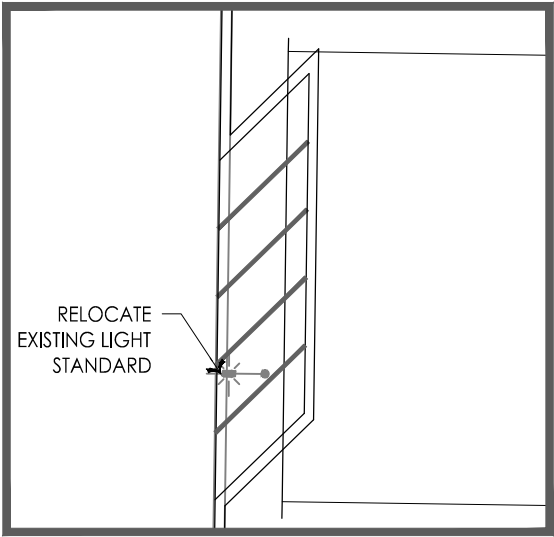


Amber Braun
CAD Technologist
Phone: (403) 329-3344
amber.braun@stantec.com

stantec.com

Attachment: Figure 1.0 – Site Plan, Figure 2.0 – Preliminary Grading, Figure 3.0 – Site Cross Sections, Preliminary OPC

cc. Marvin Van Maanen



A OPTIONAL PARKING
SCALE: 1:400

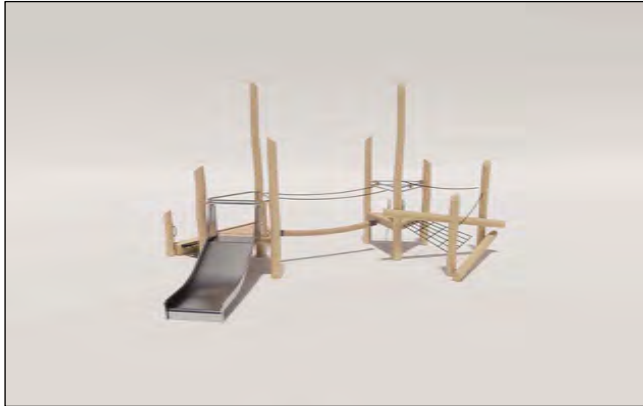


FIGURE 1.0 | MILK RIVER
PARK DEVELOPMENT - BLOCK 39
SITE PLAN
PREPARED FOR: TOWN OF MILK RIVER



116549071
June 30, 2023

LOG TANGLE 2.1 BY: EARTHSCAPE



\$60, 932.91 w/ PLASTIC SLIDE

- OVERALL SIZE: 42'9" x 36"
- AGE RANGE: 2-5Y
- HAND-PROCESSED ROBINIA LOGS
- STAIN COLOR OPTIONS AVAILABLE

LOG JAM 8 BY: EARTHSCAPE



\$39, 969.50

- OVERALL SIZE: 39'6" x 31'6"
- AGE RANGE: 5-12Y
- HAND-PROCESSED ROBINIA LOGS
- STAIN COLOR OPTIONS AVAILABLE

T-REX TAIL BY: PLAYWORLD



\$10, 744.40

- OVERALL SIZE: 16' 3" x 18' 5"
- AGE RANGE: 2-12Y
- MADE WITH NON-SLIP POLYFIBRECRETE MATERIAL

T-REX RIBS BY: PLAYWORLD



\$15, 022.00

- OVERALL SIZE: 16'11" x 19'8"
- AGE RANGE: 2-12Y
- MADE WITH NON-SLIP POLYFIBRECRETE MATERIAL

FIGURE 1-A | MILK RIVER

PARK DEVELOPMENT - BLOCK 39

NATURAL PLAYGROUND

PREPARED FOR: TOWN OF MILK RIVER

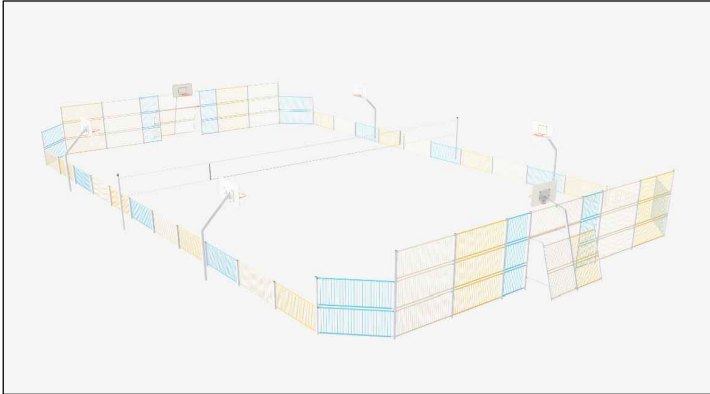
U:\116549071\drawings\figures\49071_FIG 1.0_site Plan.dwg
2023/06/30 9:53 AM By: Braun, Amber



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June 30, 2023

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MUGA COURT BY: PARKWORKS



\$98,873.60

- COURT SIZE: 19m X 34m
- 2 BASKETBALL NETS
- MULTIPLE COLOR OPTIONS AVAILABLE
- BASEWORKS BY OTHERS

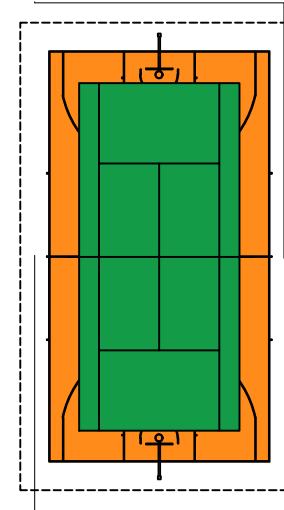
OUTDOOR RINK BY: CENTAUR PRODUCTS



\$170,000.00 (includes supply & install)

- 4' Dasher Boards
- 8' Chainlink Protective Fencing
- Baseworks by Others

CONTRACTOR BUILT COURT



\$43,000.00

- COURT SIZE: 17m X 35m
- 2 BASKETBALL NETS
- PERIMETER CHAINLINK FENCING w/ GATES
- ASPHALT TARMAC
- COLOR CODED PAINT LINES FOR UP TO 3 COURTS

FIGURE 1-B | MILK RIVER

PARK DEVELOPMENT - BLOCK 39

MULTI-SPORT COURT

PREPARED FOR: TOWN OF MILK RIVER

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WOODEN, STAINED GAZEBO



\$30,000.00

- CONTRACTOR SOURCED
- SHOP DRAWINGS REQUIRED
- APPROXIMATE SIZE: 10' x 10'

STEEL GAZEBO



\$90,000.00

- CONTRACTOR SOURCED
- SHOP DRAWINGS REQUIRED
- APPROXIMATE SIZE: 12' x 12'

FIGURE 1-C | MILK RIVER

PARK DEVELOPMENT - BLOCK 39

MULTI-SPORT COURT

PREPARED FOR: TOWN OF MILK RIVER

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FITNESS EQUIPMENT BY: TREKFIT

\$70, 000.00

- PRICE INCLUDES INSTALLATION, CONCRETE EDGING & ENGINEERED WOOD FIBRE (EWF) SURFACE



FITNESS EQUIPMENT BY: KOMPAN

\$180, 000.00

- PRICE INCLUDES INSTALLATION, CONCRETE EDGING & RUBBER SURFACING

FIGURE 1-D | MILK RIVER

PARK DEVELOPMENT - BLOCK 39

FITNESS EQUIPMENT

PREPARED FOR: TOWN OF MILK RIVER

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June 30, 2023

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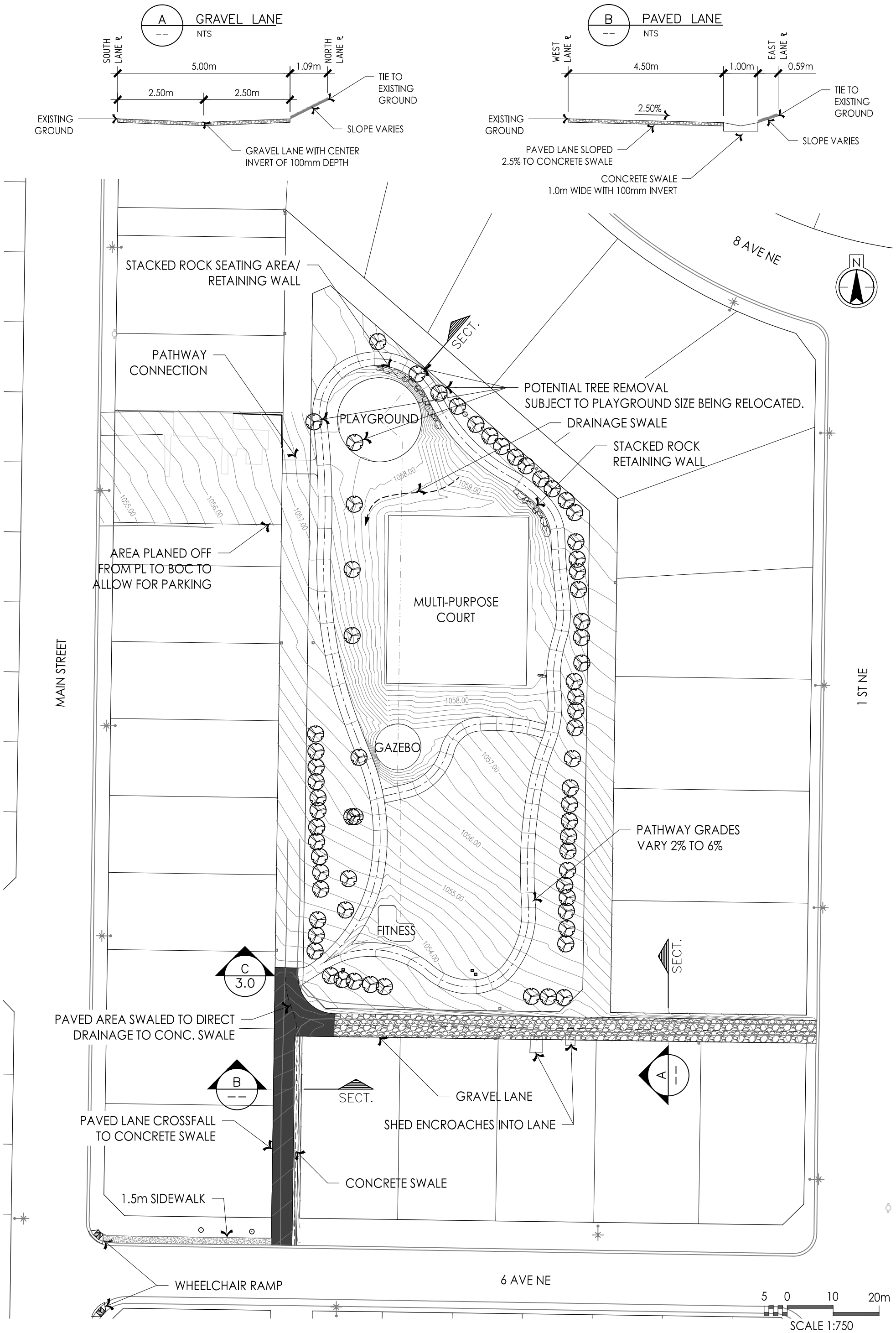


FIGURE 2.0 | MILK RIVER
PARK DEVELOPMENT - BLOCK 39
PRELIMINARY GRADING
PREPARED FOR: TOWN OF MILK RIVER



116549071
June 30, 2023

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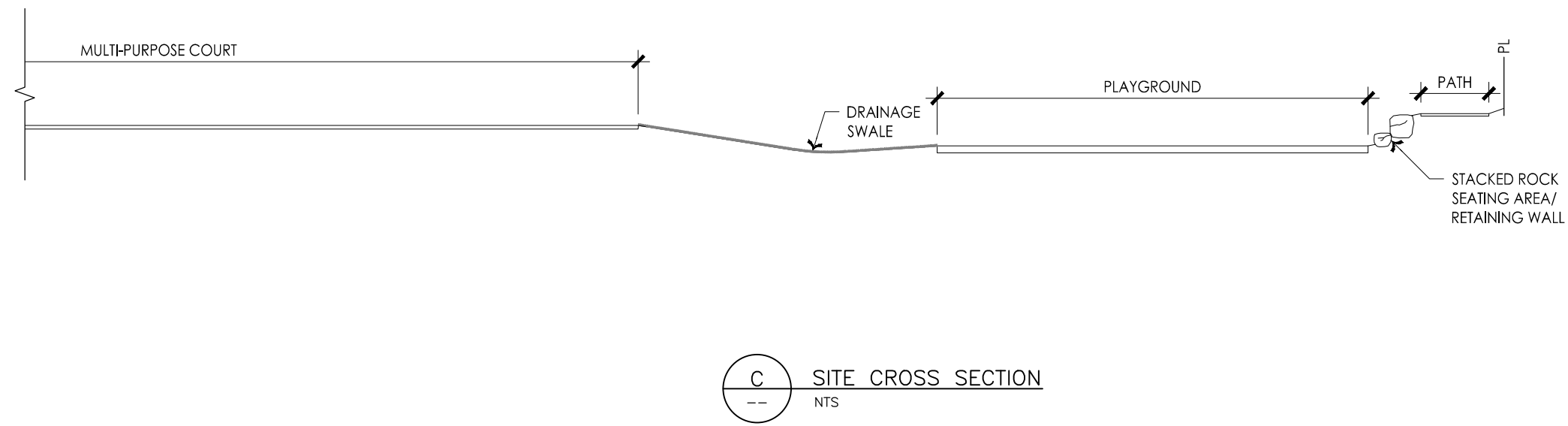
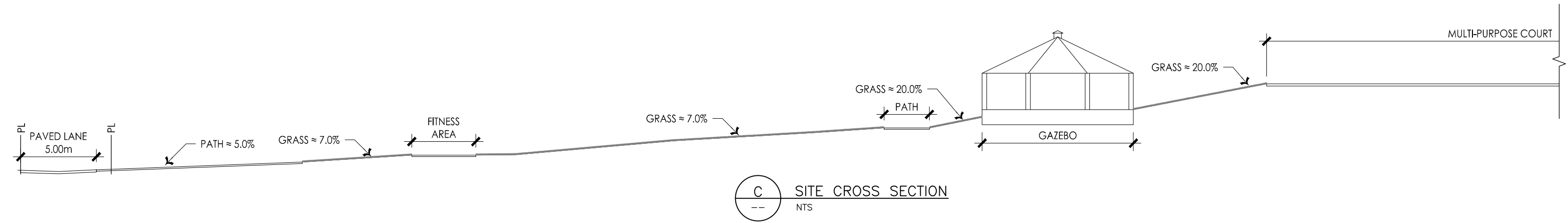


FIGURE 3.0 | MILK RIVER

PARK DEVELOPMENT - BLOCK 39

SITE CROSS SECTION

PREPARED FOR: TOWN OF MILK RIVER

Town of Milk River
Park Development, Block 39
Order of Magnitude Cost



June 27, 2023

Project Number: 116549071

1. CONSTRUCTION				
DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL
Base Park Development				\$ 34,500.00
1. Existing Irrigation Removals	1	LS	\$ 5,000.00	\$ 5,000.00
2. Foundation Removals/Utility Relocation	1	LS	\$ 15,000.00	\$ 15,000.00
3. Topsoil Stripping to Stockpile	500	m3	\$ 5.00	\$ 2,500.00
4. Common Excavation to Embankment	1,500	m3	\$ 8.00	\$ 12,000.00
Parking Lot				\$ 160,500.00
1. Waste Material Removal to Disposal	1,000	m3	\$ 15.00	\$ 15,000.00
2. Pit Run to Parking Lot Subgrade	750	m3	\$ 150.00	\$ 112,500.00
3. Geotextile Subgrade	500	m2	\$ 7.00	\$ 3,500.00
4. 200mm Granular Base Course	500	m2	\$ 14.00	\$ 7,000.00
5. 90mm Type 3 Asphalt	500	m2	\$ 35.00	\$ 17,500.00
6. Parking Lot Paint/Tire Stops	1	LS	\$ 5,000.00	\$ 5,000.00
Pathway Development/Drainage				\$ 112,000.00
1. 3m Circulation Pathway	400	lm	\$ 175.00	\$ 70,000.00
2. SW Lane Improvement	350	m2	\$ 50.00	\$ 17,500.00
3. SW Lane Concrete Swale	50	lm	\$ 150.00	\$ 7,500.00
4. South Boundary Gravel Lane	550	m2	\$ 20.00	\$ 11,000.00
5. Sidewalk	40	lm	\$ 150.00	\$ 6,000.00
6. Wheel Chair Ramps	2	ea	\$ 2,500.00	\$ 5,000.00
Site Improvements				\$ 633,375.00
1. Topsoil and Seed	6,750	sm	\$ 5.00	\$ 33,750.00
2. Irrigation System (4 Zones Existing)	6,750	sm	\$ 7.50	\$ 50,625.00
3. Washroom Facility	1	ea	\$ 75,000.00	\$ 75,000.00
4. Playground Relocation	1	ea	\$ 30,000.00	\$ 30,000.00
5. Natural Play Feature	2	ea	\$ 61,000.00	\$ 122,000.00
6. Multi-purpose Court (Winter Rink)	1	ea	\$ 170,000.00	\$ 170,000.00
7. Fitness Area	1	ea	\$ 70,000.00	\$ 70,000.00
8. Bench Garbage Enclosure Combination	4	ea	\$ 5,500.00	\$ 22,000.00
9. Wood Gazebo	1	ea	\$ 30,000.00	\$ 30,000.00
10. Rockwork/Retaining Features	60.0	lm	\$ 500.00	\$ 30,000.00
			Subtotal	\$ 940,375.00
	Contingency		25%	\$ 235,093.75
TOTAL CONSTRUCTION				\$ 1,175,469
CONSULTING SERVICES			10%	117,547
PROJECT TOTAL				\$ 1,293,015.63

GST Excluded

Prepared By: B.Schmidtke

Reviewed By: A. Braun/Paul Stokes

Request for Decision

Delegation: Horizon School Division

August 14, 2023



RECOMMENDATION

That the Horizon School Division Milk River School Project update from Trustee Mandy Court be accepted as information.

LEGISLATIVE AUTHORITY

Procedural Bylaw

BACKGROUND

Ms. Mandy Court, Horizon School Division Board Trustee will be in attendance to provide an update on the Milk River School projects.

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

None

Request for Decision

Delegation: Jarrad McCoy

August 14, 2023



RECOMMENDATION

That the presentation from Mr. Jarrad McCoy be accepted as information.

LEGISLATIVE AUTHORITY

Procedural Bylaw

BACKGROUND

Mr. Jarrad McCoy, local business owner, will be in attendance to propose and discuss a housing project.

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

Request for Decision

Approval of Minutes

August 14, 2023



RECOMMENDATION

That the minutes for the July 10, 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: July 10, 2023, regular council meeting minutes

Prior to Adoption

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, July 10, 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, Deputy Mayor Dave Degenstein, and Councillor Shayne Johnson

Absent – Elected Officials

Councillor Anne Michaelis

Present – Administration

Kelly Lloyd, Chief Administrative Officer

1. Call to Order

Mayor Liebelt called the meeting to order at 5:29 p.m.

2. Delegation: 6:00 p.m.

3) Additions to the Agenda

- A) Adoption of the Agenda
- Additions to the agenda
- 10D) Milk River Water Users Association Request

Moved by Councillor Losey, “that Council accept the July 10, 2023, regular council meeting agenda, as amended.”

Motion Carried 2023-176

4) Approval of Minutes

- A) Minutes of the June 12, 2023, Regular Council Meeting

Moved by Deputy Mayor Degenstein, “to amend and approve the June 12, 2023, regular council meeting minutes motion 2023-146 to reflect the following:

“that Council directs administration to increase the unaltered animal licensing fees for cats to \$20.00 and dogs to \$40.00, *adjust fees for altered cats to \$10.00 to reflect the actual amount the Town is charging, and bring back the bylaw to a future council meeting.*”

Motion Carried 2023-177

- B) Minutes of the June 19, 2023, Special Council Meeting

Moved by Councillor Losey, “that Council accept the special council meeting minutes from June 19, 2023, as presented.”

Motion Carried 2023-178

5. Business Arising from Minutes

- A) Council Table

The delegation table has been purchased.

6. Financial Report

Moved by Councillor Johnson, “that Council accept the financial report for the period ending June 30, 2023, as information.”

Motion Carried 2023-179

7. Administration Reports

A) Public Works

Council expressed appreciation to Public Works for their work on the 6th avenue drainage, as well as their work on Canada Day and the bouncy house set up and take down.

Moved by Deputy Mayor Degenstein, "that Council designate the current playground and school areas as zones, changing the speed signs from yellow to white."

Motion Carried 2023-180

Moved by Deputy Mayor Degenstein, "that Council accept the Public Works report for the period ending June 30, 2023, as information."

Motion Carried 2023-181

B) Community Peace Officer

The report was contained within the agenda package.

Moved by Councillor Johnson, "that Council accept the Community Peace Officer report for the period ending June 30, 2023, as information."

Motion Carried 2023-182

C) Chief Administrative Officer

CAO Lloyd provided a verbal report in addition to a project update handout for the month of June.

Moved by Councillor Losey, "that the Administration Report for the period ending June 30, 2023, be accepted as information."

Motion Carried 2023-183

8. Bylaws

A) Bylaw 1037-22 Revised: Animal Control

Moved by Councillor Johnson, "that Bylaw 1037-22 Revised: Animal Control be given first reading."

Motion Carried 2023-184

Moved by Councillor Losey, "that Bylaw 1037-22 Revised: Animal Control be given second reading."

Motion Carried 2023-185

Moved by Deputy Mayor Degenstein, "that Bylaw 1037-22 Revised: Animal Control receive Unanimous Consent for consideration of third reading."

Motion Carried 2023-186

Moved by Councillor Johnson, "that Bylaw 1037-22 Revised: Animal Control be given third and final reading."

Motion Carried 2023-187

Moved by Councillor Losey, "that Council directs administration to complete the further recommended changes to the Animal Control Bylaw and bring back to a future Council meeting."

Motion Carried 2023-188

9. Old Business

10. New Business

A) Correspondence

Deputy Mayor Degenstein provided further information regarding shortcomings in provincial funding for daycares.

Moved by Deputy Mayor Degenstein, **“that correspondence for the period ending July 10, 2023, be accepted as information.”**

Motion Carried 2023-189

B) Block 39 Update

Council reviewed the update contained within the agenda package and noted that a public engagement with those directly affected should be arranged.

Moved by Councillor Losey, **“that Council accept the Block 39 update as information.”**

Motion Carried 2023-190

C) Minister of Municipal Affairs Meeting Invitation

Moved by Deputy Mayor Degenstein, **“that the following priorities be presented in the Town’s request to meet with Minister of Municipal Affairs:**

1. Regional water line and funding
2. Erle Rivers School Demolition / conservation of East End
3. **Hospital”**

Motion Carried 2023-191

B) Milk River Water Users Association Request

The Town of Milk River’s license is 382acre fee and with the request, it would be \$3,820 to be part of this feasibility study.

Moved by Councillor Losey, **“that Council approve \$3,820.00 to the Milk River Water Users Association, for participation in a water storage feasibility study.”**

Motion Carried 2023-192

The Mayor recessed the meeting at 7:26 p.m.

The Mayor reconvened the meeting at 7:31 p.m.

11. Councillors Reports

Councillor Michaelis’ report is contained within the agenda package.

Councillor Johnson attended the Heritage Handi-bus, Agricultural Society and SouthGrow meetings.

Deputy Mayor Degenstein attended Ridge Country Housing meetings, Milk River Business Association, and FCSS meetings.

Councillor Losey attended Ridge Country Housing meetings and the Watershed canoe trip.

Moved by Deputy Mayor Degenstein, "that the Councillors reports for the period ending July 10, 2023, be accepted as information."

Motion Carried 2023-193

12. Mayors Report

Mayor Liebelt attended the following meetings: Mayors and Reeves east and west joint meeting, Special Council meeting, Chief Mountain Regional Solid Waste Services Commission meeting and the Riverside Golf Society meeting and provided an update on the campground.

Moved by Deputy Mayor Degenstein, "that Council accept the Mayors Report for the period ending July 10, 2023, as information."

Motion Carried 2023-194

13. Closed Session

14. Adjournment

Moved by Councillor Losey, "that the regular council meeting of July 10, 2023, adjourn at 7:55 p.m."

Motion Carried 2023-195

Larry Liebelt
Mayor

Kelly Lloyd
Chief Administrative Officer

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

Request for Decision

Administration Reports

August 14, 2023



RECOMMENDATION

That the Administration Reports for the period ending July 31, 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
3. Chief Administrative Officer Report



Public Works Foreman's Report

REGULAR COUNCIL MEETING
Monday, August 14th, 2023

General:

- Grass mowing of all areas throughout month. (Large ditch mower & zero-turn both). As well as weed whipping where needed.
- Monthly generator preventative maintenance run completed on July 21st. (Sewage lift station, Booster station, Water Treatment Plant, & Firehall.)
- Hurricane winds & lots of rain in very short time on evening of July 29th. (About 1.5" within half hour & some hail. Wind/hail caused lots of leaves and debris to be running down streets & plugging storm drains). Storm drains were overflowing, as well as ditches & streets.
- Recycling trailer to Lethbridge on July 4th & 18th.
- Removal of everything we had setup for Canada Day, July 4th. (Leave up couple flags, close up fence at SE corner, remove garbage bins, & take down and haul off bouncy houses).

Parks and Rec:

- Water hanging flowerpots Monday, Wednesday & Fridays. Same with pots at Civic Center, Firehall & front of Town Office.
- Cleanup of downed branches from storm on July 29th. Cleaned up some on 29th to ensure roadways were open, then majority on 31st.
- Haul away two loads from waste piles at golf course. July 27th.

Roads:

- Setup of tar trailer on July 4th.
- Tar airport, July 5th & 6th.
- Tar streets from July 7th-run out of tar.
- Street sweepers returned & all complete by July 17th.

Water & Wastewater:

- **WATER:**
 - 2x weekly Bacteriological sampling, done each Monday.
 - New water meter in @ 921 Main St., July 11th.
 - THM/HAA testing done on July 11th.
 - School upgrade project needed to place a **new 6"** water service. Contractor dug down to line & had everything ready to go for morning of July 21st. Turned pressure way down for contractor, opened hydrants to speed up process. Had one stubborn valve that was letting water by. Got that shut off finally. Contractor cut line, placed new fittings, flushed from hydrants & had normal operation by about 12:30pm. (We had originally told people from 8am-12pm.) 3 BacT tests were done & contractor had to take them to lab in Calgary.
- **WTP:**
 - Sand filter #3 empty and cleaned out. July 24th-26th.
 - Filling sand filter #3, July 26th-July 31st.
 - Begin emptying of sand filter #2 in preparation for cleanout. July 27th.
- **RAW WATER:**
 - Basin water level remains nearly full.
 - Blow out infiltration galleries at river, July 20th.
- **SEWER WORK:**
 - Dig sewer line at 204-3rd Ave NE, July 6th.
 - Camera sewer @ 205-1st Ave SE, July 19th.
- **SEWAGE LAGOONS:**
 - Continue distribution of enzyme bags into lagoons every Friday.

- Had the line going into one of the anaerobic cells plug. Had sewer flush truck come down & clear blockage. July 10th. (AB Environment required letter explaining what happened & how we are to avoid in future as well)

Garbage:

- Weekly garbage pickup: Milk River residential on Tuesday, Coutts on Wednesday, Warner on Thursday & Milk River businesses on Friday.
- Brown paper bags pickup on Mondays, or Tuesday if long weekend.

Swimming Pool:

- Operating normally.

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.

Projected Plans:

- Painting of fire hydrants. (Tentative to first week in August)

Respectfully submitted

Town of Milk River Public Works

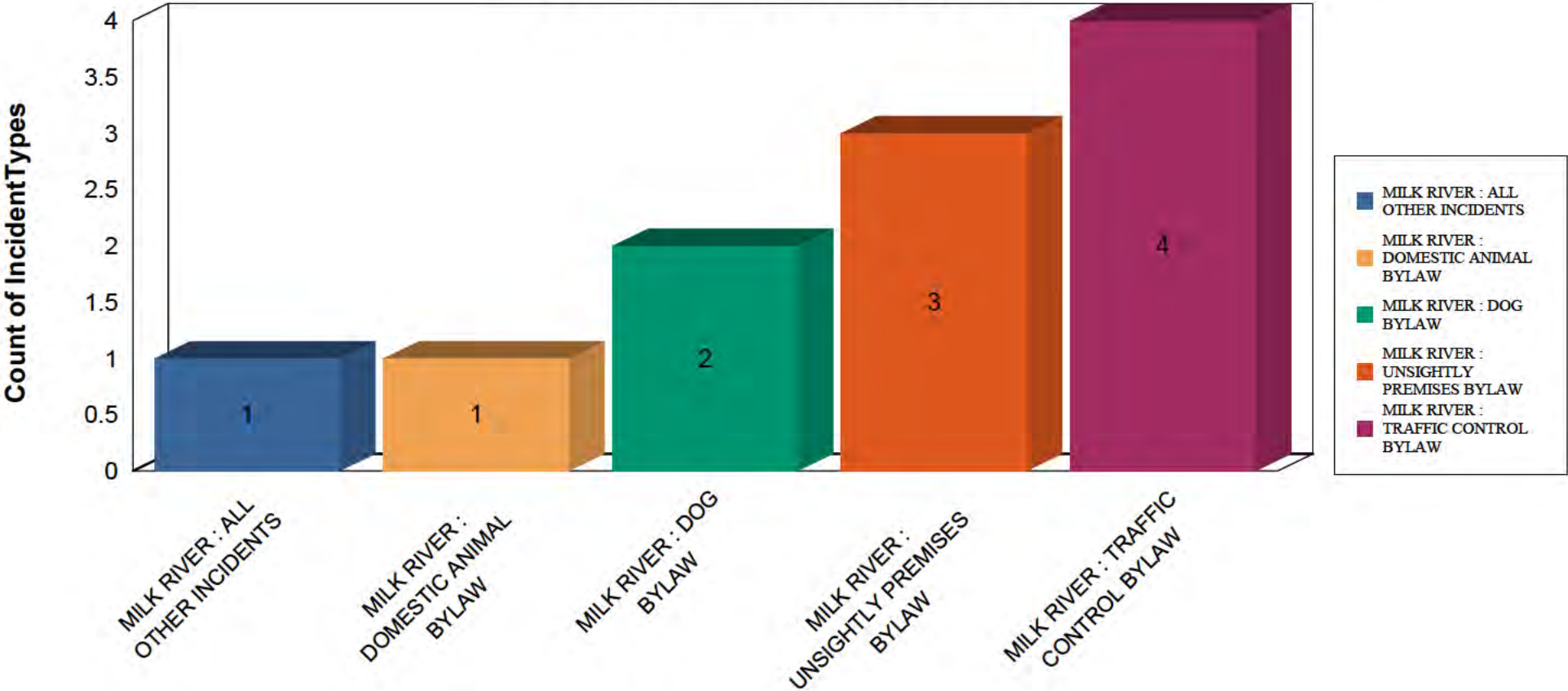
Municipal Enforcement

Statistics from: 7/1/2023 12:00:00AM to 7/31/2023 11:59:00PM

Count of Reports Completed



Count of Incident Types



MILK RIVER : ALL OTHER INCIDENTS

<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	RRPSS2023-0303	MILK RIVER : ALL OTHER INCIDENTS	MELANIE MAREK	2023/07/10 0000

Specific Location

[REDACTED]

Report Synopsis : Cat Trap Rental

9.09% # of Reports: 1 Case Report MILK RIVER : ALL OTHER INCIDENTS

MILK RIVER : DOMESTIC ANIMAL 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	RRPSS2023-0303	MILK RIVER : DOMESTIC ANIMAL BYLAW	MELANIE MAREK	2023/07/10 0000

Specific Location

[REDACTED]

Report Synopsis : Cat Trap Rental

9.09% # of Reports: 1 **Case Report** MILK RIVER : DOMESTIC ANIMAL BYLAW

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	RRPSS2023-0311	MILK RIVER : DOG BYLAW	ROSS BOND	2023/07/12 1249

[REDACTED]

Report Synopsis : loose dog at the property

Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : MILK RIVER	RRPSS2023-0316	MILK RIVER : DOG BYLAW	ROSS BOND	2023/07/13 1315
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[REDACTED]

Report Synopsis : barking dog complaint

18.18% # of Reports: 2 **Case Report** MILK RIVER : DOG BYLAW

MILK RIVER : UNSIGHTLY PREMISES 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	RRPSS2023-0294	MILK RIVER : UNSIGHTLY PREMISES BYLAW	BRANDON BERG	2023/07/10 1446

Specific Location

[REDACTED]

Report Synopsis : uncut grass and weeds

Case Report
RIDGE REGIONAL PUBLIC SAFETY RRPSS2023-0297 MILK RIVER : UNSIGHTLY PREMISES
SERVICES : MILK RIVER BYLAW BRANDON BERG 2023/07/10 1448

[Specific Location](#)
[REDACTED]

[Report Synopsis](#) : uncut grass and weeds

Case Report
RIDGE REGIONAL PUBLIC SAFETY RRPSS2023-0315 MILK RIVER : UNSIGHTLY PREMISES
SERVICES : MILK RIVER BYLAW TODD NELSON 2023/07/13 1530

[Specific Location](#)
[REDACTED]

[Report Synopsis](#) : Unsightly vacant lot complaint overgrown grass and weeds

27.27% # of Reports: 3 **Case Report** MILK RIVER : UNSIGHTLY PREMISES BYLAW

MILK RIVER : TRAFFIC CONTROL BYLAW

Location	Case Number	Incident Type	Officer	Date
Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : MILK RIVER	RRPSS2023-0288	MILK RIVER : TRAFFIC CONTROL BYLAW	MELANIE MAREK	2023/07/06 1417

[Specific Location](#)
[REDACTED]

[Report Synopsis](#) : Trailer parked on street for over a week causing safety concern .

Case Report
RIDGE REGIONAL PUBLIC SAFETY RRPSS2023-0308 MILK RIVER : TRAFFIC CONTROL BYLAW ROSS BOND 2023/07/12 0917
SERVICES : MILK RIVER

[Specific Location](#)
[REDACTED]

[Report Synopsis](#) : motorhome parking complaint

Case Report
RIDGE REGIONAL PUBLIC SAFETY RRPSS2023-0310 MILK RIVER : TRAFFIC CONTROL BYLAW ROSS BOND 2023/07/12 1545
SERVICES : MILK RIVER

[Specific Location](#)
[REDACTED]

[Report Synopsis](#) : overgrown weeds along the alleyway

Case Report
RIDGE REGIONAL PUBLIC SAFETY RRPSS2023-0319 MILK RIVER : TRAFFIC CONTROL BYLAW ROSS BOND 2023/07/13 1305
SERVICES : MILK RIVER

Specific Location

[REDACTED]

Report Synopsis : unattached RV parked facing the wrong way

36.36% # of Reports: 4 Case Report MILK RIVER : TRAFFIC CONTROL BYLAW

Grand Total: 100.00% Total # of Incident Types Reported: 11 Total # of Reports: 10

Grand Total: 100.00% Total # of Incident Types Reported: 11

Chief Administrative Officer Report

July 2023



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
- LGAA Conference
- Alberta Health Services zoom meetings
- Request to meet Ministers of Transportation, Children Services, Infrastructure, Municipal Affairs
- Public Works Supervisor Recruitment
- Golf Cart research
- New janitorial contract
- Carpet cleaning - office, chambers, renter
- Legal - construction of swale
- Alberta Municipalities Convention registration
- IT services quotes
- Attend St. Mary's Water Diversion Tour

Finance

- 2023-2032 long term capital plan (WIP)
- Alumni Funds in Trust - Foundation/scholarship - October 28

Community Development

- Attend Neighbourhood Trailer Grand Opening
- Assist campground
- Ball tournament camping - noise exemption
- Pool staffing information gathering and provide to Council
- Support/permission letter to Historical Society re: moving RCMP Outpost
- Care of Trees/Boulevards Policy (WIP)
- Ag Society - lunch
- Mental Health Project research
- School/playground areas and zone research

Economic Development

- EV Charging Station Complete
- SouthGrow EV Bus update
- Airport Committee - meeting maybe after harvest
- Community Futures - loan program - beautification - 2024 budget?
- Rural Renewal Stream
- Prints received
- Interest in 10-30 acres light industrial/ag - market evaluation WIP

Emergency Management

- Fire Services Bylaw revision
- Firework research

Municipal Enforcement

- **Updates from CPO's** (when applicable)
- Fish and Wildlife information

Planning & Development

- Development inquiries/meetings
- 8 Development Permits to date
- MPC meetings
- Compliance Letter policy (WIP)
- Quality Management Plan update

Public Works

- Attend weekly safety meetings
- Public Works policies review
- Trespass Letter
- CCPI Information Request
- MIMS data received
- ATCO - line heater replacement at golf course this fall

PROJECTS

Regional Water Study

- 3 meetings to date
 - Reviewed population and growth rates
 - Briefing note preparation for AB Municipalities Convention
 - Supply water rates
 - Next meeting September
 - Funding application November 30

Lagoon Effluent

- One meeting to date.
- Hiring a land agent

Block 39

- Conceptual design review - on agenda

Real Estate

- Prints received.

GLAC

- Would consider negotiating with Town on a sale (agreement)

Community Garden

- Comparative Market Analysis received.

- Suggested list price \$15,000 to \$20,000.
- Suggested selling price \$15,000.

8th Avenue Development

- Updated quote from Primary - waiting
- Front still as rear placement would mean a whole redesign/redline and winter construction

Recycling Trailer

- Moving towards single stream bin with Waste Connections
- Separate glass black bin

Main Street Watermain

- Walk through - list of deficiencies

<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>2022-06-05</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.”	Complete
<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.”	WIP
	2023	
<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>2023-57</u>	Moved by Deputy Mayor Degenstein, “that Council accept the offer to purchase for roll number 30001000.”	WIP
<u>Motion Carried 2023-68</u>	Moved by Councillor Johnson, “that Council direct administration to make changes to Policy R3, Snow and Ice Control, as discussed, and bring back to a future council meeting.”	WIP
<u>Motion Carried 2023-125</u>	Moved by Councillor Losey, “that Council set the public auction for tax recovery purposes to be July 10 th , 2023.”	Complete
<u>Motion Carried 2023-129</u>	Moved by Councillor Michaelis, “that Council form a partnership with the communities served by the hospital to investigate the viability of building a duplex for physicians.”	Complete
<u>Motion Carried 2023-130</u>	Moved by Deputy Mayor Degenstein, “the Council supports the proposed location for the RCMP outpost at the 8 Flags Campground, based on Alberta Transportations response regarding right of ways and property lines.”	Complete
<u>Motion Carried 2023-131</u>	Moved by Councillor Losey, “that Council proceed with MPE Engineering to manage the Lagoon Project.”	Complete
<u>Motion Carried 2023-131</u>	Moved by Councillor Johnson, “that Council proceed with Stantec to develop the preliminary design for Block 39.”	Complete
<u>Motion Carried 2023-132</u>	Moved by Councillor Johnson, “that the Rural Mental Health Project item be tabled to a future council meeting.”	WIP
<u>Motion Carried 2023-139</u>	Moved by Deputy Mayor Degenstein, “that Council approve the purchase of another table section for a delegation table.”	Complete
<u>Motion Carried 2023-146</u>	Moved by Deputy Mayor Degenstein, “that Council directs administration to increase the unaltered animal licensing fees for cats to \$20.00 and dogs to \$40.00 and bring back the bylaw to a future council meeting.”	Complete

Motion Carried 2023- 156	Moved by Deputy Mayor Degenstein, "that any relocation of underground utilities at the campground will be the responsibility of the Historical Society."	WIP
Motion Carried 2023- 165	Moved by Councillor Losey, "that a date to host a town staff golf day be determined."	WIP
Motion Carried 2023- 177	Moved by Deputy Mayor Degenstein, "to amend and approve the June 12, 2023, regular council meeting minutes motion 2023-146 to reflect the following:	Complete
	"that Council directs administration to increase the unaltered animal licensing fees for cats to \$20.00 and dogs to \$40.00, <i>adjust fees for altered cats to \$10.00 to reflect the actual amount the Town is charging, and bring back the bylaw to a future council meeting.</i> "	
Motion Carried 2023- 191	Moved by Deputy Mayor Degenstein, "that the following priorities be presented in the Town's request to meet with Minister of Municipal Affairs:	Complete
	1. Regional water line and funding	
	2. Erle Rivers School Demolition / conservation of East End	
	3. Hospital"	
Motion Carried 2023- 192	Moved by Councillor Losey, "that Council approve \$3,820.00 to the Milk River Water Users Association, for participation in a water storage feasibility study."	Complete

Request for Decision

Fire Services Bylaw 1043-23

August 14, 2023



RECOMMENDATION

That the Fire Services Bylaw 1043-23 be given first reading.

LEGISLATIVE AUTHORITY

Safety Codes Council
Alberta Fire Code (2014)

BACKGROUND

Under Municipal Affairs' **Municipal Accountability Program**, one recommendation was as follows:

Recommendations/Action Items: Fire Services Bylaw 1005 should be amended to **remove council's ability to appoint the fire chief, or alternatively, if the fire chief is established as a designated officer by bylaw, council may continue to appoint.**

Subsequently upon review of the whole Bylaw, the area of fireworks has been incorporated. The province had previously downloaded the jurisdiction of fire works and permitting to municipalities.

Through conversations with the Fire and Deputy Fire Chiefs, it was agreed to include firework provisions into the newly revised fire services bylaw. With this new provision, a permitting process will be required and created.

Administration is asking for first reading on this Bylaw so that this new provision can be discussed, and to allow time for development of a permitting process as well as education to the public.

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

1. Fire Services Bylaw 1043-23

TOWN OF MILK RIVER

FIRE SERVICES BYLAW

BYLAW ~~No. 1005~~1043-23

A BYLAW OF THE TOWN OF MILK RIVER, IN THE PROVINCE OF ALBERTA, BEING ENACTED FOR THE PURPOSE OF ESTABLISHING AND REGULATING FIRE PROTECTION

WHEREAS The ***Municipal Government Act***, R.S.A. 2000 c. M-26, provides that a council of a municipality may pass bylaws for municipal purposes respecting the following matters:

- a. The safety, health and welfare of people, and the protection of people and property;
- b. Services provided by or on behalf of the municipality; and
- c. The enforcement of bylaws.

AND WHEREAS the Municipal Government Act further provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires;

AND WHEREAS the Alberta Fire Code contemplates that municipalities will regulate the use, sale and storage of fireworks within their jurisdiction;

AND WHEREAS, The Municipal Government Act authorizes a municipality to provide services provided for on behalf of the municipality to another municipality; and

AND WHEREAS Council for the Town of Milk River wishes to establish a fire department within the Town, provide for the efficient operation of such a fire department, provide for the prevention, regulation and control of the lighting of fires within the Town;

NOW THEREFORE, the Council of the Town of Milk River, duly assembled, enacts as follows:

1.0 TITLE

1.1 This Bylaw may be cited as the "Fire Services Bylaw."

2.0 DEFINITIONS

2.1 In this Bylaw:

Apparatus means any vehicle provided with machinery, or Equipment for firefighting operated by or for Fire Services whether that vehicle operates on land, in the air, or on water.

"Approved Fire" means a fire contained within a CSA certified barbecue, or a fire pit or outdoor fireplace that:

- has an opening, surface or cooking area of not more than 3800 square centimeters;
- has enclosed sides no greater than 46 centimeters above ground level;
- is constructed of bricks, concrete blocks or heavy gauge metal; and
- is covered with a spark arrestor mesh screen made with expanding metal, or
- an equivalent non-combustible material with openings no larger than 1.3 centimeters.

Burnable Debris means, but is not limited to: Clean (non-treated), Dry Wood, Charcoal, Natural Gas, and Propane

Burning Barrel means, but not limited to, any non-combustible structure or container used for open burning of all material not listed as burnable debris.

Burning Hazard means an actual or potential occurrence of fire or other combustion of organic or inorganic material that could endanger human life or property or damage property.

CAO means the Chief Administrative Officer of the Town or their delegate.

Consumer Fireworks means Fireworks listed as Class F.1 in Part 16 of the Explosives Regulations (also known as "low-hazard fireworks");

Council means the municipal Council of the Town of Milk River.

~~"Dangerous Goods" means those products or substances which are regulated by the Dangerous Goods Transportation and Handling Act;~~

"Dangerous Goods" means any material or substance that may constitute an immediate or long-term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment, and shall include those products, substances and organisms described in the Dangerous Goods Transportation and Handling Act, R.S.A. 2000, c. D-4, as amended, and the regulations there under;

Display Fireworks means Fireworks listed as Class F.2 in Part 18 of the Explosives Regulations (also known as "high-hazard fireworks");

Equipment means any tools, devices, materials or supplies used by or for Fire Services to respond to an Incident.

Explosives Act means the Explosives Act, RSC 1985, c E-17, as amended or repealed and replaced from time to time;

Explosives Regulations means the Explosives Regulations, 2013, SOR/2013-211, as amended or repealed and replaced, from time to time;

False Alarm means any notification, by whatever means received, to Fire Services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to persons or property, wherein such condition, circumstance, fire or other event does not, in fact, exist.

~~Fire Ban means an order issued by the Minister responsible for the Forest and Prairie Protection Act, or an order issued pursuant to this Bylaw, for the purpose of canceling all fire permits, prohibiting the lighting of, and requiring the extinguishment of all fires within the Town;~~

"Fire Ban" means any fire ban, whether municipally or provincially declared, that prohibits fires in all or part of the Town.

Fire Chief means the Town Fire Chief, or ~~his~~their designate.

Fire Hazard means combustible material that, through its nature, location, condition or arrangement, or any combination of those factors, may be ignited and, if ignited, could create a Burning Hazard.

Fire Protection Area means the following geographic areas within the County of Warner No. 5 where Fire Protection is to be provided.

Fire Protection means any and all of the services enumerated in Section 3.1 and 3.2 and includes any other service delivered by or for Fire Services that is authorized by Council.

Fire Protection Charges means all costs incurred by or for Fire Services in providing Fire Protection both within and outside the Town's boundaries.

Fire Season means the period from April 1 to October 31 in each year or such extended or shortened period that the Minister responsible for the *Forest and Prairie Protection Act* may declare from time to time.

Fire Services means a department established and organized by the Town to provide Fire Protection and shall include all Members.

Fire Services Property means all real and personal property owned or controlled by the Town and designated for use by Fire Services including but not limited to Apparatus, Equipment and fire stations.

Fireworks includes Consumer Fireworks, Display Fireworks and Special Effect Pyrotechnics, but does not include distress flares or any other pyrotechnic or any other explosive devices;

Fireworks Permit means a permit issued by the Fire Chief, pursuant to this Bylaw, authorizing a person to purchase, possess, handle, discharge, fire or set off Fireworks in the Town, and constitutes written permission for purposes of the Alberta Fire Code;

Fireworks Sales Permit means a permit, issued by the Fire Chief, pursuant to this Bylaw, authorizing a person to distribute, sell, possess, handle or store for the purpose of selling Fireworks in the Town, and constitutes written permission for purposes of the Alberta Fire Code;

~~Incident means a fire or a situation where a fire or explosion is imminent or any other emergency where there is a danger or possible danger to life or property;~~

Incident means a fire, explosion, rescue, alarm call, or any situation presenting a danger or a possible danger to life or property to which the Fire Department has responded.

Incident Command means the Fire Chief, or in the absence of the Fire Chief, the highest-ranking Member who first arrives at the scene of an Incident.

~~Incinerator Fire~~ shall means any fire for the burning of wastes within the confines of an enclosed, non-burnable, container controlled for such purposes.

Member means any person who is duly appointed as a member of Fire Services, including part time or volunteer members, the Fire Chief and any Officer. ~~and includes a Fire Chief;~~

Nuisance means the causing of opaque, dense and/or malodorous smoke by or from any fire permitted or allowed under this ~~policy~~ Bylaw, at the discretion of the Fire Chief or ~~his~~ their designate.

Peace Officer means a bylaw enforcement officer appointed by the Town pursuant to the *Municipal Government Act* and includes members of the Royal Canadian Mounted Police and, when authorized, a community peace officer appointed under the *Peace Officer Act*.

Person means a natural person, an association of natural persons, a partnership, or a

corporation.

Prohibited Debris means any combustible waste that, when burned, may result in the release to the atmosphere of dense smoke, offensive odours or toxic substances and includes but is not limited to:

- Animal manure;
- Pathological waste;
- Non-wooden material;
- Waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;
- Combustible material in automobile bodies;
- Residential and commercial paints and aerosols (pressurized or not)
- Tires;
- Rubber or plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
- Used oil;
- Wood or wood products containing substances for the purpose of preserving wood;
- straw and stubble;
- grass and weeds;
- leaves and tree pruning's;
- brush and fallen trees on newly cleared land or associated with logging operations;
- used power, telegraph and telephone poles that do not contain wood preservatives;
- wooden materials, which do not contain wood preservatives, from the construction or demolition of buildings;
- solid waste from post and pole operations that does not contain wood preservatives; and,
- solid waste from tree harvesting operations;

Special Effect Pyrotechnics means Fireworks listed as Class F.3 in Part 17 of the Explosives Regulations;

Recreational Fire means a fire confined within a non- combustible structure or container, which is lit for the purpose of cooking, obtaining warmth or viewing for pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane.

Town means the Town of Milk River.

~~Violation Ticket means a violation ticket issued for an offence committed against any of the provisions of this Bylaw under Part 2 of the Provincial Offences Procedure Act;~~

"Violation Ticket" means a violation ticket issued pursuant to the Provincial Offences Procedure Act, R.S.A. 2000, C. P-34, as amended, and the regulations thereunder.

3.0 FIRE SERVICES

3.1 Council hereby provides Fire Services in the Town for the purpose of:

- (a) Preventing and extinguishing fires;
- (b) Preserving life and property and protecting persons and property from injury or destruction by fire, natural disasters and Dangerous Goods
- (c) Preventing prairie or running fires and enforcing the provisions of the *Forest Prairie and Protection Act*;
- (d) Preventing, combating and controlling Incidents;
- (e) Carrying out preventable controls;

- (f) Fulfilling the requirements of any mutual aid agreements with other municipalities;
- (g) Maintaining and operating Apparatus and Equipment for extinguishing fires and preserving life and property;
- (h) Providing medical co-response services, when requested by dispatch services;
- i. providing emergency medical response, excluding ambulance services;
- (i) Providing rescue services;
- ~~(j) Conducting/providing for pre-fire planning and fire inspections;~~
- ~~(k)(j)~~ Providing public education and information regarding fire safety; and
- ~~(l)(k)~~ Training or other Member development in accordance with the policies and guidelines established by the Town from time to time and all applicable legislation.
- i. responding to, and mitigating Dangerous Goods Incidents, and/or retaining third parties to provide assistance with such Incidents, when necessary; and

3.2 By agreement with the County of Warner No. 5, Fire Protection shall be provided in the County of Warner No. 5.

4.0 AUTHORITY AND RESPONSIBILITY OF FIRE CHIEF

4.1 Fire Chief shall be appointed by Council and report to the Chief Administrative Officer.

4.2 The Fire Chief shall be responsible to the CAO for the performance of ~~his~~ duties pursuant to this Bylaw and all applicable policies of the Town.

4.3 The Fire Chief shall be responsible for appointing a Deputy Fire Chief, whom will accept the role and responsibility of the Fire Chief in their absence.

4.4 The Fire Chief shall manage and administer the affairs of the Fire Department pursuant to this Bylaw, applicable Town policies, direction of the CAO, and agreements with other municipalities.

4.5 The Fire Chief may prescribe rules, regulations and policies for the ongoing organization and administration of Fire Services, including but not limited to: the appointment, recruitment, conduct, discipline, duties, training and responsibilities of members; the efficient operation of Fire Services; the operating procedures of the department; and may perform such other functions and have such other powers and responsibilities the CAO may from time to time prescribe.

4.6 The Fire Chief shall be responsible for supervising the Members and the day-to-day operation, maintenance and protection of Fire Services Property.

4.7 Subject to the approval of the CAO, the Fire Chief shall establish Standard Operational Guidelines for the provision of Fire Protection that are consistent with this Bylaw and all applicable policies of the Town and the Province of Alberta.

4.8 The Fire Chief may dismiss Members from the Fire Department, in accordance with applicable Town guidelines.

4.9 The Fire Chief shall maintain and submit to CAO on a timely basis:

- a. Records of all business transactions of the Fire Department;
- b. Records of all Incidents attended by the Fire Department and actions taken; and
- c. Any other records incidental to the operation of the Fire Department;

4.10 The Fire Chief may, subject to the Council approved budget, appoint as many

Members and Officers as the Fire Chief deems required for the operation of the Fire Department.

4.11 The Fire Chief has complete responsibility and authority over the Fire Department, and the delivery of Fire Protection, subject to:

- (a) this Bylaw;
- (b) all applicable Town policies and guiding documents;
- (c) the direction the Chief Administrative Officer; and
- ~~(a)~~(d) the direction of Council.

5.0 AUTHORITY AND RESPONSIBILITY OF MEMBERS

5.1 Members are responsible to the Fire Chief for the performance of their duties pursuant to this Bylaw and applicable policies of the Town.

5.2 Any Member charged with a duty under this Bylaw acting in good faith, is hereby relived from all personal liability for any damages that may occur to persons or property as a result of any act or omissions in the discharge of those duties.

- (a) extinguish or control any fire,
- (b) perform the operations necessary to preserve life and Property;
- (c) enter onto any Property for the purpose described in subsections (a) or (b); and
- (d) regulate the conduct of the public in and around the vicinity of any place where a Member is performing the activities described in subsections (a) or (b).

6.0 AUTHORITY AND RESPONSIBILITY OF INCIDENT COMMAND

6.1 Incident Command at an Incident shall have control, direction and management of all Apparatus, Equipment and manpower assigned to that Incident and shall continue to act as the Incident Command until relieved by another Member authorized to do so.

6.2 Incident Command shall take action as deemed necessary for preserving life and property and protecting persons and property from injury or destruction by fire or other emergency and is authorized to:

- (a) Enter, pass through or over buildings, structures or property whether adjacent or in proximity to an Incident and to cause Members or Apparatus to enter or pass through or over the building, structure or property without permission;
- (b) Establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Member in Charge;
- (c) Request the RCMP, Peace Officers and Bylaw Enforcement Officers to enforce restrictions on persons entering within the boundaries or limits outlined in subsection (b);
- (d) Cause a building, structure or thing to be pulled down, demolished or otherwise removed;

- (e) Request Town manpower and Equipment which he considers necessary to deal with an Incident; and
- (f) Request any adult person who is not a Member, to assist in:
 - i. Extinguishing a fire or preventing the spread thereof;
 - ii. Removing furniture, goods and merchandise from any building or structure on fire or in danger thereof and in guarding and securing same; and
 - iii. Demolishing a building or structure at or near the fire or other Incident.

7.0 REQUIREMENT TO REPORT

7.1 The owner of any Property damaged by fire shall immediately report the particulars of such fire to the Fire Department.

7.2 The owner of any Property upon which Dangerous Goods have been spilled or released shall immediately report particulars of such spill or release to the Fire Department.

7.47.3 Any person who has spilled or released any Dangerous Good shall immediately report particulars of such spill or release to the Fire Department.

8.0 PERMITTED AND PROHIBITED FIRES

- 8.1 No person shall light or cause to be lit any outdoor fire or permit any outdoor fire upon land owned or occupied by ~~him~~themselves or under ~~his~~their control within the boundaries of the Town unless the fire is a Recreational Fire or as otherwise provided for under this Bylaw.
- 8.2 No person shall ignite, construct or create a fire within a Burning Barrel, in the Town limits.
- 8.3 No person shall ignite, construct or create a recreational fire in a park or public area unless the fire occurs at a location so designated within the park or public area, or in a device or structure so designated for that purpose in the park or public area.
- 8.4 No person shall, either directly or indirectly, personally or through an agent, servant, or employee, kindle a fire and let it become a running fire on any land not ~~his~~their ~~her~~-own property or allow any fire to progress to the property of another.
- 8.5 No person shall light a permitted fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times.
- 8.6 No person shall permit a fire, or the smoke resulting from such fire, to become a nuisance as defined by this policy the key is consideration for others. No heavy smoke or noxious smelling fires shall be permitted. Should a complaint be received by the CPO, the site will be investigated and a determination will be made as to whether the fire should be extinguished.
- 8.7 No person, persons or corporation shall light, ignite, start or cause to be made an open fire of non-burnable debris, or cause or permit open burning unless it is in a gas fired incinerator for which approval to construct and a license to operate have been obtained in accordance with federal and provincial legislation.
- 8.8 When a fire is lit under the circumstances prohibited above, the owner or occupier of the land or the person having control of the land upon which such fire is lit shall: extinguish the fire

immediately, or when unable to extinguish the fire immediately, report the fire to the Fire Department.

8.9 No person shall burn or cause to be burned any Prohibited Debris within the boundaries of the Town.

9.0 Recreational Fires require:

- (a) A minimum of 3.0 metres clearance shall be maintained from buildings, property lines or any combustible material;
- (b) Only clean, dry wood, charcoal, natural gas and propane to be burned;
- (c) Installations must have enclosed sides made from bricks, concrete blocks, heavy gauge metal or other suitable non-combustible components;
- (d) The fire pit or barbeque is equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
- (e) The fire pit or barbeque pit height does not exceed 0.6 metres when measured from the surrounding grade to the top of the pit opening;
- (f) The fire pit or barbeque pit opening does not exceed 1.0 metre in width or in diameter when measured between the widest points or interior edges; and
- (g) Is generally acceptable to the Fire Chief and to the Fire Safety Codes Officer having jurisdiction.

9.1 Outdoor fireplaces must meet the following requirements

- (a) A minimum of 1.0 metre clearance measured from the nearest fireplace side or rear edge, and 3.0 metres from the front edge is maintained from buildings, property lines, or other combustible material;
- (b) The fireplace is constructed of materials, such as bricks or rocks, that are heat and flame resistant;
- (c) The fireplace is equipped with a chimney that is not less than 2.5 metres in height when measured from the base of the fire burning area;
- (d) The fireplace chimney is equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
- (e) The base of the fire burning area is not less than 0.3 metres above the surrounding grade;
- (f) The fire chamber does not exceed 1.25 metres in width, and is at least 0.4 metres but not more than 0.6 metres in depth; and
- (g) Is generally acceptable to the Fire Chief and to the Fire Safety Codes Officer having jurisdiction.

10.0 FIREWORKS: FIREWORKS PERMIT

10.1 No person shall purchase, possess, handle, discharge, fire or set off Fireworks within the Town unless they hold a valid Fireworks Permit.

10.2 An application for a Fireworks Permit shall be submitted to the Fire Chief, in writing, in the form approved by the Town, no less than five (5) business days prior to the date on which the Fireworks are to be discharged.

10.3 A person who submits an application for a Fireworks Permit shall pay any applicable fee set out in [Schedule A](#).

10.4 Upon receipt of a completed application for a Fireworks Permit, and the fee contemplated by subsection 10.3, the Fire Chief may, in ~~his or her~~their discretion:

- (a) refuse to issue a Fireworks Permit; or
- (b) issue a Fireworks Permit, with or without conditions.

10.5 No person shall apply for a Fireworks Permit, and no Fireworks Permit shall be issued:

(a) in respect of Consumer Fireworks or Display Fireworks, unless the applicant holds a display supervisor fireworks operator certificate issued pursuant to the Explosives Act and the regulations thereunder; or

(b) in respect of Special Effect Pyrotechnics, unless the applicant holds the required fireworks operator certificate for the use of Special Effect Pyrotechnics, issued pursuant to the Explosives Act and the regulations thereunder.

10.6 No person under the age of eighteen (18) years shall apply for, or be issued, a Fireworks Permit.

10.7 A Fireworks Permit shall include:

(a) the time(s) and date(s) for which the Fireworks Permit is valid; and

(b) the location(s) where the Fireworks may be discharged;

which shall constitute terms and conditions of the Fireworks Permit.

10.8

No person shall purchase, possess, handle, discharge, fire or set off Fireworks in a manner that is contrary to the terms and conditions of a Fireworks Permit, or otherwise contravene any term or condition of a Fireworks Permit.

10.9 Any person purchasing, possessing, handling, discharging, firing or setting off Fireworks shall keep the Fireworks Permit available for immediate production to a Member or Enforcement Officer upon demand.

10.10 The Fire Chief may suspend or revoke a Fireworks Permit if, in the opinion of the Fire Chief, acting reasonably:

(a) the holder of the Fireworks Permit has contravened this Bylaw, the Alberta Fire Code, applicable legislation or the terms and conditions of the Fireworks Permit; or

(b) the suspension or revocation of the Fireworks Permit is necessary or desirable for the protection of persons or Property.

10.11 The person to whom a Fireworks Permit is issued shall:

(a) ensure that no fire or other damage occurs as a result of Fireworks or Fireworks debris;

(b) in the event that a fire occurs, extinguish the fire immediately or contact the Fire Department without delay;

(c) ensure that no Fireworks debris or other waste is left behind after the Fireworks are discharged;

(d) ensure that:

(i) where Consumer Fireworks or Display Fireworks are to be discharged, all requirements of the most recent version of the Display Fireworks Manual published by Natural Resources Canada, are complied with;

(ii) where Special Effect Pyrotechnics are to be discharged, all requirements of the most recent version of the Special Effect Pyrotechnics Manual, published by Natural Resources Canada, are complied with; and

(iii) all Alberta Fire Code and Fireworks Permit requirements regarding the discharge of Fireworks are complied with.

10.13 In the event that Fireworks are discharged without a valid Fireworks Permit, the person who causes a Firework to be ignited shall be accountable for those responsibilities listed in subsection 10.1 1 above.

SECTION 11: FIREWORKS: FIREWORKS SALES PERMITS

11.1 No person shall sell, offer for sale or store for the purpose of sale, Fireworks within the Town unless they hold a valid Fireworks Sales Permit.

11.2 An application for a Fireworks Sales Permit shall be submitted to the Fire Chief, in writing, in the form approved by the Town.

11.3 A person who submits an application for a Fireworks Sales Permit shall pay any applicable fee set out in the Rates Bylaw.

11.4 Upon receipt of a completed application for a Fireworks Sales Permit, and the fee contemplated by subsection 11.3, the Fire Chief may, in ~~his or her~~their sole discretion:

(a) refuse to issue a Fireworks Sales Permit; or

(b) issue a Fireworks Sales Permit, with or without conditions.

11.5 A Fireworks Sales Permit shall expire one (1) year after the date on which the Firework Sales Permit was issued, unless the Fireworks Sales Permit establishes a shorter time period.

11.6 All requirements for Fireworks sales found in the Alberta Fire Code are deemed to constitute terms and conditions of any Fireworks Sales Permit.

11.7 No person shall sell, offer for sale or store for the purposes of sale, Fireworks in a manner that is contrary to the terms and conditions of a Fireworks Sales Permit, or otherwise contravene any term of condition of a Fireworks Sales Permit.

11.8 A person that has been issued a Fireworks Sales Permit shall post the Fireworks Sales Permit in a manner clearly visible to the public at the premises where the Fireworks are sold, offered for sale, or stored for the purpose of sale.

11.9 The Fire Chief may suspend or revoke a Fireworks Sales Permit if, in the opinion of the Fire Chief, acting reasonably:

(a) the holder of the Fireworks Sales Permit has contravened this Bylaw, the Alberta Fire Code, applicable legislation or the terms and conditions of the Fireworks Sales Permit; or

(b) the suspension or revocation of the Fireworks Sales Permit is necessary or desirable for the protection of persons or Property.

12.0 FIRE BAN

12.1 The Town may, from time to time, prohibit all Fires in the Town, when in the opinion of the Fire Chief, Mayor and CAO that the prevailing environmental conditions give rise to an increased risk of a fire running out of control.

12.2 A Fire Ban imposed pursuant to section 8.1 of this Bylaw shall remain in force until either the date provided in the notice of the Fire Ban or until such time as the Town provides notice to the public that the Fire Ban is no longer in effect.

12.3 Notice of a Fire Ban shall be provided to the public. Notice may be in the form of signs posted throughout the municipality, in locations to be determined by the Town, through a public service message on the local radio stations, or by any other means which the Town determines is appropriate for the purpose of informing the public of the Fire Ban.

12.4 When a Fire Ban is in place, no person shall ignite any fire and shall immediately extinguish

any fire lit once the person knows or ought reasonably to know of the Fire Ban.

13.0 FIRE PROTECTION CHARGES

13.1 Upon providing Fire Protection on a parcel of land within or outside the Town's boundaries, the Town may, in its sole and absolute discretion, charge any or all of the following persons, namely:

- (a) The person or persons causing or contributing to the fire; or
- (b) The owner or occupant of the parcel of land;

(a) the person with control over the parcel of land on which Fire Protection was provided, which may include, without restriction, a property manager; and

(b) the person or persons who requested the Fire Protection;

Fire Protection Charges, and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to the Town.

13.2 Fire Protection Charges shall be paid within sixty (60) days of receipt.

13.3 Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Town is entitled to on the parcel of land in respect of which the indebtedness is incurred.

13.4 The owner of a parcel of land within the Town to which Fire Protection is provided is liable for Fire Protection Charges incurred and the Town may add to the tax roll of the parcel of land all unpaid Fire Protection Charges, which forms a special lien against the parcel of land in favor of the Town from the date the amount was added to the tax roll, in accordance with section 553 of the *Municipal Government Act*.

13.5 Where the Fire Department has responded to a motor vehicle collision, the Town may, in its discretion, charge Fire Protection Charges to any or all of the following persons, in addition to those persons identified in subsection 13.1:

(a) the owners of motor vehicles involved in the collision; and

(b) where the motor vehicle collision has occurred on a provincial highway, the Government of Alberta;

and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to the Town.

13.6 Without limiting the generality of subsection 13.1, the Town may charge a fee, set out in the Rates Bylaw, if the Fire Department responds to a Security Alarm that has been routed to the Fire Department, and such fee may be charged to any person who caused or contributed the triggering of the Security Alarm, in addition to those persons identified in subsection 13.1.

13.7 Without limiting the generality of subsection 13.1:

(a) the Town may charge a fee, set out in the Rates Bylaw, when the Fire Department responds to more than two (2) False Alarms originating from the same alarm system or Property within the same calendar year, and such a fee may be charged to any person who caused or contributed to the False Alarm, in addition to those persons identified in subsection 13.1;

(a) if the Fire Department receives a False Alarm, but is advised that the notification received was a False Alarm before any Fire Department Apparatus has left the fire station and, as

a consequence, only one Fire Department Apparatus responds in order to reset the alarm system, the applicable fee payable pursuant to subsection shall be reduced by fifty (50%) percent; and

(b) for greater certainty, the fee reduction described in subsection (b) shall apply to False Alarms only, and shall not apply to Security Alarms routed to the Fire Department.

13.8 Without limiting the generality of subsection 13.1, where the Fire Department has attended at a Property in response to an alarm, call or notification of any kind, including a False Alarm or Security Alarm, and:

(a) the Property is not equipped with a Fire Department approved lock-box, in an accessible location on the Property, that contains current keys and/or access codes capable of providing the Fire Department with access to the building; and

(b) the owner or occupant of the Property, or other person with control of the Property, does not provide the Fire Department with access to the interior of the building within fifteen (15) minutes of the Fire Department's arrival at the Property;

the Town may impose a response fee for a single engine Apparatus, as set out in the Rates Bylaw, which fee shall be applied to the period of time from the Fire Department's arrival at the Property until access has been provided to the interior of the building, and such charge shall be payable in addition to any other Fire Protection Charges that may be applicable in the circumstances.

13.9 For greater certainty, the rates, fees and charges described in subsections 13.3 to 13.5 are Fire Protection Charges, and subsection 13.1 applies to these rates, fees and charges.

13.10 Fire Protection Charges imposed by the Town shall be paid, in full, on or before the due date imposed by the Town.

13.11 Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Town is entitled to on the parcel of land in respect of which the indebtedness is incurred.

~~13.5~~13.12 Without limiting subsection 13.1, the owner of a parcel of land within the Town is liable for Fire Protection Charges that are specifically related to the Fire Department extinguishing fires on the parcel of land, and the Town may add, to the tax roll of the parcel of land, all unpaid Fire Protection Charges that are related to the Fire Department extinguishing fires on the parcel, which forms a special lien against the parcel of land in favour of the Town from the date the amount was added to the tax roll, in accordance with section 553 of the *Municipal Government Act*.

14.0 NOTICE

14.1 Any notice provided for in this Bylaw shall be in writing.

14.2 Service of any notice provided for in this Bylaw may be made as follows:

(a) Personally upon the person to be served; or to any person receiving it on ~~his or her~~their behalf; or

- (b) By mailing the copy to the person to be served to the last known post office address of the person to be served.
- (c) Where the Property is not occupied, by mailing the notice by regular mail to the mailing address noted on the Town tax roll for the Property.
- (d) As directed by the courts.

104.3 Service is presumed to be effected under section 10.2:

- (a) Seven days from the date of mailing if the document is mailed in Alberta to an address in Alberta; or
- (b) Subject to fourteen days from the date of mailing if the document is mailed in Canada to an address in Canada; unless the document is returned to the sender other than by the addressee, or the document was not received by the addressee, the proof of which lies on the addressee.

145.0 INSPECTION AND ENFORCEMENT

154.1 Where a parcel of land does not comply with this Bylaw or a person contravenes this Bylaw, the Town may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy contraventions or dangers, remedying contraventions or dangers by the Town, adding amounts to the tax roll of the owner of the parcel, and pursuing injunctions pursuant to the *Municipal Government Act*.

154.2 The Fire Chief is authorized to carry out inspections of land and structures, issue orders, remedy conditions and contraventions, and enforce this Bylaw in accordance with the *Municipal Government Act*.

16.0 OFFENCES

162.1 No person shall:

- (a) Contravene any provision of this Bylaw;
- (b) Impede, obstruct or hinder a Member, or any other person assisting or acting under the direction of a Member from carrying out any function or activity related to the provision of Fire Protection Services;
- (c) Damage or destroy or interfere with the operation of any Apparatus, Equipment or Fire Services Property; A person who has damaged or destroyed any Apparatus, Equipment or Fire Department Property shall, in addition to any penalty imposed pursuant to this Bylaw, be liable for, and pay upon demand, all costs incurred by the Town to repair or replace the Apparatus, Equipment or Fire Department Property in question.
- i. Falsely represent himself-oneseif as a Member, or other person affiliated with the Fire Department, including by, without limiting the generality of the foregoing, wearing or displaying any insignia or materials of the Fire Department, without authorization from the Fire Chief;
- (d) Obstruct or otherwise interfere with access by Fire Services or Fire Services Property to:

- i. The scene of an Incident;
- ii. A fire hydrant or other body of water designated for firefighting purposes; or
- iii. To connections to fire mains, stand pipes, or sprinkler systems.

(e) Cross any boundaries or limits established by the Fire Services in accordance with this Bylaw, without the express authorization of the Member in Charge;

(f) Cause or permit a Burning Hazard or Fire Hazard to exist on a parcel of land;

i. Deposit, discard or abandon any burning matter or substance **in a location where it may reasonably be expected to ignite other material and cause a fire;**

(g) Light a fire or cause a fire to be lit during a Fire Ban;

(h) Provide false, incomplete or misleading information to the Fire Chief, a Member or a Peace Officer with respect to a fire;

(i) Light a fire on any land not **their** own without the written consent of the owner of the land;

(j) Permit a fire lit by that person to pass from **his** their own land to the land of another person;

(k) Light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;

(l) Conduct any activity that might reasonably be expected to cause a fire unless that person exercises reasonable care to prevent a fire from occurring;

(m) Conduct any activity that involves the use of a fire, where smoke produced by the fire may impede the visibility of vehicular and pedestrian traffic on any road or highway;

(n) Use a fire to burn Prohibited Debris;

(o) Have more than one false alarm over a twelve-month period;

173.0 PENALTIES

173.1 A person who contravenes any provision of this Bylaw or with any order or request directed to that person pursuant to this Bylaw is guilty of an offence and is liable, upon summary conviction, to the specified penalty for the offence set out in Schedule "A".

184.0 VIOLATION TICKET

184.1 A RCMP Officer or Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any person who the RCMP Officer or Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

184.2 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may;

- (a) Specify the fine amount established by this Bylaw for the offence; or
- (b) Require a person to appear in court without the alternative of making a voluntary payment.

19. VOLUNTARY PAYMENT

~~195.~~1 A person who commits an offence may:

- (a) If the Violation Ticket is issued in respect of the offence; and
- (b) If the Violation Ticket specifies the fine amount established by this Bylaw for the offence;

Make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

~~195.~~2 When the Clerk records in the Court records the receipt of a voluntary payment pursuant to Section 15.1 and the *Provincial Offences Procedure Act*, the act of recording receipt of that payment constitutes acceptance of the guilty plea and also constitutes the conviction and the imposition of a fine in the amount of the specified penalty.

SEVERABILITY

~~196.~~1 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

20. APPEAL PROCESS

~~17.1~~~~20.1~~ Residents may appeal any Fire Protection Charges or Penalties, by writing an appeal letter to Council.

- (a) Letters must include the following information; name, address, the address of incident, date of the incident, reasons for the appeal, evidence that is applicable and if you would like to participate as a delegation on the next available Council meeting.
- (b) After Council has reached a decision on the appeal, affected parties will be notified of the decision within 5 business days.

REPEAL

~~21.~~ ~~17.1~~ Bylaw ~~939 as amended~~ 1005 is hereby repealed.

~~17.2~~ ~~Bylaw 940 as amended is hereby repealed.~~

EFFECTIVE DATE

18.1 This Bylaw shall come into force and effect upon third and final reading.

READ a first time this _____ day of _____, 2023.

Read the second time this _____ day of _____, 2023

SCHEDULE "A" – SPECIFIED PENALTIES

<u>OFFENCE</u>	<u>SPECIFIC PENALTY</u>
Contravention of any provision of this Bylaw	\$400.00
Second or subsequent offence within one (1) Year	\$600.00

DRAFT

Request for Decision

Nuisance Bylaw 1024 and Policy R1.0 Care and Maintenance of Trees

August 14, 2023



RECOMMENDATION

That Council directs Administration to

LEGISLATIVE AUTHORITY

Bylaw 1024

Policy R1.0

BACKGROUND

As part of the policy review, administration has identified contradicting provisions regarding the responsibility surrounding the care and maintenance of trees in Milk River.

Bylaw 1024, section III, 1a and c, states the following:

SECTION III NUISANCES

1.) "Nuisance" for the purpose of this by-law means any use of or activity upon any property which is offensive to any person, or has or may have a detrimental impact upon any person or other property in the neighborhood, and without limiting the generality of the foregoing, includes the following:

- (a) the failure to cut grass or weeds, including responsibility for the land at the front of property to the centre of the Street/Avenue and at the alley to the centre of the alley;
- (c) the owner of properties in the Town of Milk River, shall trim all trees, shrubs, bushes or hedges so that:
 - i) they are clear of all sidewalks and alleyway lanes, and do not overhang from such property to interfere with pedestrian or vehicular traffic lawfully using such street, sidewalk or walkway;
 - ii) they do not interfere with or endanger visibility to street signage or sidewalks, roadway clearance beneath them of a distance of three (3) meters from the top of the sidewalks, roadway or alleyway to the lowest most branch;
 - iii) along the frontage of properties and on corner lots with intersections, the bushes, shrubs, or hedges must be trimmed to a maximum height of one (1) meter.

Policy R1.0, the first two bullet points are as follows:

- All trees and shrubs planted in boulevards including the alleys are the property of the Town of Milk River.
- The Town will care for and maintain the trees and shrubs already existing in boulevards and alleys within the corporate limits of the Town of Milk River, recognizing the need to maintain the urban forest, protect infrastructure such as sidewalks, curb, gutter, pavement and municipal utilities and prevent liability in cases where trees become a hazard to persons and private property. Care and maintenance does not include watering.

Administration is seeking clarification as to the preferred provision as to ensure consistency within Council's governing documents.

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

1. Nuisance Bylaw 1024
2. Policy R1.0 Care and Maintenance of Trees in Boulevards and Alleys

 <p>TOWN OF MILK RIVER POLICY & PROCEDURE MANUAL</p>	<p>SECTION: ROADS</p>
<p>POLICY: CARE AND MAINTENANCE OF TREES IN BOULEVARDS & ALLEYS</p>	<p>POLICY NUMBER: R1.0</p>
<p>ADOPTED BY COUNCIL: May 10, 2010</p>	<p>AMENDED: June 8, 2014</p>

PURPOSE

To establish a policy defining the care and maintenance of trees in boulevards and alleys in order to maintain the urban forest, protect municipal infrastructure, persons and private property.

DEFINITIONS

1. Tree - shall mean a woody perennial plant having a single usually, elongate main stem generally with few or no branches on its lower part but for the purpose of this policy does not include a bush or shrub.

POLICY

- All trees and shrubs planted in boulevards including the alleys are the property of the Town of Milk River.
- The Town will care for and maintain the trees and shrubs already existing in boulevards and alleys within the corporate limits of the Town of Milk River, recognizing the need to maintain the urban forest, protect infrastructure such as sidewalks, curb, gutter, pavement and municipal utilities and prevent liability in cases where trees become a hazard to persons and private property. Care and maintenance does not include watering.
- The Public Works Foreman will cause to be removed any stump or to kill any stump or tree base left after removal of a boulevard and alley tree or shrub and will cause the boulevard to be repaired. The Public Works Foreman will cause any tree or shrub which should be removed due to spacing in order to protect the other trees and shrubs.
- The Town will arrange for annual pruning of boulevard trees in order to keep the tree healthy. Any abutting or adjoining property owner or renter who wishes to prune more than what the Town conducts may do so without permission and at their cost.
- Any abutting or adjoining property owner or renter may remove any boulevard or alley tree at their own expense without permission from the Town.

- No tree may be planted within ten (10) feet (3.048 meters) of a property line where there is a public sidewalk or boulevard.
- The Town of Milk River shall have the right to remove or cause to be removed after five (5) days notice by registered mail to all abutting property owners any boulevard tree which in the opinion of the Public Works Foreman warrants such removal and in particular where the tree in any way interferes with or endangers the municipal utility works, sidewalks, curbs, gutters and pavement or other works of a municipal nature. This section will not apply in cases where a tree or shrub has been broken or uprooted during a storm. Such trees or shrubs will be removed as soon as possible to protect persons and property from harm.
- Any signs erected on private property and over public sidewalks or highways shall be located so that they will in no way interfere with a boulevard tree and will not necessitate pruning or thinning in addition to normal practices. Posters, signs or other devices will not be allowed to be attached or mounted to trees or bushes in boulevards and the Public Works Foreman will cause such to be removed upon finding them.

Policy Approval Date: May 10, 2010 Passed by Motion No.:
Policy Amended Date: June 9, 2014 Passed by Motion No.: 2014-06-08

BY-LAW NO.1024

A BY-LAW OF THE TOWN OF MILK RIVER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF REGULATING AND CONTROLLING UNSIGHTLY AND UNTIDY PREMISES, FOR THE CONTROLLING OF NOXIOUS / RESTRICTED AND OTHER WEEDS, THE TRIMMING OF TREES, AND THE ABATEMENT OF NOISE AND OTHER NUISANCES.

WHEREAS the Council of the Town of Milk River, in the Province of Alberta, duly assembled may pass a by-law and/or regulation pursuant to Section 7(c) of the Municipal Government Act, being Chapter M-26, Revised Statutes of Alberta 2000, as amended;

AND WHEREAS the Council of the Town of Milk River, in the Province of Alberta, duly assembled may pass a bylaw and/or regulation pursuant to the Provincial Weed Act, being Chapter W-6, R.S.A. 1990, and amendments thereto;

AND WHEREAS, the Council of the Town of Milk River, in the Province of Alberta, deems it proper and expedient to pass a Bylaw for the purposes of controlling nuisances within the Town.

NOW THEREFORE, the Council of the Town of Milk River duly assembled enacts as follows:

SECTION I This By-Law shall be cited as “THE NUISANCE BY-LAW”

SECTION II **DEFINITIONS**

In this By-Law:

- (a) TOWN - means the corporate limits of the Town of Milk River, in the Province of Alberta.
- (b) COUNCIL - means the duly elected Council of the Town of Milk River.
- (c) CAO - means the person designated by the Town Council to carry out the Administrative duties of the Town of Milk River.
- (d) OWNER - means the registered owner of the land or premises for which an order or direction has been issued and served pursuant to this By-Law.
- (e) OCCUPANT - is the person or persons who reside at or on a property whether they are the owners or lessees.
- (f) PROPERTY – means real property and includes land, together with all improvements which have been so affixed to the land as to make them in fact and in law a part thereof.
- (g) COMMUNITY PEACE OFFICER - means a member of the Milk River RCMP, a Special Constable or a Community Peace Officer.

- (h) WEEKDAY- means any day other than a Sunday, Saturday or a holiday

SECTION III **NUISANCES**

1.) “Nuisance” for the purpose of this by-law means any use of or activity upon any property which is offensive to any person, or has or may have a detrimental impact upon any person or other property in the neighborhood, and without limiting the generality of the foregoing, includes the following:

- (a) the failure to cut grass or weeds, including responsibility for the land at the front of property to the centre of the Street/Avenue and at the alley to the centre of the alley;
- (b) the failure to destroy restricted weeds, control noxious weeds, or prevent the spread or scattering of nuisance weeds, as per the Provincial Weed Act.
- (c) the owner of properties in the Town of Milk River, shall trim all trees, shrubs, bushes or hedges so that:
 - i) they are clear of all sidewalks and alleyway lanes, and do not overhang from such property to interfere with pedestrian or vehicular traffic lawfully using such street, sidewalk or walkway;
 - ii) they do not interfere with or endanger visibility to street signage or sidewalks, roadway clearance beneath them of a distance of three (3) meters from the top of the sidewalks, roadway or alleyway to the lowest most branch;
 - iii) along the frontage of properties and on corner lots with intersections, the bushes, shrubs, or hedges must be trimmed to a maximum height of one (1) meter.
- (d) the generation of excessive dust and permitting such dust to escape from the property;
- (e) the use of any pesticide or herbicide which has significant detrimental or environmental effects on surrounding areas;
- (f) the failure to control or eliminate insect pests harmful to the growth and development of trees and shrubs or any vegetable or plant life;
- (g) the owners of properties in the Town of Milk River, shall ensure that:
 - i) the neat and orderly storage of unregistered and un-operational vehicles be limited to no more than two (2) vehicles on any one property;
 - ii) the neat and orderly storage or accumulation of, or failure to dispose of, discarded or dilapidated furniture or household appliances, scrap metals, scrap lumber, tires, and motor vehicle parts;

- (h) the posting or exhibiting of posters, signs, billboards, placards, writings or pictures upon any fence or wall on any property, where the same are accumulated and become in a dilapidated and unsightly condition.
- (i) building structures as described in Section IV of this Bylaw;
- (j) Litter as described in Section V of this Bylaw;
- (k) noise as described in Section VII of this Bylaw;

2) No person being the owner, agent of the owner, lessee or occupier of any property within the Town shall permit such property, or the activities upon such property, to be or to remain a nuisance.

SECTION IV **WRITTEN ORDER**

1.) An Order to remedy dangerous or unsightly property,

- (a) Shall be in writing, shall be served on the person which has allowed a dangerous or unsightly condition, to the registered owner of the property.
- (b) An Order given by the Community Peace Officer pursuant to any of the provisions of the Bylaw shall be deemed to have been duly given and served on the person to whom it is addressed:
 - i) On the Order being personally delivered to the person or whom it is addressed;
 - ii) On leaving the Order with a person apparently over the age of eighteen 18 years at the place of abode of the person to whom the notice is addressed;
 - iii) On sending the Order by mail, addressed to the last known postal address, or address shown on the assessment roll, as the case maybe;
 - iv) On the Order being sent by any electronic means so long as it is possible to make a copy of the document from the electronic signals used by the electronic means;
 - v) In the case where the property is a rental:
 - 1. On the tenant or any adult person, (18 years or older) who apparently resides with the tenant, or
 - 2. If the tenant or adult residing at the property or property owner cannot be served by posting the notice, order or document in a conspicuous place on some part of the premises
- (c) Upon completion of the inspection, the Community Peace Officer or a designated person may direct the owner or occupant of the property to:
 - i) cease the activity which causes the nuisance;
 - ii) change the way in which such person is carrying out the activity;

- iii) direct any person to take any action or measure necessary to compel the elimination or abatement of the nuisance, including the removal of any thing or matter from the property, which constitutes the nuisance;
 - iv) specify the time within which such person must comply with the directions contained in the notice; and
 - v) notify the owner or occupant that if compliance with the notice is not affected within a specified time, the Town of Milk River will take the actions or measures specified in the notice to abate the nuisance, at the expense of the owner or occupier.
- (d) If a Notice / Order of Compliance of the Community Peace Officer or a designated person is not complied with within fourteen (14) calendar days, after the date upon the notice, the Community Peace Officer may enter upon the said premises and carry out an inspection. As per Section 3, the Town of Milk River may remedy any situation and charge any costs incurred back to the owner or occupant, pursuant to the Provincial Weed Act, Section 27 and the Municipal Government Act, Section 553.
- (e) The owner or person who receives a written order pursuant to this bylaw may request Council to review the order by written notice to the CAO within fourteen (14) days of the date the order is received.
 - i) Where an appeal is lodged, the order is stayed pending a final decision of Council.
 - ii) Upon reviewing the order, Council may confirm, vary, substitute or cancel the order.
 - iii) The owner or person who receives the written order may appear before Council in person or through a representative.
 - iv) Notice of decision of Council will be served to the person who requested the Council review.
 - v) Any owner or person affected by the decision of a Council review of an order pursuant to this bylaw may appeal to the Court of Queen's Bench. This appeal must be made within 30 days of the Council's date of decision.
- (f) In the case of a repeat non-compliance, the owner or person who receives the written Order shall have seven (7) days to submit a written request for a review of said Order.
- (g) A repeat offence occurs when the owner contravenes an Order for the same property more than once in a lifetime.
- (h) In the case where the Owner is in repeated non-compliance of an Order, it may be stated a date within which the person must remedy the dangerous or unsightly property. This date shall not be less than 7 days from the date the Notice of Decision of Council Review is received by the owner.

2.) DANGEROUS / EMERGENCY SITUATIONS - means in such case that a dangerous situation has not been remedied by the date required in the notice, the Town may take whatever actions or measures deemed necessary to eliminate the danger to public safety caused by a structure, excavation or hole or to deal with the unsightly condition of property. The Town may take whatever actions necessary to eliminate an emergency.

SECTION V **BUILDINGS / STRUCTURES**

- (a) The owner(s) of properties in the Town of Milk River, shall ensure that old unoccupied residences, no longer in use or in a safe condition for occupancy and old sheds and garages and other buildings in run down/poor condition and unsafe be demolished and removed from the property, or restored to a useable and safe condition in accordance with Building Standards and Codes and with the required demolition or building permits.
- (b) If an Order / Compliance Notice under this Section of the bylaw is not complied with within ninety (90) days of the date of the notice, the Community Peace Officer shall have the right to direct any person to do the work required by the order. *The cost of doing the work required, plus a fifty dollar (\$50.00) administration fee, may be recovered from the Owner of the property as a debt due to the Town of Milk River*, or such costs may be charged against the property taxes due and owing, pursuant to the Municipal Government Act, Section 553.

SECTION VI **LITTER**

1.) No person shall place, deposit or throw or cause to be placed, deposited or thrown upon any Town property, including any street, lane, sidewalk, parking lot, park, or other public place or water source:

- (a) a cardboard or wooden box, carton, container, or receptacle of any kind;
- (b) a paper, wrapper, envelope, or covering of any kind, whether paper or not, from food or confectionery;
- (c) paper of any kind, whether or not containing written or printed matter thereon;
- (d) any glass, crockery, nails, tacks, barbed-wire or other breakable or sharp objects;
- (e) scrap metal, scrap lumber, tire, dismantled wrecked or dilapidated motor vehicle or parts there from;
- (f) any motor vehicle or any part of any motor vehicle which may, in whole or in part, obstruct any highway, street, lane, alley, or other public place;
- (g) dirt, filth or rubbish of any kind whether similar or dissimilar to the foregoing.

- 2.) A person who has placed, deposited or thrown or caused to be placed or thrown anything or any matter mentioned in subsection (1) upon any street, lane, sidewalk, parking place, park, or other public place or water course shall forthwith remove it.
- 3.) No person shall place, deposit or throw or cause to be placed, deposited or thrown upon or into any motor vehicle, which is parked on any street, lane, parking lot or other public place, any leaflet, pamphlet, poster, handbill, flyer or any paper containing printed or written matter, whether advertising or not, with the exception of any violation ticket or summons issued pursuant to lawful authority.
- 4.) The Community Peace Officer, by authorization of the CAO, may direct a Town employee, or other person, to remove and put in storage or destroy anything placed upon Town property in contravention of Section III, V and VI of this By-Law

SECTION VII **TOWN PROPERTY**

No person shall cause or permit or undertake any activity that is a nuisance upon any Town property.

SECTION VIII **NOISE**

- 1.)
- (a) No persons shall, within the Town of Milk River, during any period of the day allow, suffer or permit any electronic equipment, musical instruments, vehicles or any other devices to be sounded or used in any area of the Town of Milk River, that may or is likely to disturb others.
 - (b) No person shall allow, suffer or permit loud noises to be emitted from within a premise occupied or under the control of that person that may or is likely to disturb other persons in the area.
 - (c) No person shall allow, suffer or permit loud noises to be emitted from a vehicle, in its self, or from equipment in the interior of the vehicle that may or is likely to disturb others.
 - (d) No person shall own, keep or harbour any animal or bird which makes, or causes to be made, any noise which disturbs or tends to disturb others.

2.). Domestic Noises

- (a) No person shall operate;
 - i) A motorized or electric construction/lawn/garden tool;
 - ii) A snow clearing device powered by a engine of any type;

In a residential zone between the hours of

- iii) Ten o'clock (10:00PM) in the evening and seven o'clock (7:00AM) in the

morning of the next day which is a weekday; or
iv) Ten o'clock (10:00PM) in the evening and eight o'clock (8:00AM) in the morning of the next day which is a Sunday, Saturday or holiday

3.) Construction Noises

- (a) No person shall carry on construction of any kind that can be heard beyond the boundary of the construction site between the hours of ten o'clock (10:00PM) in the evening and seven o'clock (7:00AM) in the morning of the next day which is a weekday; or
- (b) Ten o'clock (10:00PM) in the evening and eight o'clock (8:00AM) in the morning of the next day which is a Sunday, Saturday or holiday

4.) SPECIAL EXEMPTIONS of this Bylaw may be granted by the Council of the Town of Milk River or by the CAO of the Town of Milk River for:

- (a) special events as designated by Council; and
- (b) the operation of equipment, within reason, within Commercial or Industrial areas / lands of the Town of Milk River, as designed in the Land Use Bylaw; and
- (c) work of an exigent nature being carried on by a town department, utility company, or outside contractor acting on the town's behalf.
- (d) NOTHING HEREIN shall render any person liable to a fine, penalty or punishment for performing work of an emergency nature for the preservation or protection of life, health or property.

SECTION IX ALL PENALTIES

1.) ANY PERSONS who are found to be in contravention of this Bylaw are liable to pay a voluntary penalty, that may be issued and served on a Provincial Part 3 Violation Ticket as follows:

- (a) A one hundred & fifty (\$150.00) dollar fine for first offense;
- (b) A three hundred (\$300.00) dollar fine for second offense; and
- (c) A five hundred (\$500.00) dollar fine for third and subsequent offenses.

2.) ANY PERSON who contravenes any provisions of the bylaw, is guilty of an offense and may be liable on summary conviction to a fine of not more than one thousand (\$1,000.00) dollars or not more than three (3) months imprisonment or to a fine and imprisonment. Any costs incurred by the Town, including, but not limited to costs of prosecution, shall be borne by the owner / occupant in addition to any other penalties or fines.

SECTION X **RESCINDING OF BYLAWS**

The following Bylaws in and for the Town of Milk River are hereby rescind in their entirety:

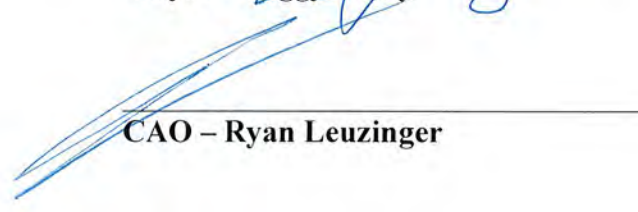
Bylaw No. 1006 – Nuisance By-Law

SECTION XI This Bylaw shall take force and effect upon the final reading thereof.

READ a first, second and with unanimous consent, a third and final time this 9th day of September, 2019.



Mayor – Peggy Losey



CAO – Ryan Leuzinger

Request for Decision

Correspondence

August 14, 2023



RECOMMENDATION

That correspondence for the period ending August 14, 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 Affairs: Funding Letter
2. SouthGrow Membership Letter
3. Canadian Badlands Disbursement Letter
4. Municipal Affairs Mandate Letter
5. Canadian National Fireworks Association



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111593

July 7, 2023

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

Dear Mayor Liebelt:

Further to my predecessor's letter of March 2, 2023, a strong partnership between the province and local governments remains a key priority for the Government of Alberta. To that end, I am pleased to confirm the allocation amounts to your community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs, and the Canada Community-Building Fund (CCBF) program.

For the Town of Milk River:

- The **2023 MSI Capital allocation is \$117,621.**
- The **2023 MSI Operating allocation is \$117,430**, double the 2022 allocation amount.
- The **2023 CCBF allocation is \$51,772.**

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications.

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,

Ric McIver
Minister

cc: Kelly Lloyd, Chief Administrative Officer, Town of Milk River

RECEIVED

JUL 17 2023

July 1, 2023

Town of Milk River

P.O. Box 270

Milk River, AB

T0K 1M0

RE: Certificate of Recognition

On behalf of the SouthGrow Regional Initiative it is with great pleasure and sincere gratitude that we present this Certificate of Recognition to our esteemed members. This certificate serves as a token of our deepest appreciation for your commitment and continuous support towards our shared vision of fostering regional economic development.

We recognize that our success as a Regional Economic Development Alliance (REDA) would not be possible without the dedication, collaboration, and financial contributions of our valued members. Your ongoing support demonstrates your belief in our mission and the importance of our collective efforts in building a prosperous and sustainable future for our communities. This collective effort has been looked upon by both federal and provincial governments as exemplary and continuously receives accolades for the work we do.

Through your membership, you have played a vital role in empowering SouthGrow to pursue bold strategic initiatives, drive economic growth, attract investment, and create opportunities for our communities. Together, we have worked tirelessly to strengthen our regional economy, promote innovation, and enhance the quality of life for all those who call this region home.

We continuously see our multi-year efforts yield important results. SouthGrow Regional Initiative's achievements in advocating for funding, global marketing, energy partnerships, investment attraction, tourism, reconciliation, and other key areas highlight our commitment to regional economic development. Through our members and partners, we are shaping a prosperous and sustainable future for Southern Alberta.

Once again, thank you for your valuable partnership and membership in the SouthGrow Regional Initiative.

Sincerely,



Mayor Jim Willett

Chairperson

SouthGrow Regional Initiative

jimwillett@couttsalberta.com

(403) 492-6592



June 30, 2023

Dear Shareholder,

Canadian Badlands Limited has concluded all financial reporting and has dispersed all assets. CBL's domains has been intrusted to Travel Alberta.

After all expenses we have a balance of \$33,388.23 which is being distributed to all shareholders with the same calculations that were used within the Shareholder policy. The cheque that you have received with this letter must be deposited before Dec 31, 2023. At that time any monies left will be forwarded to Travel Alberta and the bank account will be closed.

SINCERELY

Donna Biggar

\$268.10



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

August 4, 2023

The Honourable Ric McIver
Minister of Municipal Affairs

Dear Minister:

I want to thank you for your service to this government and congratulations on your new role as Minister of Municipal Affairs.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Under your leadership as Minister of Municipal Affairs, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet, and legislative processes to deliver on our platform commitment to, in cooperation with the Minister of Transportation and Economic Corridors, who is the lead, contribute up to \$330 million towards road and bridge construction, LRT connection, site utilities, site reclamation and other supportive infrastructure to support the Calgary arena and entertainment district project. This funding includes up to \$30 million for a new 1,000-seat community arena neighbouring the main arena that will serve youth and amateur hockey.

In addition, I expect you to deliver on further initiatives overseen by your ministry including:

- Working with municipalities and local businesses to benchmark, measure and reduce the time it takes to approve permits to create a more attractive business investment environment.
- Continuing to monitor the Calgary and Edmonton Metropolitan Region Boards to ensure they are serving the needs of their urban and rural residents effectively



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

and fairly without unnecessarily interfering with the autonomy of small and mid-sized municipalities.

- Continuing to improve the delivery of stable, predictable funding through the Local Government Fiscal Framework.
- As lead, collaborating with the Minister of Service Alberta and Red Tape Reduction, Minister of Seniors, Community and Social Services, and Minister of Affordability and Utilities, and informed by on-the-ground municipal realities, developing appropriate incentives and benchmarks to significantly reduce municipal approval times for housing and business park developments.
- Protecting the province's constitutional right to oversee the governance of Alberta's municipalities without federal interference.
- Maintaining and building relationships of trust, partnership and open dialogue with municipal leaders across the province, and bringing feedback and solutions from these discussions with municipal leaders to Caucus and Cabinet for timely consideration and action.
- Teaming with the Minister of Energy and Minerals, who is lead, to ensure our government's new policy on making wellsite transfers contingent on payment of outstanding property taxes is implemented and enforced.
- In collaboration with the Minister of Justice, reviewing the *Local Authorities Election Act*, and making recommendations for any necessary amendments to strengthen public trust in and the integrity of our municipal election laws.
- Working with the Minister of Education and the President of the Treasury Board and Minister of Finance, reviewing the feasibility of amending the Education Property Tax to assist municipalities with retaining more funding for local priorities.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Danielle Smith". The signature is written in a cursive style with a large, stylized 'D'.

Danielle Smith

Premier of Alberta

[View this email in your browser](#)



August 10, 2023

Dear Fireworks Industry Stakeholders,

August 15 is fast approaching and thus far there are 23 delegates speaking to ban fireworks in London, Ontario while only 3 are there to speak in favour of keeping them alive.

This past July we asked you to take action. We've added a petition from our friends at Hindu Legacy in London to add fireworks for celebrating Diwali in London, Ontario.

Fireworks is a cultural right for Canadians. **Keep your freedom and traditions alive by taking action!**

Action items:

1. SPEAK UP: London, ON meeting: [Click here to register](#) (you can attend virtually)
2. PETITION: Allow Fireworks for Diwali in London, ON: [Click Here](#)
3. PETITION: Keep Woodstock, ON fireworks: [Click Here](#)

Scroll down to read more about each action item.

Thank you,

Aleem Kanji
Chief Advocacy Officer
Canadian National Fireworks Association

SPEAK UP! Support London fireworks!

Your comments and voice needs to be heard to keep fireworks alive in London, Ontario!

Speak up virtually or in person by emailing cpssc@london.ca

When?: August 15, 2023 not to be heard before 4:05 PM

Where?: City Hall, Council Chambers, 300 Dufferin Avenue.

London, Ontario is “will be holding a Public Participation Meeting to receive delegations and their comments regarding the consideration of amendments to the Fireworks By-law in consideration to add regulations that address days/dates to discharge fireworks; and regulations on the sale of fireworks.”

“Written submissions regarding this matter to be included on the Community and Protective Services Committee Added Agenda for the meeting should be submitted by no later than 9:00 a.m. on Monday, August 14, 2023 either delivered or mailed to the City Clerk’s Office, Room 308, 300 Dufferin Ave P.O. Box 5035 London, Ontario N6A 4L9. Submissions in accordance with the above-noted deadline may also be e-mailed to cpssc@london.ca”

Register to Speak!

PETITION! Stop the Ban Woodstock, ON!

From Change.org “Woodstock (Ontario) City Council is trying to take away our right to let off our own (consumer) fireworks on Victoria Day, Canada Day, and Diwali.”

The results of this survey will be presented in September at the council meeting.

Sign the Petition!





Copyright (C) 2023 Canadian National Fireworks Association. All rights reserved.
You are receiving this newsletter because you have become a member with the Canadian National Fireworks Association through our website or at an in person event or by phone.

Our mailing address is:
Canadian National Fireworks Association
Unit K-2630 Progressive Way
Abbotsford, BC V2T 6H8
Canada

[Add us to your address book](#)

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe](#)

Request for Decision

Street Signs

August 14, 2023



RECOMMENDATION

That the street sign report be accepted as information.

LEGISLATIVE AUTHORITY

Alberta Traffic Act

BACKGROUND

At council's request, administration searched out pricing and examples of street signs.

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

1. Fox Sign Quote
2. Custom Sign Examples



Created Date 03/08/2023
Expiration Date 13/08/2023
Sales Rep Shyanne Viegas-Cardozo

Quote Number 00023752
Order Number 30713

Proof Required Yes

Contact Name Sean Butler
Phone (403) 647-2339
Mobile (403) 915-3770
Email publicworks@milkriver.ca
Approved ☐

Bill To Name Town of Milk River
Bill To PO Box 270
240 Main Street
T0K 1M0

Ship To Name Town of Milk River
Ship To Town of Milk River Public Works shop
110-8th Avenue N.E.
Milk River, Ab
T0K-1M0
Shipping Method Prepaid and Add

Product Code	Line Item Description	Quantity	List Price	Preferred Price	Total Price
SB630 - 6" x 30" Extruded Trans Green HIW Avery	SB630 - 6" x 30" Extruded Trans Green HIW Avery (Address to be provided)	50.00	\$86.95	\$59.95	\$2,997.60

Totals

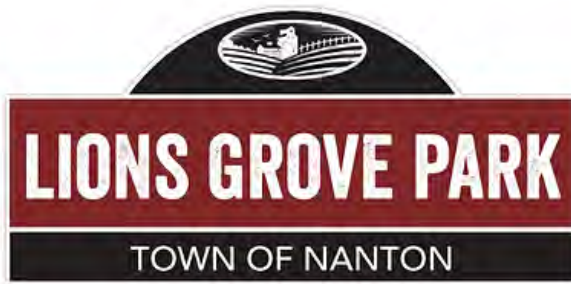
Subtotal	\$4,347.50
Discount	31.05%
Savings	(\$1,349.90)
Grand Total	\$2,997.60

Quote Provisions

Provisions: Pricing is valid for 10 days.
Proofs required.

Address:
2891 Box Springs Link NW
Medicine Hat AB
T1C 0H3
PH: 403-548-8147

Pricing excludes all applicable taxes.
Pricing is based on the quantities listed above.
Claims for Missing/ Damaged Product must be made within 5 Business Days from Delivery Date.
Cancellations must occur within 3 business days of approved order. Cancelled orders later than 3 business days are subject to a fee.
Missing/Damaged/Request for Return must be made within 5 business days from delivery date.
This is a QUOTE ONLY. Cannot be used for invoicing purposes.



Request for Decision

AB Municipalities Resolution Book

August 14, 2023



RECOMMENDATION

That the Alberta Municipalities Resolution Book be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Annually, Alberta Municipalities collect resolutions from municipalities across Alberta that enables member municipalities to identify and prioritize common issues and solutions that the Board of Alberta Municipalities can advocate for to the federal and provincial governments on members behalf.

There are 25 submitted resolutions, two of which, C3 E-Scooters and Modernizing the Alberta Traffic Safety Act for Personal Use, and C4 Use of Golf Carts on Designated Municipal Roads, are very relevant for the Town of Milk River.

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

1. Alberta Municipalities Resolution Book

2023 Resolutions Book



 **Alberta
Municipalities**
Strength
In Members

Version 1: July 2023

Table of Contents

About Resolutions	3
How to participate in the Resolutions Session	3
Category B - Issues Related to Alberta Municipalities Strategic Initiatives	5
B1: Protection for Vulnerable Residential Tenants	6
B2: Enhanced Funding for the Rent Assistance and Temporary Rent Assistance Benefits	8
B3: Homelessness and Associated Social Needs in Rural Communities	10
B4: Rural Access to Supports for Addictions, Homelessness and Mental Health	12
B5: Supporting Long-Term Sustainability of Affordable Housing in Alberta	14
B6: Capital Funding Support for Housing Management Bodies	16
B7: Post-Traumatic Stress Disorder (PTSD) Coverage for Community Peace Officers Under the Workers Compensation Act	17
B8: Provincial funding for Medical First Response	20
B9: Integration of Nurse Practitioners into the Alberta Healthcare System	22
B10: Expand Capacity to Train Combined Laboratory and X-Ray Technologists for Rural Alberta	24
B11: Maintaining Non-Partisan Municipal Elections	26
B12: Inclusion of Libraries in Intermunicipal Collaboration Frameworks	27
B13: Provincial Funding for Growing Municipalities	30
B14: Provincial Lending Rates to Municipalities	32
B15: Infrastructure Servicing and Construction Costs of School Sites	34
B16: Provincial Support for Downtowns, Business Districts and Mainstreets	38
B17: Changes to the Clean Energy Improvement Program	40
CATEGORY C – OTHER ISSUES OF POTENTIAL INTEREST TO ALBERTA MUNICIPALITIES	42
C1: Sustainable Community Hospice Funding Model	43
C2: Review of Vehicle Collision Reporting Damage Threshold	45
C3: E-Scooters and Modernizing the Alberta Traffic Safety Act for Personal Use	47
C4: Use of Golf Carts on Designated Municipal Roads	51
C5: Access to Mobile Wireless (Cellular) Services	54
C6: Capital Budget Disclosures Negatively Impacting Procurement Processes	56
C7: Trade Agreement Impacts on Municipal Procurement Processes	57
CATEGORY E - EMERGENT RESOLUTIONS	59
About Emergent Resolutions	60
E1: Enhancing Amusement Ride Safety	61

About Resolutions

Alberta Municipalities (ABmunis) conducts an annual resolutions process that enables member municipalities to identify and prioritize common issues and solutions while also empowering Alberta Municipalities Board of Directors to advocate to the federal and provincial governments on members' behalf. This process includes a Resolutions Session at the Alberta Municipalities Convention where members vote on the resolutions submitted.

As set out in ABmunis' [Resolutions Policy](#), a resolution must address a topic of concern affecting municipalities on a regional or provincial level, and must be approved by the council of the sponsoring municipality and seconded by an additional municipal council. A resolution must not direct one or more municipalities to adopt a particular course of action or policy but must be worded as a request for consideration of an issue, including a call for action by Alberta Municipalities.

Resolutions adopted by members annually at Convention are typically active for three years. Alberta Municipalities administration, standing committees, and the Board take action to develop and implement advocacy strategies for each resolution. Given the scope, complexity, and volume of issues facing municipalities, ABmunis uses a [framework to prioritize](#) where it invests our collective efforts.

All resolutions from the current year and the fourteen previous years, including those that are both active and expired, are posted in the [Resolutions Library on ABmunis' website](#).

How to participate in the Resolutions Session

The resolutions session will take place on Thursday, September 28 as part [of ABmunis 2023 Convention and Tradeshow](#). The session will follow our [Resolutions Policy](#), which outlines the process for the Resolutions Session at Convention in sections 32 to 57.

Who can speak to a resolution?

As outlined in the Resolutions Policy, elected representatives of Regular Members can speak to resolutions. In addition, upon a motion from the floor, or at the discretion of the Resolutions Chair, a representative of an Associate Member, which are municipal districts and counties, may also speak to a resolution.

How to speak to a resolution

After each resolution is introduced, and the mover has been given the chance to speak for two minutes, the Chair will call for a speaker in opposition, seeking clarification or proposing an amendment.

In person attendees wishing to speak to a resolution will be invited to go to microphones clearly marked for those wishing to speak in favour or in opposition. Those attending virtually, will be able use the Q&A function of Zoom to enter questions or comments, which will be read out by a staff member in turn.

Aside from the sponsor, a speaker cannot speak more than once on each resolution.

To be fair to everyone who wants to speak, we will turn off the microphone once a speaker's two minutes are up.

How to propose an amendment

To propose an amendment, please send it to resolutions@abmunis.ca as soon as possible ahead of the Resolutions Session.

Once the resolution session starts, those attending in person are asked to provide proposed amendments in writing to both the ABmunis staff person sitting in the audio booth at the back of the room and to the Resolutions Chair. Those attending virtually can enter amendments through the Zoom chat function.

Regardless of how you propose the amendment, please ensure you include your name, title, municipality, and the resolution title, along with the exact wording of the proposed amendment.

Note that all amendments must be moved and seconded.

How to vote

In September, registered elected officials from Regular Member municipalities will receive voting credentials from Simply Voting. Elected officials who are eligible for voting credentials can vote on all resolutions.

The email from Simply Voting will look something like this:

You are registered to vote during the ABmunis Convention, taking place September 27 to 29. Below, you will find your login credentials for the vote.

There is a test vote that is open now. Please check your credentials and cast a vote on the test question as soon as possible so that we can be sure you received your credentials.

If you need any assistance, please contact: credentials@dataonthespot.com

To vote, please visit: <https://abmunis.dotsconnect.com/>

Then enter:

Elector ID - *****

Password - *****

Or follow this link to access the ballot directly: [\(link will be included in the email\)](#)

Please note that these are only the voting credentials. Further information will be sent out by Alberta Municipalities in the coming days.

Regards,
Alberta Municipalities

When you receive this email from Simply Voting, we ask that you **complete the test vote as soon as possible** to ensure that your credentials are activated. The same login information will be used during the Board of Director elections.

Please bring to convention a laptop, phone or other device that is internet enabled. Once we get to the resolutions portion of our event, you will be asked to log in to the Simply Voting website. Once a resolution is called to vote, you will hit the “next vote” button at the top of the page to see the current resolution available to vote on. After you have cast your vote, you will receive confirmation that your vote has been counted. Once the final vote result is posted, we will move on to the next resolution.

If you have any questions about this process, please contact resolutions@abmunis.ca.

2023 RESOLUTIONS

Category B - Issues Related to Alberta Municipalities Strategic Initiatives

B1: Protection for Vulnerable Residential Tenants

Moved by: Municipality of Jasper

Seconded by: Town of Edson

WHEREAS the *Alberta Residential Tenancies Act* provides few protections for vulnerable residential tenants;

WHEREAS residential tenants in Alberta communities are vulnerable to unregulated annual rent increases, which can result in increased negative outcomes for Albertans, and for the communities in which they reside;

WHEREAS affordable housing for families, seniors and individuals is defined as housing that costs not more than 30% of a household's total annual income, including heat, water and sewer expenses;

WHEREAS residential tenants required to spend more than 30% of household income on rent are increasingly vulnerable; and

WHEREAS it is within provincial authority to protect vulnerable residential tenants through legislation, and it is also within provincial authority to create or increase rental subsidies and other housing supports to the most vulnerable Albertans.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to amend existing legislation or pass new legislation to increase protection for vulnerable residential tenants;

FURTHER BE IT RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to create or improve financial supports available to vulnerable residential tenants; and

FURTHER BE IT RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to continue its work improving the availability of affordable housing for vulnerable residential tenants.

BACKGROUND:

- When rent exceeds 30% of household income, a variety of individual and social issues arise, including:
 - Increased mental health crisis and anxiety around experiencing homelessness and paying rent or bills;
 - Increased access to foodbank and food recovery programs;
 - Increased need for donated or free personal hygiene products;
 - Decreased ability to pay for childcare and extracurricular activities for children;
 - Decreased ability to engage in community activities;
 - Increased applications to Alberta Supports and seniors housing authorities for rent subsidies;
 - Increased job hunting for sufficient income;
 - Increased waitlists for Social Housing;
 - Increased negative impacts on employers; and
 - Decrease in community stability, including families and individuals having to relocate.
- Other jurisdictions have recognized the need for provincial protections for vulnerable residential tenants, such as British Columbia; Manitoba; Ontario; and Prince Edward Island.
- This resolution should be given high priority as it both impacts our most vulnerable residents in all Alberta communities, and negatively impacts our local and provincial economies.
- This issue and call to action align with the Alberta Municipalities strategic initiatives of Welcoming and Inclusive Communities (WIC) and Social Issues Scoping.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on affordable housing and homelessness. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B2: Enhanced Funding for the Rent Assistance and Temporary Rent Assistance Benefits

Moved by: City of Airdrie

Seconded by: City of Grande Prairie

WHEREAS the Governments of Canada and Alberta proclaimed that every Canadian deserves a safe and affordable place to call home and committed to providing \$444 million in rent support to low-income Albertans in need through the Canada-Alberta Housing Benefit from 2019 to 2028;

WHEREAS the Stronger Foundations Alberta Affordable Housing Strategy identifies the goal to simplify processes and regulations for eligibility, prioritization, and rent setting, creating a more transparent and fair system for Albertans who need housing supports;

WHEREAS a diverse labour force is required to fill a wide range of jobs to support a vibrant, strong provincial economy;

WHEREAS Albertans across the province are facing increased financial pressures and there are 9.9 per cent (2021 federal Census) or approximately 422,000 Albertans in core housing need; and

WHEREAS the Rent Assistance Benefit (RAB) and the Temporary Rent Assistance Benefit (TRAB) programs are intended to assist lower income Albertan households to afford their rent in housing of their choice.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to:

- establish predictable, long-term rent assistance funding to meet the needs of all low-income Albertans allowing them to access rent support for appropriate housing;
- increase awareness of rent assistance programs to provide more Albertans in core housing needs with the support that they need to ensure they have access to appropriate housing; and,
- simplify the application process.

BACKGROUND:

Core housing need refers to whether a private household's housing falls below at least one of the indicator thresholds for housing adequacy, affordability or suitability, and would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (attains all three housing indicator thresholds).¹

The Rent Supplement Program provides a subsidy directly to households for an accommodation of their choice to help make rent more affordable. In 2021 the Government of Alberta redesigned the Program and created two benefits, the Rent Assistance Benefit (RAB) and the Temporary Rent Assistance Benefit (TRAB). RAB is a long-term benefit available to subsidize the rent for Albertans if they are below low-income thresholds, while TRAB provides a modest subsidy for working households with low income, or those between jobs, and is intended to help eligible tenants afford their rent while they stabilize or improve their situation.²

Presently the Province announces RAB and TRAB funding amounts in the Government's spring budget (prior to end of Q1 annually). The funding cycle for rent assistance program applicants is based on the calendar year, from January to December. This lack of alignment between the funding model and the term of the rent assistance program, means that Administrators must be cautious in accepting additional households in need of support until

¹ 1 [Dictionary, Census of Population, 2021 – Core housing need \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/92-62-001-x/2021001/article/00001-eng.htm)

² 2 Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing, pg 8.

after the budget is confirmed in the first quarter of the year to avoid oversubscribing the program. In the case that additional program budget is received, Administrators must then onboard new recipients and spend the money prior to the end of the calendar year.

The TRAB was initially launched in seven Alberta urban centres. In August 2022 the temporary assistance program was expanded to include residents from more than 80 communities across the Province. While this was a welcome announcement, no additional funding was dedicated to the expanded program.

Albertans are struggling to afford housing at alarming rates. An expansion of funding to rent assistance programs would help meet some of the increased need. The Province's ***Alberta is Calling*** campaign actively encourages people to relocate to Alberta to build their futures. The resulting high in-migration of people is a driver behind the low vacancy rates across the province, causing rents to spike to unprecedented levels impacting those who can afford it least.

Many lower income Albertans are not aware of either the RAB or TRAB. If people are not connected to government or not-for-profit supports, they may simply not know about the program and applying on-line can also be confusing. One of the main challenges applicants face is that to qualify they must already be living in a rental unit or have a signed lease prior to receipt of their first subsidy payment. Many individuals and families need to secure the rent assistance benefit prior to obtaining housing to be able to afford it.

In addition, the TRAB income level is quite low and Albertans who know about the program are finding it difficult to qualify for the temporary assistance. More funding targeted at those Albertans most in need, enhanced public education about the existence of rent assistance programs and a simplified application process would go a long way to addressing core housing need in Alberta.

Access to stable, adequate housing is foundational to community wellbeing and prosperity of all Albertans. Adequately funding the rent supplement program has a direct impact on building thriving, safe and welcoming communities for all.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on affordable housing. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B3: Homelessness and Associated Social Needs in Rural Communities

Moved by: Town of Rocky Mountain House

Seconded by: Town of Edson

WHEREAS safe, stable, affordable, accessible, and permanent housing is a human right, and its absence negatively impacts typical development; physical and mental health functioning; nutrition; social and emotional wellbeing; education, employment, and training opportunities; academic success; family and social cohesion; and the ability to exercise individual rights and responsibilities;¹

WHEREAS the provision of addressing homelessness and affordable housing falls within Federal and Provincial jurisdiction;

WHEREAS the Government of Canada renewed their support for affordable housing, and reducing chronic homelessness nationally by 50% by fiscal year 2027 to 2028, through the National Housing Strategy and a commitment to invest \$40 billion in capital over 10 years;

WHEREAS according to the Government of Alberta's Economic Multiplier Analysis, every \$1 invested in building affordable housing creates \$1.74 in total economic output;

WHEREAS in times of economic downturn, pandemics, job loss, and periods of high rates of under-employment and unemployment, persons of low socioeconomic status and those living in poverty in urban, suburban, and rural locations are at significantly heightened risk of losing stable housing resulting in homelessness;²

WHEREAS homelessness results from systematic barriers, structural racism, anti-LGBTQ+ discrimination, and embedded social injustices including the lack of safe and affordable housing; discriminatory gaps in wages based on gender, race, ethnicity, and immigration status; high costs of food, childcare, transportation, and utilities; insufficient supportive community services, including those targeted to treat mental health and substance disorders; under-funded schools ill equipped to prepare students for academic or vocational success; scarce job training programs; limited early childcare and after school programs to support working families; inadequate and unfair wages; job layoffs and under-employment and;

WHEREAS the purpose of municipalities are to develop and maintain safe and viable communities, and provide services and facilities that are necessary as established through Alberta's *Municipal Government Act*; and local residents, businesses, and communities are expressing concerns to their municipalities about the negative impact that homelessness is having on both individuals experiencing homelessness and the broader community.¹

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to:

- Invest in the rural municipalities to aid in the development of affordable housing units and support those most vulnerable to the current economic and health impacts.
- Maximize the funding that can be leveraged from the Government of Canada, and increase research directed towards the prevention of homelessness among marginalized and vulnerable populations, and evidence-based intervention plans for those currently experiencing homelessness.
- Encourage the province to dedicate additional resources towards creating permanent shelter spaces in coordination with smaller communities who request it; ensuring homeless and women emergency shelters

¹ American Psychological Association. (2021a). APA resolution on APA, psychology, and human rights. In *Council policy manual*. Retrieved from <https://www.apa.org/about/policy/resolution-psychology-humanrights>

²(e.g., Blustein et al., 2019; Desmond, 2016; Kopf, 2017; Shinn & Khadduri, 2020; United States Conference of Mayors, 2020

³. City of Edmonton's [Provincial Support for Addressing Affordable Housing and Homelessness](#) (2020)

have the operating funding support they need; funding bridge housing to help transition people from shelters into supportive housing with additional supports;

- Invest in the cost-effective health and support services needed to help those with complex needs get housed and stay housed, resulting in a visible reduction in homelessness and a drastic savings in health, justice, and law enforcement costs.
- Investigation of interventions to promote resilience in different populations at risk for homelessness, including those within rural, suburban, or urban areas.

BACKGROUND:

Rural homelessness is a huge issue and it is a bigger problem that most people realize. Rural homelessness might look different than in urban centres but the percentage of those experiencing homelessness is the same in both places. There are some people who cannot afford a place to live due to a small and competitive rental market.

With the continued increase in pressures resulting from the transfer or assumption of responsibilities to municipalities without the resources to properly support them from federal and provincial government, many municipalities are recognizing that while there is a definite need for these support services but unfortunately, many municipalities are not able to fully provide financial supports and there is a need for increased sources of funding, which must be provided from all orders of government.

The Government of Alberta's Budget 2023 talks about providing essential services and supports, with \$316 million over 3 years for ongoing supports for affordable housing.

On March 1, 2023, Alberta Municipalities (ABmunis) release its Preliminary Analysis of the Government of Alberta's 2023 Budget, which included the following comments regarding Affordable Housing:

"Released in 2021, Alberta's affordable housing strategy maps out the changes needed to provide affordable housing for an additional 25,000 households over the next 10 years, an increase of more than 40 per cent. To meet this target the province aims to support the creation of 2,300 new affordable housing units and new low-income rental subsidies per year each of the next three years. Budget 2023-24 allocated \$342.5 million for affordable housing, including rent supplements. Of the \$342.5 million, \$34.3 million is allocated to help grow the supply of affordable housing in priority areas through the Affordable Housing Partnership Program."

On February 28, 2020, AUMA (now ABmunis) released its Preliminary Analysis of the Government of Alberta's 2020 Budget, which included the following comments regarding Affordable Housing:

"AUMA is very concerned to see significant cuts to capital investment in affordable housing for both the development of new units, as well as the maintenance and repair of existing units. Addressing Alberta's lack of affordable housing is a priority for municipalities. In addition to stimulating employment and economic growth, capital investment in affordable housing yields long-term savings for all levels of government due to decreased use of health services, police and justice services, child welfare, and other services such as homeless shelters, income supports, and addictions and mental health supports."

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with past advocacy on affordable housing, homelessness, and addictions. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B4: Rural Access to Supports for Addictions, Homelessness and Mental Health

Moved by: Town of Grimshaw

Seconded by: Town of Peace River

WHEREAS the province is providing \$187 million to address addiction, homelessness, and mental health in Alberta's large urban centres and while challenges remain in these centres, equitable access to training, support, funds, and resources has not been provided for municipalities of all populations across the province;

WHEREAS municipalities of all populations in Alberta require collaboration and coordination, as they are in dire need of assistance to deal with addiction, homelessness, and mental health;

WHEREAS every Albertan, no matter their circumstance, deserves the opportunity to pursue recovery from addiction, and pre-treatment programs can be a bridge between detox and treatment for people who are pursuing recovery from addiction;

WHEREAS the most common factors contributing to persons being homeless are lack of money, unaffordable rent or mortgage, mental health struggles, addictions, medical conditions, and job loss; and

WHEREAS the urgent need for shelter spaces in rural communities has been steadily increasing and requires provincial support as access to resources is limited.

THEREFORE, BE IT RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to provide a solution for municipalities of all populations who identify a need, to address the issues of addiction, homelessness, and public safety, and build on the province's recovery-oriented system of addiction and mental health care.

BACKGROUND:

Addiction and mental health issues are exacerbated in rural communities, including towns and villages, as there is generally a large geographical area to cover. As a result, people have to travel further for treatment and wait a long time for services. Municipalities in rural communities also require more workers and funding per capita than is needed in large urban centres for supporting and treating mental health and addiction.

The total number of emergency department visits in Peace River and area (six hospitals) in 2021/2022 that had an Addiction/Mental Health presentation were over 2,000, with 1,400 of those visits being mental health related and 600 of them substance related. In 2022, the Peace River RCMP detachment made 62 transfers (a 135% increase from the previous year) to convey a person with Addiction/Mental Health presentation to a designated facility in Grande Prairie and/or Edmonton. This uses up many hours of the officers' time, in addition to the many hours responding to call outs from the public for these people.

When it comes to homelessness and understanding its causes, the larger urban experience tends to dominate the conversation due to the "visibility" of individuals experiencing homelessness. The issue of homelessness within rural and remote communities is far less understood or even acknowledged by the wider public because of its "hidden" nature. Individuals experiencing housing insecurity in rural and remote communities are more likely to couch surf, live in overcrowded housing, or own/rent housing that may need major repairs, often leveraging the relationships around them for support. The lack of available, accurate, and current data on rural communities' homelessness limits the ability of those communities to advocate for better resources for their residents in greatest need.

The shelter in Peace River has 15-20 people staying there every night and this number is steadily increasing. In Peace River, when persons are released from the Peace River Correctional Center they are provided with transport into the downtown core and end up at the shelter when it is open, due to extenuating factors, which greatly

increases the number of homeless in the area. In a one-month period, there were 80 persons transported to Peace River from the Correctional Center with no repatriation or transportation plan home for them. As a result, Peace River is overwhelmed with people who need better supports that rural communities cannot currently offer. RMA passed a similar resolution earlier this year, which provides the opportunity for ABmunis and RMA to collaborate on advocating for increased access to supports for addictions, homelessness, and mental health for Albertans in municipalities large and small, urban and rural throughout Alberta.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with past advocacy on affordable housing, homelessness, and addictions. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B5: Supporting Long-Term Sustainability of Affordable Housing in Alberta

Moved by: City of Edmonton

Seconded by: City of Grande Prairie

WHEREAS adequate housing is a fundamental human right affirmed in international law, and is a critical element to building vibrant and inclusive communities;

WHEREAS a lack of affordable housing puts people at risk of homelessness and contributes to social disorder and places increased pressure on health and social services;

WHEREAS the Government of Alberta has a key role in ensuring housing options are available to all Albertans, and is committed to supporting greater sustainability in the affordable housing sector and ensuring that housing supports are available for Alberta's most vulnerable populations through the province's 10-year affordable housing strategy;

WHEREAS there has been an increase in provincial investments into affordable housing; however, the demands for affordable housing exceed current funding commitments;

WHEREAS increasing costs due to inflation, deferred maintenance and other requirements are pushing the limits of affordable housing operators' abilities to maintain existing supply and;

WHEREAS municipalities are committed to working together in collaboration with other orders of government, non-profit and private housing providers, Indigenous peoples and other stakeholders to help develop, manage and maintain the supply of affordable housing.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to:

1. Provide increased capital and operating funds to address growing gaps in supporting affordable housing needs across Alberta and help further accelerate housing supply.
2. Amend provincial legislation to exempt all non-profit affordable housing providers from both municipal and education tax *and* establish a clear definition to indicate which properties will qualify for the exemption.

BACKGROUND:

Alberta is often described as an affordable place to live, however this affordability does not extend to all households and is not equitable across all demographic groups and income levels. For example, through the completion of local housing needs assessments, many municipalities across Alberta are identifying significant and projected growing gaps in addressing core housing needs for very-low income households and select vulnerable and marginalized populations within their communities.

In 2021, the Government of Alberta released their 10-year strategy to improve and expand affordable housing. The strategy broadly describes affordable housing as supporting "low-to-moderate income households that cannot attain housing at market rates. It also provides stability for vulnerable people who may have several barriers to accessing safe, suitable accommodations on their own (e.g., Albertans in receipt of Assured Income for the Severely Handicapped). In Alberta, affordable housing is provided by housing management bodies or private, non-profit operators to individuals and families in core housing need. To determine which households are unable to afford market housing, the Government of Alberta uses income thresholds for each region/community as identified each year by Canada Mortgage and Housing Corporation."

Available 2022 [data](#) from the Canada Mortgage and Housing Corporation shows that Alberta has the fewest number of affordable housing units per capita (with many units being rated in fair to poor condition) compared to most other

provinces across Canada. While progress has been made on supporting affordable housing development and providing increased rental supplements through recent provincial and federal investments, there are still concerns over insufficient funding to support capital maintenance and renewal of existing assets. Further actions are required to keep pace with Alberta's growing population and lagging housing investments.

Various housing management bodies, which operate most of Alberta's affordable housing units, have also shared how they have had their operating budgets decreased since 2018, and are limited in their ability to create financial reserves and explore innovative funding models which hampers their long-term planning and financial sustainability. Given growing inflationary pressures, and no new increases put towards housing management body operating agreements included in the 2023 provincial budget, many are operating with significantly less funding and having to potentially pivot limited resources away from critical reinvestments in preserving housing assets and required support programs and services.

In Alberta, property tax exemptions are governed by the *Municipal Government Act*, the *Community Organization Property Tax Exemption Regulation* and other regulations including the recently enacted *Alberta Social and Affordable Housing Accommodation Exemptions Regulation*. Existing provincial legislation specifically exempts a limited number of affordable housing properties from paying municipal and education taxes. While municipalities are enabled to exempt or cancel municipal taxes for other affordable housing properties who may not be covered by existing legislation, this does not include education tax and adds unnecessary inconsistencies and municipal red tape. Various non-profit organizations who support the delivery of affordable housing have raised challenges they face in qualifying for property tax exemptions and have echoed the need for legislative reform that is currently hindering their ability to reinvest into affordable housing.

On October 1, 2022, the Government of Alberta announced plans to take action on homelessness. The provincial [action plan](#) included the following statement about supporting Ministry initiatives, however, no action has yet been taken:

- In alignment with Stronger Foundations' Action 5.4: Introduce new programs and incentives to grow the supply of affordable housing. As part of this action, Alberta's government will explore policy and legislative changes that will provide tax exemptions and relief for more affordable housing projects, including exemption from municipal property taxes and provincial property education taxes.

During the Fall 2020 ABmunis' convention, a [resolution](#) seeking provincial support for addressing affordable housing received broad member support. While a number of the advocacy requests within this resolution still remain relevant, resolutions only have an active life of up to three years, therefore, this resolution will expire this year.

ALBERTA MUNICIPALITIES COMMENTS:

The first clause of this resolution aligns with previous ABmunis advocacy on affordable housing. With respect to the second clause, ABmunis has not taken a position on exempting non-profit affordable housing providers from paying municipal taxes. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B6: Capital Funding Support for Housing Management Bodies

Moved by: Town of Wembley

Seconded by: Town of Sexsmith

WHEREAS Housing Management Bodies (HMB's) in the Alberta who provide supportive living facilities for seniors (lodges) are facing continual unanticipated increasing cost pressures including inflation, higher utility costs and interest rate increases that are heavily impacting budgets needed to keep sites operational;

WHEREAS these costs are pressuring HMB's operations causing deficits that require higher requisition requests as they try to balance capital repairs over and above operating expenses. The overall outcome is an impact to the affordability for residents;

WHEREAS the Government of Alberta has announced the Affordability Action Plan designed to provide assistance to seniors facing affordability crisis, however, there is no assistance offered for supplies or works needed for capital maintenance of the actual lodges which are also negatively affected by the increased costs crisis; and

WHEREAS the Government of Alberta has previously provided selected organizations with capital maintenance level funding, however, this has reduced or is no longer available to HMB's. HMB's are in immediate and long-term need of this support to sustain and improve Alberta's seniors' facilities.

THEREFORE, BE IT RESOLVED that Alberta Municipalities lobby the Government of Alberta to increase funding to Housing Management Bodies to alleviate the affordability crisis and provide funding for capital upkeep or replacement needed to sustain supportive living at senior lodges.

BACKGROUND

A recent presentation by our Housing Management Body (HMB), the Grande Spirit Foundation, highlighted the fact that all capital replacement funding is becoming the sole responsibility of the organization as lodges are not eligible for additional funding such as MSI or other regular grant contributions. Housing Foundations can typically access Canadian Mortgage and Housing Corporation (CMHC) for new facilities and capital maintenance via borrowing along with some provincial funding to complete new projects, but not for existing facilities. HMB's throughout the province submit annual business plans to the province with capital renewal requests for existing and new facilities. These requests were funded through grants in the past, which assisted HMBs to prioritize and upgrade capital repairs as required. This grant funding for capital repairs is either no longer existent or insufficient to keep up to aging lodge infrastructure. The result is the Foundation either continues to raise rental rates to the maximum of residents' income as per the Social Housing Regulation and further challenges our senior affordability or increases municipal requisitions which adds to the existing tax burden for municipal ratepayers. The Grande Spirit Foundation currently has over 1100 units with 1700 residents, more or less, and has approximately \$90 million in capital budgets in planning to assist people in need of housing accommodation.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on affordable and seniors' housing. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B7: Post-Traumatic Stress Disorder (PTSD) Coverage for Community Peace Officers Under the Workers Compensation Act

Moved by: Town of Drayton Valley

Seconded by: City of Edmonton

WHEREAS Bill 1: *Workers' Compensation Amendment Act*, 2012, was introduced to amend the *Workers Compensation Act* to include provisions under part 4, that if a first responder, correctional officer, emergency dispatcher or a member of any other class of worker prescribed by regulations is, or has been diagnosed with post-traumatic stress disorder by a physician or psychologist, the post-traumatic stress disorder shall be presumed, unless the contrary is proven, to be an injury that arose out of and occurred during the course of the worker's employment;

WHEREAS post-traumatic stress disorder (PTSD) is a psychiatric disorder that may occur in people who have experienced or witnessed a traumatic event such as a natural disaster, a serious incident, a terrorist act, war/combat, or rape or who have been threatened with death, sexual violence, or serious injury;¹

WHEREAS public safety personnel appear to be at an increased risk for developing a psychological injury due to the nature of their work and 44.5% meet the criteria for one or more mental disorders;²

WHEREAS post-traumatic stress disorder is a potentially disabling condition that is now a widely recognized public health issue, particularly among public safety personnel. A study conducted by Carleton et al. (2018) investigated the proportion of Canadian public safety personnel reporting symptom clusters consistent with various mental disorders. The results indicated that 23.2% of the total sample screened positive for PTSD (in contrast, estimates of the prevalence of PTSD among the general population range from 1.1 to 3.5%);³

WHEREAS the *Workers Compensation Act*, part 4, defines a first responder as a firefighter, paramedic, peace officer, or police officer;

WHEREAS the *Workers Compensation Act*, part 4, defines a peace officer as an individual appointed as a peace officer under section 7 of the *Peace Officer Act* who is authorized by that appointment to use the title "Sheriff";

WHEREAS the restricted definition of Peace Officer to only include those authorized to use the title of Sheriff under part 4 of the *Workers Compensation Act*, does not encompass approximately 3000 Community Peace Officers and Peace Officers throughout Alberta under the presumptive provisions for PTSD coverage; and

WHEREAS municipalities, their residents, businesses, and visitors benefit from having Community Peace Officers in their communities to preserve and maintain the public peace and benefit from an engaged mentally healthy and resilient workforce.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to

- A. by regulation, add all peace officers appointed under the *Peace Officer Act* as an 'other class of worker' referred to in section 24.2(2) of the *Workers' Compensation Act* until such time as the Act can be amended, and

¹ <https://psychiatry.org/patients-families/ptsd/what-is-ptsd>

² <https://www.mdpi.com/1660-4601/17/4/1234/html>

³ <https://ourspace.uregina.ca/bitstream/handle/10294/9055/Glossary%20of%20Terms%20Version%202.pdf?sequence=4&isAllowed=y>

- B. amend the definition of Peace Officer under the *Workers Compensation Act*, Part 4, section 24.2(1)(f) to include all Peace Officers appointed under section 7 of the Peace Officer Act.

BACKGROUND:

Under the [Workers Compensation Act](#), RSA 2000, specifically, Part 4; Compensation Entitlement, Application and Payment, workers are entitled to compensation under the Act if the worker suffers personal injury by accident, unless the injury is attributable primarily to the serious and willful misconduct of the worker, and to the dependents of a worker who dies as a result of an accident.

Further, under Part 4, is PTSD Presumptions, specifically section 24.2, if a first responder, correctional officer, emergency dispatcher or a member of any other class of worker prescribed by regulations is or has been diagnosed with post-traumatic stress disorder by a physician or psychologist, the post-traumatic stress disorder shall be presumed, unless the contrary is proven, to be an injury that arose out of and occurred during the course of the worker's employment.

According to the American Psychiatric Association, post-traumatic stress disorder (PTSD) is a psychiatric disorder that may occur in people who have experienced or witnessed a traumatic event such as a natural disaster, a serious incident, a terrorist act, war/combat, or rape or who have been threatened with death, sexual violence, or serious injury.

As of 2020, the Government of Alberta indicated that the province has more than 30,000 part and full-time police officers, firefighters, and paramedics.⁴ Section 24.2(1)(d) of the Act defines first responders as a firefighter, paramedic, peace officer, or police officer. However, when reviewing the definition of peace officer under section 24.2(1)(f), it defines a peace officer as an individual appointed as a peace officer under section 7 of the [Peace Officer Act](#) who is authorized by that appointment to use the title "Sheriff".

According to the Government of Alberta, there are approximately 3000 Peace Officers in Alberta that are employed by approximately 290 authorized employers such as municipalities, post-secondary institutions, hospitals, and police agencies. These Community Peace Officers are appointed under section 7 of the *Peace Officer Act* but are only permitted by the Ministry of Justice and Solicitor General to use the title of Peace Officer or Community Peace Officer, and not the title of Sheriff. Therefore, there are approximately 3000 Community Peace Officers that are not covered under section 24.2 of the *Workers Compensation Act* and compensation will not be presumed.

Workers that do not fall under the definition of a first responder, are still able to submit a claim for PTSD, or other psychological diagnosis. Adjudication of these psychological injury claims will occur in the same manner as other WCB claims.

According to the Government of Alberta, which is responsible for the *Workers Compensation Act*, in Alberta, they indicated that a committee review is required every 10 years for the Act. The most recent committee review was completed in 2020. At that time, there was an amendment to the definition of workers covered under the presumptive coverage, which still does not encompass Community Peace Officers.

Peace Officers and Community Peace Officers are across Alberta providing services to protect Albertans and visitors alike. Community Peace Officers are in communities and institutions to "preserve and maintain the public peace". To that end, these dedicated Community Peace Officers can become involved in serious, traumatic, and life altering events. These events include but are not limited to physical confrontations; motor vehicle collisions where severe injury or death has occurred; transporting or assisting in the transportation of deceased people within hospitals; providing first-aid medical services such as CPR; amongst others. Duties that are consistent with "first responders" such as firefighters, paramedics, police officers, and sheriffs, which are currently being

⁴ <https://www.alberta.ca/establishing-the-heroes-fund.aspx#>

covered under the Act.

Under the Public Security Peace Officer Program Policy and Procedures Manual, issued through the Government of Alberta, Community Peace Officers are permitted to provide emergency response while operating emergency vehicles, to injury collisions, attending fire or medical situations at the request of the Fire or EMS department, any emergent situation if requested by the police service to attend in an emergency response capacity, or to provide backup to police or peace officers where there is a reasonable belief that the officer is in serious danger.

There has been no previous advocacy or resolutions pertaining to this specific topic through Alberta Municipalities. However, in 2021, the City of Fort Saskatchewan brought forward a resolution, which was adopted, titled “[Mental Health and Wellness for Public Safety Personnel](#)”. The resolution was that “it is resolved that the Alberta Urban Municipalities Association request that the Government of Alberta work cooperatively with public safety personnel organizations and allied stakeholders to research, develop and implement evidence-based solutions to address mental health and wellness of public safety personnel in the Province of Alberta.

Heroes’ Compensation Act

Should this amendment be made to the *Workers Compensation Act* and Community Peace Officers are defined as first responders under the *Workers Compensation Act*, Community Peace Officers would also be recognized under the [Heroes’ Compensation Act](#), as First Responders. This Act provides a lump sum payment of \$100,000 being paid to the dependent(s), or the estate, of a First Responder that dies as a result of an accident defined by the *Workers Compensation Act*.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on mental health supports for first responders. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B8: Provincial funding for Medical First Response

Moved by: City of Grande Prairie

Seconded by: City of Medicine Hat, Town of Sexsmith, and City of Wetaskiwin

WHEREAS public health is a provincial responsibility and emergency medical services (EMS) and ambulance response are the authority of Alberta Health Services (AHS) and its contractors;

WHEREAS AHS centralized and assumed responsibility for EMS from municipalities and at that time promised no degradation of EMS services;

WHEREAS many municipalities operate a fire service whose firefighters participate in the Medical First Response program but are not trained paramedics;

WHEREAS these firefighters often serve as first responders in the absence or delay of AHS paramedics within their service area;

WHEREAS AHS paramedics are at times delayed or not available to attend as first responders thereby leaving that responsibility to the firefighters;

WHEREAS the Alberta Emergency Medical Services Dispatch Review by PwC noted that the average wait time to respond to an EMS event increased by 18.5 minutes province-wide between 2017 and 2022;

WHEREAS Health Minister Jason Copping indicated that the Alberta government accepted all 53 recommendations in the Alberta EMS Provincial Advisory Committee's Final Report¹; and

WHEREAS many jurisdictions, due to unbudgeted rising costs, are contemplating reducing MFR service levels to no longer respond to medical assist calls, even though it places its own residents in further jeopardy.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to compensate municipalities that operate a fire service with employees or volunteers who are qualified as Medical First Responders in instances when those firefighters respond to emergencies due to the absence or delay of provincial paramedics in their service area.

BACKGROUND:

In May 2022, the Province engaged PricewaterhouseCoopers LLP to conduct an independent review of Alberta's integrated EMS dispatch model. The purpose of the review was to identify opportunities and provide recommendations that support the EMS Dispatch system in improving patient outcomes. The PwC Report noted that:

In 2004 Alberta began a journey to evolve the coordination and oversight of the EMS dispatch system from a decentralized system to a centralized system. This was done to improve service consistency, standardization, and embed EMS within the broader health system to provide high-quality, patient centered care across the province. However, a number of questions were raised by stakeholders about the impact the model's design has had on system performance, protocol challenges, and event addressing challenges.

Many municipalities have entered into agreements with AHS to have their fire services provide Medical First Response (MFR) when AHS paramedics are delayed. However, there is no direct compensation for this service although support for training can be provided by AHS.

¹ [Alberta EMS report recommends steps toward privatization, critics say | CBC News](#)

In January 2022, the Alberta EMS Provincial Advisory Committee was established to address the growing demand for EMS across Alberta. In their Final Report, they made 53 recommendations to improve EMS services in the province. Several of the recommendations addressed MFR.

Recommendation #12 included, “developing strategies to enhance the profile of MFR programs and ensure that community and service delivery partners have an ongoing process for engagement, consultation and advice on the system, **including a sustainable funding model.**”

Recommendation #13 states that, “If MFR agencies are more effectively structured within the EMS system, then these skilled professionals can be used more effectively. ... To bring this about, it is recommended that AHS consult with MFR agencies and AHS EMS leaders to ... **develop options for funding opportunities to use MFR responders.**”

Throughout the Final Report, enhancing and expanding MFR is touted as one of the solutions to improving EMS service across the Province. Funding this important function of EMS service delivery would give municipalities the support they need to remain as part of the program and to possibly take on further responsibilities if service gaps exist.

Rural Municipalities of Alberta members passed the following resolution in November 2022 which has the similar intent and from which this resolution has been modeled:

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate to the Government of Alberta to compensate municipalities that operate a fire service with volunteers or employees that are qualified as Medical First Responders in instances when those volunteers or employees respond to emergencies due to the absence or delay of provincial emergency medical technicians and paramedics in their service area.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with past advocacy on compensating municipalities that participate in the Medical First Response program. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B9: Integration of Nurse Practitioners into the Alberta Healthcare System

Moved by: Town of Wembley

Seconded by: Town of Sexsmith

WHEREAS Nurse Practitioners (NPs) are expert clinicians with advanced training, who are able to provide comprehensive primary, acute and specialty health care;

WHEREAS smaller municipalities in Alberta experience challenges accessing essential healthcare services and therefore need access to alternative options to a traditional physician-oriented service delivery model;

WHEREAS the Government of Alberta recognizes the potential of Nurse Practitioners in meeting the healthcare needs of Albertans and saving the healthcare system money;

WHEREAS current provincial grant funding programs for Nurse Practitioners are short term and do not address the broader funding models that create a barrier to greater integration of Nurse Practitioners into the healthcare system; and

WHEREAS provisions in provincial legislation should support Nurse Practitioners in providing services they are qualified to conduct.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to remove the legislative and funding barriers that impede greater integration of Nurse Practitioners into the healthcare system.

BACKGROUND:

In Alberta, Nurse Practitioners have Master's degrees or PhDs and, as such, are prepared autonomous health professionals who provide essential healthcare services grounded in professional, ethical and legal standards. Nurse Practitioners integrate their in-depth knowledge of advanced nursing practice and theory, health management, health promotion, disease/injury prevention, and other relevant biomedical and psychosocial theories to provide comprehensive primary health care services. For more information on Nurse Practitioners, see the [Nurse Practitioners Association of Alberta \(NPAA\)](#) and [Alberta Health Services \(AHS\)](#) websites.

The [March 2015 Rural Health Services Review Final Report](#) clearly stated that Albertans are struggling to obtain access to essential healthcare services. Feedback provided by Albertans, which is documented in the report, identified that Albertans support the implementation of Nurse Practitioners as an approach to improving access to essential healthcare services.

From a funding perspective, Nurse Practitioners are labelled as a member of a multi-disciplinary team, as opposed to a primary care provider like a physician. Therefore, while physicians are paid directly by the Alberta Health Care Insurance Program for services they provide, Nurse Practitioners are paid out of the budget for an AHS hospital or clinic, or a Primary Care Network (PCN). As a result, about 60 percent of Alberta's Nurse Practitioners (i.e., 500 out of approximately 800 Nurse Practitioners) are employed by Alberta Health Services in hospital settings. In contrast, throughout Canada, about 66 percent are employed in community settings and only 24 percent work in hospitals. Municipalities have identified the opportunity to increase the number of Nurse Practitioners in rural/small community settings to improve access to healthcare. Providing a more flexible funding model would enable Nurse Practitioners to practice in community-based clinics and support the longer-term integration of Nurse Practitioners throughout the Province.

ABmunis' advocacy related to Nurse Practitioners started with a resolution adopted in 2015, [Promoting the Use of Nurse Practitioners within the Alberta Healthcare System](#), which called for the Government of Alberta to allocate

funding to models of remuneration that support the integration of Nurse Practitioners within the Alberta healthcare system. Since 2015, the province has provided grants and developed programs related to Nurse Practitioners. For example, in 2016, the province launched the \$10 million Nurse Practitioner Demonstration Project, which explored the increased use of Nurse Practitioners in primary health care. Based on the success of the four demonstration project sites, the province launched the Primary Care Network Nurse Practitioner Support Program in March 2019 to provide \$38.5 million over three years to Primary Care Networks to support Nurse Practitioners currently working within the networks, as well as to hire 50 more Nurse Practitioners over two years. Despite the passing of the intended end date of the Support Program (which was extended into 2022-23) grant funding for Nurse Practitioners continues to be provided to PCNs, while they negotiate a future funding model with Alberta Health.

The funding programs that the province has implemented to support Nurse Practitioners to-date have primarily benefitted metropolitan areas and have not focused on increasing the use of Nurse Practitioners in smaller and rural communities. In addition, small communities have identified that grant funding has not been sufficient to support deployment of Nurse Practitioners throughout Alberta. Instead, there is a need for an ongoing sustainable funding model that more permanently ensures the integration of Nurse Practitioners into Alberta's healthcare system as a whole.

Legislation limiting Nurse Practitioner authority to provide primary care has been a further barrier to the integration of Nurse Practitioners into the healthcare system. The province started taking steps to address these legislative barriers in June 2020. Changes made to legislation include:

- Updating ambulance regulations to allow NPs to work as medical directors and provide real-time medical advice to paramedics.
- Allowing NPs to act as independent primary care providers in nursing homes.
- Authorizing NPs to complete driver medical examination forms.

Allowing Nurse Practitioners to take on these roles and complete these tasks is in line with their typical responsibilities, as they are already within their regulated scope of practice under the *Health Professions Act*. Any remaining legislation that limits the ability of Nurse Practitioners to practice as primary health care providers should be identified and amended.

ABmunis administration and the Small Communities Committee regularly connect with representatives of the NPAA to discuss alignment of advocacy, any remaining legislative barriers to integration, and steps that both organizations are taking to promote the greater integration of Nurse Practitioners into the health care system.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with ABmunis priority initiative, Access to Health Care Outside of Metropolitan Areas. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Small Communities Committee in the context of related priorities and positions.

B10: Expand Capacity to Train Combined Laboratory and X-Ray Technologists for Rural Alberta

Moved by: Town of Sundre

Seconded by: Town of Olds

WHEREAS all disciplines of healthcare in Alberta are experiencing shortages of qualified professionals and rural areas are experiencing even greater shortages than urban sites;

WHEREAS rural healthcare facilities require staff with a wider, multi-disciplinary skill set, known as a Combined Laboratory and X-Ray Technologist (CLXT), than the staff that are required in conventional urban settings;

WHEREAS CLXT skill sets are mandatory for rural healthcare locations, and inadequate numbers of students are being trained at the Northern Alberta Institute of Technology (NAIT) to meet the need in rural Alberta;

WHEREAS NAIT is the only institution offering this training in Alberta, with a current class size of forty students per year. NAIT has indicated that they have the capacity within their infrastructure to increase their class size by an additional twenty students if they have the clinical sites to support student training and/or a viable option of simulation training that will allow for the increase in students;

WHEREAS NAIT has also advised that they are committed to exploring ways to increase their CLXT intake; and

WHEREAS the province's Alberta 2030 vision is focused on the post-secondary system and being highly responsive to labour market needs.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to collaborate with post-secondary institutions to expand the number of seats available to train Combined Laboratory and X-Ray Technologist (CLXT) for rural Alberta by increasing the number of seats for CLXT training at NAIT by twenty seats and exploring means by which an additional twenty seat capacity (to a total of 80 students annually) can be created at NAIT or another Alberta post-secondary institution.

BACKGROUND:

The Alberta landscape is dotted with many small rural hospitals. Although small, they are mighty, and provide an essential service to many Albertans. Often remote, these facilities offer a buffer for the injured and sick from the chronically overcrowded big city emergency rooms. Many rural hospitals offer minor surgeries, obstetrics, pre- and post-operative care, and palliative and long-term care, which helps to take the pressure off the city hospitals. These hospitals also allow local citizens to receive quality health care close to home and family.

One discipline where staff shortages have become a particularly serious concern is the combined Lab and X-ray Laboratory and X-Ray Technologist (CLXT). This part of our hospital's team is vital in assisting with efficient diagnosis and treatment and is essential to keeping a rural emergency room open. These combined skills are specific to, and mandatory for, rural hospitals, and staff shortages in this discipline are apparent across the Province. Rural hospitals are often limited in the number of staff they can hire by budgetary constraints and therefore in many cases cannot afford to hire both a position for lab and for x-ray as separate personnel. The combined CLXT provides a cost-effective way to fill both positions with a single staff member.

The [Alberta Health Services website](#) includes the following statement:

“Combined laboratory and x-ray technologists play a critically important role in the diagnosis, disease prevention and public health surveillance. They are responsible for collecting, preparing and analyzing patient samples, providing general patient care and taking blood. They conduct medical laboratory tests and administer electrocardiograms. They are also responsible for general radiography exams (X-ray). Combined laboratory and x-ray technologists are responsible to perform site specific manual and

automated approved laboratory procedures, diagnostic imaging exams and related duties, following established standards and practices defined by the ACCLXT (Alberta College of Combined Laboratory and X-ray Technicians), CPSA (College of Physicians and Surgeons of Alberta) and HPA (Health Professions Act).”

NAIT is the only post-secondary institution providing this specialized program, offering forty (40) seats annually. Increasing those seat numbers, from forty to eighty would significantly address the current demand in rural Alberta. NAIT currently has twenty new seats and thereafter increasing NAIT’s capacity, and/or adding another institution with capability to offer this training, may be enough to meet current demand. Currently, NAIT receives 500 applications for the program, and interviews approximately 200 people for each intake of the 40 seats. This demonstrates that the demand for the current program is very high and filling additional seats would not be an issue.

Access to health facilities and trained health care professionals in rural areas is essential to the sustainability and economic growth of our Province as a whole. Skill specific training, in adequate numbers, is necessary to foster growth and sustainability in rural Alberta. The request for the Government of Alberta to support additional post-secondary seats for CLXT training aligns well with the already developed Alberta 2030 vision:

- “Alberta’s world-class post-secondary system will equip Albertans with the skills, knowledge and competencies they need to succeed in their lifelong pursuits.”
- “The system will be highly responsive to labour market needs and through innovative programming and excellence in research, contribute to the betterment of an innovative and prosperous Alberta.”

This resolution was also adopted by RMA in November 2022, providing the opportunity for joint advocacy on this issue.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on access to medical imaging. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

B11: Maintaining Non-Partisan Municipal Elections

Moved by: City of Brooks

Seconded by: Village of Duchess

WHEREAS municipal elections in Alberta have been predominantly free from political party influence, affording local elected officials the autonomy to debate and vote on community issues based on the best interests of their community;

WHEREAS at the Provincial level there has been comment on opening the door to having political parties at the local level;

WHEREAS partisan politics would restrict individual elected officials from independently pursuing the best interests of the municipality but instead bind them by the ideology of the political party they represent; and

WHEREAS the current *Local Authorities Elections Act* (LAEA) does not explicitly restrict political party influence in local elections.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Provincial Government to refrain from introducing partisan politics in local government elections;

AND IT IS FURTHERED RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to amend the LAEA to prohibit partisanship infiltrating local elections or politics in any way including political party endorsements of local candidates, donations directly or indirectly to local candidates, or by way of any other influence.

BACKGROUND:

Local government elected officials are closer to the people they represent than any other form of government. These representatives also live in their community which is not always the case for those elected provincially or federally. Local representatives interact with their citizens often, are accountable to their citizens and are easily accessible.

On any community issue they face, these local elected officials bring their experience and what they believe is best for the overall community and express this through their debate and vote. This is critical in local government and plays a big part in why local government is the most accountable and efficient form of government.

Partisanship in local politics would be a disappointment. No longer could our local elected officials vote on what they believe is best for the community, but instead, they would be beholden to vote based on the ideology of the political party they represent. In the few cases where elected officials in non-local governments dare vote on what they feel is in the best interests of their constituents rather than by their parties' ideologies, they have been alienated by the party. This has the effect of leaving their constituents frustrated with the feeling their voice has been further eroded.

For our municipalities to remain efficient, effective and accountable, it is critical that we leave no room for partisan politics. Thank you for your consideration and support of this resolution.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with ABmunis Local Election Principles (approved by members on June 18, 2020) which emphasize that candidates are elected to represent and be accountable to municipal residents, not a political party. These [principles have guided ABmunis advocacy on amendments to the LAEA](#) and they will be a foundation for future advocacy as ABmunis presses the province to complete a full-scale review of the LAEA. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee.

B12: Inclusion of Libraries in Intermunicipal Collaboration Frameworks

Moved by: Town of Cardston

Seconded by: Town of Magrath

WHEREAS the purpose of Intermunicipal Collaboration Frameworks (ICFs) is to ensure municipalities contribute funding to services that benefit their residents (MGA s. 708.27 (c));

WHEREAS most libraries serve residents of more than one municipality and the financial sustainability of libraries is of great importance to all Alberta municipalities;

WHEREAS Library Boards are created by municipalities by bylaws, and many are primarily funded by a municipality, including many municipalities having responsibility for staffing and facility maintenance and replacement;

WHEREAS Library Boards are charged in the *Libraries Act* with the responsibility for funding, but have no effective leverage to secure funding for the provision of their services with neighbouring municipalities except within the ICF negotiation framework; and

WHEREAS many ICFs currently contain funding provisions for library services within many of the negotiated ICF agreements, which is of common knowledge to Municipal Affairs.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the clear articulation by the Government of Alberta in legislation that cost sharing for library services is within the scope of Intermunicipal Collaboration Frameworks.

BACKGROUND:

ICFs are intended to require municipalities to create comprehensive frameworks between them which address all intermunicipal services that benefit the residents of both municipalities. This ensures that municipalities which benefit from services offered in neighbouring municipalities will equitably share in the costs associated with delivering those services. Limiting “intermunicipal services” to only those services that are directly administered by municipalities is contrary to the Legislature’s intent. With respect to library services, while it is true that Library Boards are separate legal entities, the fact remains that they are created and funded by municipalities, and most importantly are largely dependent on funding from municipalities to sustain their operations. Since ICFs are required to include provisions addressing the proportionate funding of intermunicipal services, it is an unreasonable for the Minister of Municipal Affairs to exclude any consideration of intermunicipal services that are funded by municipalities.

The MGA

Part 17.2 of the *Municipal Government Act* (MGA) creates a flexible framework intended to allow municipalities to, either by agreement or through arbitration, craft comprehensive ICFs which address all shared services which benefit residents of both municipalities. A broad and purposive interpretation of Part 17.2 of the MGA would include all intermunicipal services within the ambit of ICFs, regardless of whether the intermunicipal service is delivered directly by a municipality, or if it is principally funded by municipalities but delivered by a third party.

Section 708.27 of the MGA confirms that ICFs are intended:

- “a. To provide for the integrated and strategic planning, delivery and funding of intermunicipal services,*
- b. To steward scarce resources efficiently in providing local services, and*
- c. To ensure municipalities contribute funding to services that benefit their residents.”*

Section 708.29 sets broad parameters for what must be included in an ICF:

“(1) A framework must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.

(2) In developing the content of the framework required by subsection (1), the municipalities must identify which municipality is responsible for providing which services and outline how the services will be delivered and funded.

(3) Nothing in this Part prevents a framework from enabling an intermunicipal service to be provided in only part of a municipality.

(3.1) Every framework must contain provisions establishing a process for resolving disputes that occur while the framework is in effect, other than during a review under section 708.32, with respect to

(a) the interpretation, implementation or application of the framework, and

(b) any contravention or alleged contravention of the framework.

(4) No framework may contain a provision that conflicts or is inconsistent with a growth plan established under Part 17.1 or with an ALSA regional plan.

(5) The existence of a framework relating to a service constitutes agreement among the municipalities that are parties to the framework for the purposes of section 54.”

Read together, sections 708.27 and 708.29 give municipalities significant flexibility in crafting an ICF that covers all intermunicipal services between them, provided those services are municipally funded and benefit residents of both municipalities.

The direction in section 708.29(1) is that the ICF “must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.” There is no reference to excluding intermunicipal services that are municipally funded but are operated by third parties. All that is required is that the intermunicipal service be funded by the municipalities, and benefit residents in both municipalities, for it to be addressed in the ICF.

Further, there is no indication that the reference to “delivery” of services was intended to exclude intermunicipal services delivered by third parties. The broad and unqualified language in section 708.27 suggests that municipalities can have flexibility in determining how services are planned, funded and delivered, and there is no indication in the legislation that ICFs are intended to include only certain modes of service delivery and not others. The key consideration is whether the service is municipally funded and benefits residents in multiple municipalities (thereby addressing the third objective to require municipalities to contribute equitably to services that benefit their residents).

The Libraries Act

The *Libraries Act* sets out the relationship between Library Boards and municipal Councils. Section 3 states that it is the discretion and responsibility of the local municipal Council to establish a library board.

“Municipal board

3 (1) The council of a municipality may, by bylaw, establish a municipal library board.”

The *Libraries Act* continues to expound upon the financial relationship between the Library Board and the municipality. It is obvious from section 8 that the local municipal Council continues to have great influence and discretion over the financial position of the local Library Board.

“Budget

8 (1) The municipal board shall before December 1 in each year prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the municipal library.

(2) The budget and the estimate of money shall be forthwith submitted to the council of the municipality.

(3) Council may approve the estimate under subsection (1) in whole or in part.”

The province also supplies a great deal of data to show the reliance of Library Boards on the local municipal authority. On the Government of Alberta web site, the following financial information is shared;

“In 2018:

Provincial operating grants to public library boards (municipal and system) totaled \$30,132,755, representing 13% of total library operating revenue.

The province also expended \$4,841,109 to support the provincial library network. This included funds for SuperNet connectivity for all public libraries, electronic resources and the resource sharing network. Total provincial support for public library service amounted to \$34,973,864.

Municipal contributions (including in-kind support) to public library boards (municipal and system) totaled \$173,295,301. This represented 73% of total library operating revenue.” (<https://www.alberta.ca/public-library-statistics.aspx>)

This confirms that the local municipality is the key stakeholder in library funding, and by extension should be permitted to negotiate library funding as part of the ICF process.

The successful future of libraries in Alberta is highly dependent on the ability of local municipalities to fund them properly, thereby maintaining or increasing library relevance in the community. The fact that Municipal Affairs prohibits the negotiation of library funding in the ICF context complicates the ability of the local municipality or the local Library Board to secure long term, reliable funding to serve the members of all benefitted communities.

The Town of Cardston respectfully requests the support of Alberta Municipalities membership in petitioning the Government of Alberta to reconsider their current position on cost-sharing within ICF agreements, and to include this service firmly within the scope of future negotiations of ICFs.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with advocacy related to funding for municipal libraries, ongoing research and advocacy guided by the Future of Municipal Government project, as well as change management related to the province's reviews of the *Municipal Government Act*, with the most current review being focused on ICF legislation. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee.

B13: Provincial Funding for Growing Municipalities

Moved by: City of Airdrie

Seconded by: City of Leduc

WHEREAS Alberta's population increased by more than 347,000 people, or by 8.3%, since 2016;

WHEREAS the Province's *Alberta is Calling* campaign encourages people to relocate to Alberta to build their futures;

WHEREAS Government of Alberta projections indicate that more than 91% of newcomers are settling in urban centres;

WHEREAS urban municipalities support the development of whole communities to house newcomers and provide crucial quality of life amenities and services;

WHEREAS the Government of Alberta's transition from the Municipal Sustainability Initiative to the Local Government Fiscal Framework in 2024-25 will result in a 37% decrease in total dedicated capital funding to municipalities;

WHEREAS high growth rates require large infrastructure investments in transportation, recreation and cultural amenities, water/wastewater and in protective services to ensure that communities remain attractive and viable; and

WHEREAS municipalities are very limited in options, other than steep property tax increases, to raise necessary capital funds to support large infrastructure investments.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to actively partner with municipalities absorbing the population growth required to support a vibrant, diverse and thriving provincial economy through the creation of a dedicated funding program to support the capital investment pressures of growth.

BACKGROUND:

Alberta is one of Canada's fastest growing provinces. The Alberta is Calling campaign actively encourages skilled workers to consider relocating to Alberta. Most newcomers are settling in urban centres.

According to the Government of Alberta's Office of Statistics and Information population estimates 2016-2022 released in March of this year 61 Alberta municipalities recorded a growth rate of more than 10% over that time period¹. In total these municipalities welcomed 326,068 newcomers, almost 94% of the entire population increase recorded over that seven-year period.

Alberta municipalities, as required by the *Municipal Government Act* (MGA,) must produce five-year capital plans outlining schedules to fund new and lifecycle capital projects. These capital plans include roads, bridges, pathways, water/wastewater infrastructure, community facilities like libraries, recreation, cultural and community amenities, parks and infrastructure for protective services. All of which are important in creating strong, vibrant, liveable communities.

Population growth pressures, coupled with high-cost escalations and a proposed 37% decrease in the amount of capital funding available to non-charter municipalities (all other than Calgary and Edmonton) is placing tremendous burden on those municipalities absorbing the population growth the Province is actively attracting.

¹ <https://open.alberta.ca/dataset/alberta-population-estimates-data-tables>

As an example, the City of Airdrie will see a reduction in capital funding of approximately \$3-4M from the Province when LGFF becomes effective in 2024. The LGFF Transition Fund introduced in Budget 2023-24 will help off-set the impact of the formula chosen to distribute funds but does nothing to address the impact of the overall decrease in the funding available to non-charter municipalities. The City's 10-year capital plan 2023-2032 outlines more than \$1B of capital projects. There are many other high growth urban municipalities that are facing similar pressures with very few options than to increase property taxes significantly.

In addition, three of the Government of Alberta's funding programs that address municipal water/ wastewater and local infrastructure projects – Water for Life, the Alberta Municipal Water/Wastewater Partnership and the Strategic Transportation Infrastructure Program – exclude certain types and sizes of municipalities. The funding is not equally available to all municipalities to meet important infrastructure needs.

The three funding programs noted above need to be expanded to include all municipalities or the Government of Alberta needs to set aside dedicated funding, during times of high growth, to better partner with those municipalities absorbing the growth. Working better together we can make Alberta prosperous for all.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis is focused on advocating for a significant increase to the starting amount of the LGFF Capital to change from its current level of \$722 million to be \$1.75 billion to benefit all municipalities throughout Alberta. Our advocacy is based on the estimated municipal infrastructure deficit along with our analysis of the significant decade-long downward trend in provincial funding for municipal infrastructure, after accounting for Alberta's increase in population and inflation. In addition, ABmunis has engaged members in taking a principle-based approach to the proposed allocation formula for LGFF based on each municipality's scope of infrastructure and growth pressures while considering the differences in fiscal capacity between municipalities. ABmunis' recommendations to Alberta Municipal Affairs for population to be a primary weighting in the LGFF Capital allocation formula is in part designed to support higher growth municipalities.

B14: Provincial Lending Rates to Municipalities

Moved by: City of St. Albert

Seconded by: City of Airdrie

WHEREAS Albertan municipalities must build capital projects to support future growth and ensure their long-term sustainability;

WHEREAS it is difficult for Alberta municipalities to fund the building of capital projects using funds generated by property taxes alone;

WHEREAS the Government of Alberta provides loans to municipalities to fund the building of capital projects;

WHEREAS in 2021, the Government of Alberta announced that any new loans to municipalities would henceforth be charged a higher interest rate similar to what a large City could obtain in the bond market, as opposed to the lower rate available to the Government itself;

WHEREAS the Government of Alberta communicated that the new spread between the province's borrowing rate and the rate charged to municipalities is an approximate increase of 0.5%;

WHEREAS in addition to the increase of interest rates imposed by the Government of Alberta on municipalities, the shift in national and global financial markets since 2021 has caused a massive increase in debt servicing costs municipalities must pay in comparison to debt servicing costs paid prior to 2021;

WHEREAS the increase in debt servicing costs has created greater strains on municipal finances, forcing municipalities to make difficult financial decisions in order to provide well-managed, accountable local government to Albertans;

WHEREAS the burden of increased debt servicing costs has resulted in Albertan property owners paying more to fund the building of community infrastructure; and

WHEREAS the Government of Alberta's fiscal standing has significantly improved since 2021, with the Government posting a budgetary surplus of \$10.4 billion in the 2022-2023 fiscal year in addition to a projected surplus of \$2.4 billion for the 2023-2024 fiscal year.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Ministry of Treasury Board and Finance to implement measures to restore the policy that permitted municipalities to obtain loans with lower interest rates, as was provided prior to 2021, to allow for improved financial flexibility to encourage municipalities to fund capital projects and save taxpayer dollars.

BACKGROUND:

Albertan municipalities finance the building of capital infrastructure projects in their jurisdictions that are critical for long-term community sustainability and growth. Such capital projects, including the construction of roads, bridges and utilities, are required to support growth essential to Alberta's long-term economic prosperity.

Although grants and provincial funding such as the Local Government Fiscal Framework (LGFF) are provided by the Province, such funding is often inadequate to cover the entire cost of capital projects. Consequently, municipalities must utilize other fiscal tools to fund the construction of capital infrastructure projects to avoid placing undue burdens on citizens through the raising of property taxes or the reduction of essential services. One such tool is obtaining loans issued to municipalities by the Government of Alberta.

Loans are issued to municipalities with interest rates calculated by the Province, based on current market conditions. Municipalities are required to pay the principal of the loan back to the province, in addition to interest based on the type of loan and payment term. For example, on a 20-year term “Blended Amortization” loan of \$10,000,000.00 borrowed on April 15, 2023 (4.93% interest), municipalities will have paid in total, at the end of the term:

- Principle: \$10,000,000.00
- Interest: \$5,840,712.80
- Total: \$15,840,712.80

In 2022, the City of St. Albert needed to obtain the following loans to finance three capital projects critical to economic growth and sustainable development of essential infrastructure. The following loan terms and interest rates were obtained:

- Ray Gibbon Drive Construction:
 - \$15,000,000.00 – 20 Year Term – 4.78% Interest
- North St. Albert Trail Construction
 - \$7,000,000.00 – 20 Year Term – 4.78% Interest
- Community Amenities Site & Lakeview Business District (RR260):
 - \$4,000,000.00 – 3 Year Term – 4.77% Interest

At the end of payment terms for these loans, St. Albert taxpayers will have paid \$12.75 million in interest payments. Had the Government of Alberta restored the previous policy of offering loans with interest rates that are available to the government itself – a ~0.5% reduction in the above-listed interest rates – St. Albert taxpayers would pay \$11.268 million in interest at the end of the payment term, equating to a savings of over \$1.48 million. These savings will instead be received by the Government of Alberta as a revenue stream.

With higher interest rates set to only increase the burden on taxpayers if the City borrows more money from the province to fund new capital projects, St. Albert’s City Council is forced to consider deferring the approval of new capital projects, despite the economic growth and development such projects would generate.

Across Alberta, municipalities are faced with making similar decisions regarding approvals of capital projects. Consequently, certain projects may not receive municipal approval – not because these projects wouldn’t support the growth of new developments and availability of more local jobs for Albertans, but because related debt servicing costs would risk the ability of municipalities to continue to fund essential services without imposing further tax increases on Albertans.

Given that the Government of Alberta posted a budgetary surplus of \$10.4 billion in the 2022-2023 fiscal year in addition to a projected surplus of \$2.4 billion for the 2023-2024 fiscal year, the Province is in a position where the charging of higher interest rates to municipalities is unnecessary for its own fiscal health, and instead levies increased pressure on municipalities who rely on loans to fund capital projects.

Should the Ministry of Treasury Board and Finance take measures to restore the policy of issuing loans with interest rates similar to those available to the Province, more capital projects may receive municipal approval; more infrastructure will be built, more local jobs will be created, taxpayer dollars will be saved, and Albertans will see increased growth and economic prosperity in their communities.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with Alberta Municipalities’ existing advocacy efforts related to the 2020 resolution, “Continuation of Municipal Bonds in Alberta”, wherein members have called on the Government of Alberta to ensure a sufficient supply of low-cost infrastructure loans for local authorities. Alberta Municipalities made presentations about the interest rate differential to various ministers in early 2023 and will need to bring this issue forward again under the new government.

B15: Infrastructure Servicing and Construction Costs of School Sites

Moved by: City of Lethbridge

Seconded by: Town of Okotoks

WHEREAS sections 670.1 of the *Municipal Government Act* (MGA) and 53.1 of the *Education Act* require municipalities and school boards to enter into binding agreements addressing the [allocation of reserve land](#) and servicing for future school sites;

WHEREAS the Alberta government's current school site readiness checklist requires school boards to obtain letters of commitment from municipalities to provide and fund the infrastructure servicing of future school sites (i.e., water, sewer, storm water, electric and telecommunications connections to property lines) if the landowner or land developer is unable, in advance of provincial allocations of capital funding for school construction;

WHEREAS school boards and municipalities have no authority to compel landowners or land developers to fund such costs in advance of the neighbourhood being developed;

WHEREAS the cost of serving school sites in advance of neighbourhood development creates an additional financial burden for landowners as well as private-and public-sector land developers;

WHEREAS the costs of school-site servicing are added to future lot prices, and this ultimately affects home affordability in a community;

WHEREAS the current requirements and constraints force municipalities to encumber municipal financial reserves or municipal borrowing capacity, or to raise municipal taxes to provide and fund the servicing of future school sites;

WHEREAS encumbering municipal reserves and borrowing capacity to facilitate school-site servicing is not sustainable and renders these financial resources unavailable for municipalities to make other much-needed community investments; and

WHEREAS the province currently collects the education property tax requisition, and all education property taxes are pooled through the Alberta School Foundation Fund.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to ensure provincial allocations of capital funding for school construction cover all costs of construction, including the servicing of school sites with the required infrastructure.

BACKGROUND:

- This issue impacts all municipalities but especially mid-sized and small municipalities as well as those with slower rates of growth and land absorption. They may not have the financial ability to meet the requirements of the readiness checklist but still need new schools. Ensuring that the school-age population across the Province has the opportunity to learn in environments that are tech-friendly and are not overcrowded demonstrates equity and an investment in the future.
- Municipalities set aside monies in various municipal reserves that are not intended for servicing of school sites. Forcing municipalities to dip into these reserves to finance school site infrastructure costs renders these reserves unavailable for their intended purposes of addressing community needs. In addition, if monies in municipal reserves are not available to satisfy this requirement and a municipality must borrow, this would encumber overall municipal borrowing capacity.
- This issue is urgent, as this provincial requirement is already putting a strain on municipal finances, including municipal reserves. It could jeopardize the advancement of school construction in some communities unless the province ensures that allocations of capital funding for school construction cover

all costs of construction, including the servicing of school sites with the required infrastructure.

- The Government of Alberta already collects an education property tax, as a component on municipal property tax notices, to fund schools and school construction. This provincial education tax could simply be adjusted to sufficiently fund all costs of school construction, including the servicing of school sites with the required infrastructure.
- A somewhat similar resolution by the Town of Penhold was adopted in 2014 [Provincial Support for School Development](#), but has since expired. Although, there are some similarities, this resolution is distinct in that it seeks only the inclusion of site servicing (water, sewer, storm water, electric and telecom connections to property line) in provincial capital funding for school construction. Nor does our resolution seek to have the province take on an active role as contractor on school construction projects.
- ABmunis members also passed a resolution in 2019, [School Site Procurement](#), which focused on the province developing necessary legislation, policy, and procedures to ensure productive engagement by the province and school boards with municipalities in the early stages of planning and announcing new school sites. This resolution expired in 2022.
- On June 10, 2020, the MGA was amended to require municipalities to enter into [Joint Use Planning Agreements \(JUPAs\)](#) with school boards. These agreements were originally required to be in place by June 10, 2023; however, [the deadline for completion of JUPAs was extended to June 2025](#). A JUPA is a formal partnership between a municipality and a school board to enable the integrated and long-term planning and use of school sites on municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) land. More than one municipality or school board may be a party to a JUPA.
- The Alberta School Board Association (ASBA) shared a position statement proposed by one of their members with the mover, the City of Lethbridge, in April 2023. which addresses capital funding for school construction covering all costs of construction, including the servicing of school sites, as well as ensuring that adequate properly sized reserve land is made available for school sites. See Appendix 1.

ALBERTA MUNICIPALITIES COMMENTS:

This resolution aligns with ABmunis' Municipal Finance strategic initiative, as well as with the Infrastructure Committee's priority initiative, Forthcoming Federal/Provincial Infrastructure Funding Programs. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee. The Municipal Governance Committee would also be asked for input on the approach to advocating for the requested capital funding allocations.

Appendix 1

Proposed Regular Position Statement – Infrastructure Allocation, Servicing and Construction Costs of School Sites
Sponsored by St. Albert Public Schools, seconded by _____

Proposed Resolution

BE IT RESOLVED THAT, ASBA advocate to the Government of Alberta for the Ministries of Education, Infrastructure and Municipal Affairs work together with Alberta Municipalities and school boards to ensure provincial allocations of capital funding for school construction cover all costs of construction, including the servicing of school sites with the required infrastructure.

BE IT FURTHER RESOLVED THAT, ASBA advocate to the Government of Alberta to instruct the Ministries of Education, Infrastructure and Municipal Affairs to work together with Alberta Municipalities and school boards to resolve challenges around the lack of properly sized and available reserve land for school site allocations through the Municipal Government Act.

RATIONALE

[ASBA's 2023 provincial election advocacy priorities](#) included capital planning.

“Capital planning is a priority for school boards. Clarity on the new School Planning Program phases, and consultation on the capital planning process, would support well-informed decision making in relation to providing adequate, modern and appropriate learning spaces for our students.”

Section 53.1 of the Education Act requires school boards to enter into joint use and planning agreements (JUPAs) with municipalities under section 670.1 of the Municipal Government Act.

In April 2023, Alberta Municipal Affairs Minister extended the deadline for JUPAs to June 10, 2025.

Integrated and long-term planning and use of school sites has long been a challenge in Alberta and a priority for many school boards to address the need for new schools and spaces for students.

Changes to the reserve process in the Municipal Government Act for municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) requirements challenge both municipalities and school boards to plan for and secure adequate school sites.

At the April 4, 2023, Lethbridge City Council Meeting, submission of the following proposed resolution to the September 27-29, 2023 Alberta Municipalities Convention was approved:

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to ensure provincial allocations of capital funding for school construction cover all costs of construction, including the servicing of school sites with the required infrastructure.

To ensure equity in funding and provision for adequate and appropriate learning spaces for students, the government must include school boards and municipalities in any consultation on the capital planning process.

BACKGROUND

At the April 4, 2023 Lethbridge City Council Meeting, approved submission of the following proposed resolution to the September 27-29, 2023 Alberta Municipalities Convention:

“WHEREAS Section 670(1) of the Municipal Government Act requires municipalities to enter into binding agreements with school boards for the allocation of reserve land and servicing for future school sites;

WHEREAS the Alberta government’s current school site readiness checklist requires school boards to obtain letters of commitment from municipalities to provide and fund the infrastructure servicing of future school sites (water, sewer, storm water, electric and telecom connections to property lines) if the landowner or land developer is unable,

in advance of provincial allocations of capital funding for school construction;

WHEREAS school boards and municipalities have no authority to compel landowners or land developers to fund such costs in advance of the neighbourhood being developed;

WHEREAS the cost of servicing school sites in advance of neighbourhood development creates an additional financial burden for landowners as well as private-and public-sector land developers;

WHEREAS the costs of school-site servicing are added to future lot prices, and this ultimately affects home affordability in a community.

WHEREAS the current requirements and constraints force municipalities to encumber municipal financial reserves or municipal borrowing capacity, or to raise municipal taxes to provide and fund the servicing of future school sites;

WHEREAS encumbering municipal reserves and borrowing capacity to facilitate school-site servicing is not sustainable and renders these financial resources unavailable for municipalities to make other much-needed community investments;

WHEREAS the Province currently collects the education property tax requisition, and all education property taxes are pooled through the Alberta School Foundation Fund;

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to ensure provincial allocations of capital funding for school construction cover all costs of construction, including the servicing of school sites with the required infrastructure.”

SOURCE: <https://agendas.lethbridge.ca/AgendaOnline/Meetings/ViewMeeting?id=3901&doctype=2>
[Education Act Section 53.1](#)
[April 2023 Deadline for School Site JUPAs Extended to 2025](#)

B16: Provincial Support for Downtowns, Business Districts and Mainstreets

Moved by: City of Edmonton

Seconded by: City of St. Albert

WHEREAS downtowns, business districts and mainstreets serve as community hubs where residents and visitors can gather to celebrate, build community, share ideas, learn, trade and innovate, and are often the first and lasting impression of municipalities;

WHEREAS downtowns, business districts and mainstreets support a municipality's ability to attract, retain and grow economic investment;

WHEREAS vibrant, attractive, welcoming, safe, and economically diverse downtowns, business districts and mainstreets support the Government of Alberta's ongoing efforts to attract new residents and economic activity to Alberta;

WHEREAS downtowns, business districts and mainstreets were, and continue to be, some of the most impacted areas stemming from the negative economic effects of COVID-19 such as the loss of residents, workers, businesses, and visitors, and the increase and concentration of social disorder;

WHEREAS municipalities require partnerships with, and support from, other orders of government to revitalize and ensure the ongoing vitality of these strategically important areas of communities throughout Alberta; and

WHEREAS the Government of Alberta has recognized the importance and prominence of downtowns, business districts and mainstreets through the release of the Calgary Office Revitalization and Expansion (CORE) and the Edmonton Metropolitan Region Economic Recovery (EMRER) reports.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta and the Government of Canada to increase their financial commitment to supporting the recovery and ongoing vitality efforts for the downtowns, business districts, and main streets of communities throughout Alberta.

BACKGROUND:

Downtowns, business districts and mainstreets are the focal point of businesses, retail, tourism, and the hospitality industry in communities of all scales.

These areas within communities throughout Alberta contribute greatly to Alberta's economy and are areas in which jobs are often concentrated. Furthermore, these areas exert a strong influence on how a community is perceived, in turn impacts the attraction of tourism, investment, workers, students, visitors, and new residents to a community.

These issues are not just big city issues but can be seen in communities throughout Alberta as the downtowns of mid-sized cities and the mainstreets of all communities have suffered from the negative economic effects stemming from COVID-19.

Alberta's municipalities and the Government of Alberta have a shared interest and responsibility to ensure these strategic areas within communities throughout Alberta can thrive and be utilized as an incentive to new residents and investment to Alberta. These areas within communities throughout Alberta have and will continue to play a critical role in our ability to attract and retain investment, grow our tourism industry, and contribute to the reputation of Alberta as a place to call home.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on community building and community safety. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of related priorities and positions.

B17: Changes to the Clean Energy Improvement Program

Moved by: City of Edmonton

Seconded by: City of Lethbridge and Town of Athabasca

WHEREAS existing buildings make up a large portion of greenhouse gas emissions that are created from urban settings, and energy retrofits to existing buildings have been identified as a strategy to reduce these emissions;

WHEREAS the Government of Alberta's Act to Enable Clean Energy Improvements, SA 2018, c 6 amended the Municipal Government Act, and an associated Clean Energy Improvements Regulation, AR 212/2018, to establish the Clean Energy Improvement Program (CEIP);

WHEREAS CEIP is an alternative financing tool for residential and non-residential property owners to fund energy efficiency and renewable energy upgrades that are repaid through property taxes;

WHEREAS initiatives similar to CEIP have proven successful in numerous jurisdictions and has the potential to result in significant retrofit investments, support the creation of a thriving retrofit industry, and create thousands of private sector jobs; and

WHEREAS changes to CEIP are required to scale up and expand the program so it can reach its full potential.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to make the following changes to the Clean Energy Improvement Program (CEIP):

1. Make borrowing for CEIP eligible under the Local Authorities Capital Financing Act;
2. Allow residential building financing for multi-unit buildings, including condominiums, to be equivalent to the non-residential investment limit;
3. Increase the maximum financing limit for residential properties, which is currently set at \$50,000 or no more than double the municipal property taxes, whichever is less;
4. Increase the maximum financing limit of \$1 million for non-residential properties; and,
5. Expand eligible items to include additional clean energy and adaptation upgrades such as, but not limited to, EV Chargers, while allowing municipalities to retain the ability to choose which elements of an expanded program to offer.

BACKGROUND:

Legislation to enable a Clean Energy Improvement Program (CEIP) became effective in Alberta on January 1, 2019. This program is similar to the Property Assessed Clean Energy (PACE) programs that can be found in other cities across Canada and the United States. CEIP is administered through ABmunis and to date, nine municipalities throughout Alberta have implemented a Clean Energy Improvement Program.

The City of Edmonton's Community Energy Transition Strategy is Edmonton's plan to transition to a low carbon city by 2050. The strategy has five critical pathways for climate action, one of which is an Emission Neutral Building pathway. Existing buildings make up about 38 per cent of Edmonton's total greenhouse gas emissions.

Edmonton created a two-year pilot of the CEIP to provide low-cost financing to property owners to complete a minimum of three eligible upgrades to their buildings.

A few lessons were learned through this pilot, including:

- The benefit of low cost financing is critical for the success of CEIP and the extent to which property owners can make retrofit investments. Consideration needs to be given to making CEIP borrowing eligible under the Local Authorities Capital Financing Act as it can offer excellent rates that are transferred without markup to the applicants. Initially, CEIP was an approved borrowing reason under Alberta Capital Finance Authority

(ACFA). When ACFA was dissolved and LAC identified as the alternative source, CEIP was not an eligible borrowing purpose. This has forced municipalities to search elsewhere for program financing.

- The financing limits of \$50,000 and \$1 million for residential and non-residential buildings have proved to be too restrictive to support deep retrofits. Net Zero retrofits have typically required greater investment than the current financing limits, especially for residential buildings. Increasing the maximum financing limit may require increasing the ceiling for financing from doubling the annual municipal property tax, to tripling or disconnecting from the property tax assessment and incorporating equity or ability to repay calculations. There is an option to facilitate exceptions for increasing the non-residential ceiling above \$1 million as detailed in the regulation through approval by the Minister and by a resolution of council.
- Consumers have expressed an interest in energy efficiency upgrades that are not currently included within the program. The original eligibility list for the program was driven by the Energy Efficiency Alberta mandate to reduce greenhouse gas emissions. However, adding other technologies including those for adaptation, such as electric vehicle chargers and flood proofing is recommended and could be an opportunity to increase community climate resilience.
- The program currently considers multi-unit residential buildings as “residential” and allows only the \$50,000 maximum. Given the scale of multi-residential buildings, a financing limit similar to the non-residential buildings limit (currently \$1 million) is warranted.
- There are significant economic benefits resulting from a robust Clean Energy Improvement Program. Similar programs have proven to be very successful in other jurisdictions including the United States, resulting in billions of dollars in retrofit investment and the creation of thousands of jobs. It is estimated that since 2009, CEIP programs in the United States have had a \$21.6 billion economic impact, created 170,000 job-years, and have facilitated the completion of 325,000 projects.

There are significant economic benefits resulting from a robust Clean Energy Improvement Program. Similar programs have proven to be very successful in other jurisdictions including the United States, resulting in billions of dollars in retrofit investment and the creation of thousands of jobs. It is estimated that since 2009, CEIP programs in the United States have had a \$21.6 billion economic impact, created 170,000 job-years, and have facilitated the completion of 325,000 projects.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on these proposed CEIP amendments. However, ABmunis has previous resolutions advocating for additional financing options for micro-generation. This resolution also aligns with past advocacy on expanding the financing tools available to municipalities. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Sustainability and Environment Committee within the context of related priorities and positions.

2023 RESOLUTIONS

CATEGORY C – OTHER ISSUES OF POTENTIAL INTEREST TO ALBERTA MUNICIPALITIES

C1: Sustainable Community Hospice Funding Model

Moved by: Town of Rocky Mountain House

Seconded by: Town of Penhold

WHEREAS the demographics in Alberta are shifting, it is projected that over the next 25 years, the share of the population 80 years and older will increase significantly, more than doubling to as much as 7 per cent of the total Albertan population;¹

WHEREAS the Government of Alberta has communicated, “adopting the palliative approach to care when life-limiting diseases are diagnosed is an effective way of managing health care spending. It reduces the cost of delivering care, frees up acute care capacity and improves quality of life for patients with life-limiting illness and their families;”²

WHEREAS there is an increasing demand on community providers, such as non-profit hospice societies, to deliver palliative end-of-life care (PEOLC) in Alberta;

WHEREAS the ability to meet the Alberta Health Services’ accepted standard for PEOLC bed capacity is severely limited by the lack of a province-wide, sustainable funding model;

WHEREAS Alberta Health Services’ Rural Palliative Care In-Home Funding Program can only be used to cover end-of-life care received at home and cannot be utilized to cover end-of-life care provided by hospice societies in their facilities; and

WHEREAS the Government of Alberta’s Palliative End-of-Life Care Grant Fund was one-time grant funding that was not eligible for operational costs for hospice societies.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to implement a sustainable operational funding model for the provision of hospice services by community hospice societies across the province.

BACKGROUND:

There has been ongoing engagement from the Government of Alberta regarding Palliative End-of-Life Care, highlighting the importance of these supports and services to Albertans. The need to develop the capacity of these community services, especially in rural settings, is clear; the following provincial frameworks and reports are all consistent in that message:

- Government of Alberta – Advancing palliative and end-of-life care in Alberta – Palliative and End-of-Life Care Engagement Final Report November 2021
- Alberta Health Services – Palliative and End of Life Care – Alberta Provincial Framework Addendum 2021
- Alberta Health Services - Palliative and End of Life Care - Alberta Provincial Framework 2014

What remains is the question of continual operational funding for PEOLC hospice community providers.

The Government of Alberta identified the service gaps that exist for PEOLC needs in Alberta in the Advancing Palliative and End-of-Life Care in Alberta Final Report November 2021. The report included the following recommendation:

¹ <https://open.alberta.ca/dataset/90a09f08-c52c-43bd-b48a-fda5187273b9/resource/bb7c6ef6-ade5-4def-ae55-ef1fd5d4e563/download/2020-2046-alberta-population-projections.pdf>

² <https://open.alberta.ca/dataset/130eb68f-c7b5-4ab1-8a4a-ce6181c34610/resource/69c4fd85-8206-4d63-b43f-94d447c55c31/download/health-advancing-palliative-end-of-life-care-in-alberta.pdf>

“Government, AHS, and their partners, should grow and expand community-based PEOLC services via home and community care programs and facility-based continuing care... Stand-alone hospices face challenges in maintaining sustainable operational budgets and workforce.”

The Government of Alberta committed \$20 million over four years to improve PEOLC by shifting from hospital to community-based care; raising awareness of how and when to access PEOLC; developing effective caregiver supports; and establishing education, training and standards for health professionals.³ The funds were entirely allocated as of 2022 and were not eligible for hospice societies' operational expenses.

Non-profit hospice societies who are already operating in communities and working towards expanding these important services in Alberta have been left in budget purgatory. They are actively working towards a priority identified by the Government of Alberta, but reliant on fundraising for operational funding.

Correcting the disparity between the funding available to patients who choose to receive PEOLC in-home versus in a hospice suite is an immediate solution that could address these challenges while the economic analysis of reallocating health care financial resources in accordance with the shift from hospital to community-based hospice care is completed.

Municipalities must advocate for the allocation of financial resources to these valuable supports and services provided in their communities.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

³ <https://rmalberta.com/resolutions/20-19f-policies-for-supporting-community-hospice-associations/>

C2: Review of Vehicle Collision Reporting Damage Threshold

Moved by: City of Airdrie

Seconded by: City of St. Albert

WHEREAS the Alberta Government has mandated that all collisions with combined damage over \$2000 must be reported and that all autobody shops are required by the Alberta Government to have a damage sticker that can only be issued by a police force in order to repair the vehicle;

WHEREAS motor vehicle collisions are among the top ten calls for service to municipal police departments and the work involved in managing these collisions is extensive;

WHEREAS the cost to repair a vehicle has increased, especially newer vehicles which have complex technology and require more parts to repair; and

WHEREAS the majority of collisions occurring in the province are property damage only and most will require a damage sticker.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to engage stakeholders and review the \$2,000 collision reporting damage threshold to reflect current repair costs, while reducing red tape and administrative work for municipal police departments.

BACKGROUND:

According to Alberta Traffic Collision Statistics, out of the 95,001 collisions that occurred in our province in 2020, over 90 per cent were categorized as property damage only (PDO).¹ Due to a provincial requirement in sections 146 and 147 of the Operator Licensing and Vehicle Control Regulation under the *Traffic Safety Act*, if the combined damage to all vehicles and any property involved is over \$2,000, a collision report must be filed with police. A damage sticker will be issued which allows for repairs to be completed. With the increasingly high cost for vehicle repairs, nearly all PDO collisions will require reporting, using significant police officer and support staff resources.

A report released in March 2023 by the Insurance Bureau of Canada (IBC), outlined that due to inflation, the price of vehicle and automotive parts had increased by 13 per cent in the last two years. Cost pressures are further magnified by increases in the price and availability of labour to undertake repair work. While the cost of replacement parts for older vehicles has increased making them more expensive to repair, newer vehicles have complex technology and require more parts to repair. The cost to repair vehicles on the road today has increased dramatically over the last few years. The IBC report compares the cost to repair a Toyota RAV4 bumper on models from 2017 and 2022. The number of parts required and total cost more than doubled.²

A Collision Cost Study Update prepared for the Edmonton Capital Region Intersection Safety Partnership (CRISP) in 2018 offered estimates on the average cost of damage to vehicles in the Capital Region during the time of the study. The report concluded that the average cost of vehicle repairs in a PDO collision was \$9,130.³

At the RCMP detachment in the City of Airdrie, almost every collision results in the requirement to be reported to obtain a damage sticker. In 2022, 3,030 collisions were reported to the Airdrie RCMP detachment.

The demand for RCMP officers and support staff is significant. Officer time to review damage and issue a damage sticker so that repairs can be completed, along with support staff follow-up to photocopy statements, prepare

¹ <https://open.alberta.ca/dataset/25020446-adfb-4b57-9aaa-751d13dab72d/resource/07d4f0b8-d2e3-42ab-9eae-3d01b8291e04/download/tran-alberta-traffic-collision-statistics-2020.pdf>

² <https://www.albertaautoinsurancefacts.ca/wp-content/uploads/2023/03/Alberta-Auto-Reform-Report-March-2023.pdf>

³ https://drivetolive.ca/wp-content/uploads/2020/07/CollisionCostStudyUpdate_FinalReport.pdf

requests from law offices for collision details, assist the driver with paperwork, enter the data into two databases and manage any errors of submissions, takes a great deal of time and resources.

The amount of administrative work surrounding this reporting has led cities such as Grande Prairie, Lethbridge and Medicine Hat to direct reporting of PDO collisions and the issuing of damage stickers to a third-party collision reporting centre. A 2022 collision reporting centre pilot project in Edmonton was offered at no additional cost to police or the public. Whether reporting to a public or private entity, the \$2,000 damage threshold remains for all PDO collisions.

Other provinces have different reporting structures. For example, in Saskatchewan, British Columbia and Manitoba, only collisions involving injury, death, criminal offence, towing or an out of province vehicle, require reporting to the police. BC also requires a police report if a vehicle has sustained more than \$10,000 in damage. All of these provinces operate under a provincial insurance model.

The Province of Ontario, similar to Alberta, has legislation that requires collisions resulting in property damage of \$2,000 or more be reported immediately to an authorized peace officer.

Alberta's collision damage threshold increased from \$1,000 to \$2,000 on January 1, 2011. Prior to the change, the threshold had not changed in almost 20 years.⁴

ALBERTA MUNICIPALITIES COMMENTS:

Alberta Municipalities does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee.

⁴ <https://www.alberta.ca/release.cfm?xID=29699F51C2115-C0C6-C2B5-3131AFOA489B467C>

C3: E-Scooters and Modernizing the Alberta Traffic Safety Act for Personal Use

Moved by: The City of Calgary

Seconded by: The City of Edmonton

WHEREAS e-Scooters are now readily available for sale on the private market;

WHEREAS the Government of Alberta's *Traffic Safety Act* does not currently provide a legal framework for personal use of e-scooters beyond private property;

WHEREAS without a legal framework personal choice and freedom of mobility to meet needs and lifestyles is limited;

WHEREAS in Alberta a municipality cannot create bylaws to regulate the use of personal e-Scooters;

WHEREAS the Cities of Calgary and Edmonton have had to obtain special Alberta Transportation ministerial permissions to be allowed to authorize and regulate the use of rental e-Scooters under a pilot project;

WHEREAS if this process was replicated for dozens, or hundreds, of municipalities it would create needless red tape for both municipalities and Alberta Transportation and still not address the issue of e-Scooters for personal use; and

WHEREAS all Albertans should be able to legally use micromobility options that help connect travelers to local destinations.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to amend the Traffic Safety Act to accommodate the daily use of e-Scooters Alberta wide, for rental and personal use.

BACKGROUND:

What is micromobility?

Micromobility refers to a range of small, lightweight vehicles operating at speeds typically below 25 km/h (15 mph) and driven by users personally. Micromobility devices include bicycles, electric bicycles (e-Bikes), electric scooters (e-Scooters), electric skateboards, shared bicycle fleets, and electric pedal assisted (pedelec) bicycles. Shared e-Scooters are a great way for a resident or visitor to travel throughout a community. Since 2019, many Alberta municipalities have issued permits to companies, with the approval of the Government of Alberta through Alberta Transportation and Trade Corridors (Alberta Transportation), to provide rental access to new, safe, and sustainable methods of transportation. Users can ride a shared e-Scooter municipality-wide on bicycle lanes, pathways, empty sidewalks and roadways with lower speed limits and lower traffic volumes. E-Scooters are not permitted on busier roadways, like Macleod Trail or Gateway Boulevard. Information on the types of vehicles allowed on pathways can be found on the following site - <https://www.calgary.ca/roads/safety/bike-laws.html>

ALLOWED VEHICLES	
Bicycles – manual and electric assisted 	Skateboards – manual and electric assisted 
Scooters – manual and electric assisted 	Inline skates or Rollerblades 
Segway 	Electric Unicycle 
Hoverboards 	Mobility Devices – Wheelchairs and Scooters 

PROHIBITED VEHICLES (with examples)	
All electric motorcycles	Juiced Scrambler 
	CSC City Slicker 
	Vespa Style Scooter or genZe Scooter 
Any gas-powered vehicle	Gas Assisted Bicycles and Scooters 

Despite the type of vehicle being used, ALL users must obey a maximum speed of 20km/hr, or posted speed limit.

Benefits of shared micromobility programs

Data from other North American cities have demonstrated a wide range of benefits of shared micromobility programs including:

- Filling in the gap for the vital first/last mile by encouraging people to walk, cycle and take public transit more often.
- Saving time on short trips.
- Providing access to various transportation options for all demographics.
- Improving people's physical health by providing transportation options that encourage citizens to be more physically active.

Personal e-Scooter use not allowed in Alberta

Currently, personal e-Scooters are not allowed to operate on public sidewalks or roadways as they do not have provincial approval to operate beyond private property. For a private citizen to operate their own e-Scooter legally on a municipal roadway or sidewalk, they would also require a provincial exemption. No municipality has the authority to issue a vehicle exemption for public roadways. For personal e-Scooters, the devices do not have the same level of device regulation as shared e-Scooters, and many can travel at speeds over 50 km/h. Municipalities also do not have the authority to regulate what is sold online or in stores. If the Government of Alberta were to allow for personal e-Scooters on roadways, the City of Calgary would currently recommend that personal e-Scooters be treated the same as bicycles and travel on roadways, bike lanes and pathways.

Personal e-Scooters are a growing regulatory gap that the Government of Alberta needs to address and allow for it.

Shared E-Scooter Operations and Restrictions

Shared e-Scooters have a number of restrictions on them to receive an exemption from the Government of Alberta including restrictions of top speed (maximum of 20 km/hour), insurance requirements (which in the case of Calgary is \$10 million in Corporate General Liability Insurance), reporting requirements and geofenced areas that the

devices slow down and/or cannot operate in. Currently, shared e-Scooters are allowed to operate on roads without lane markings (lower volume roadways), bike lanes, pathways, and sidewalks (as long as they do not interfere with pedestrians).

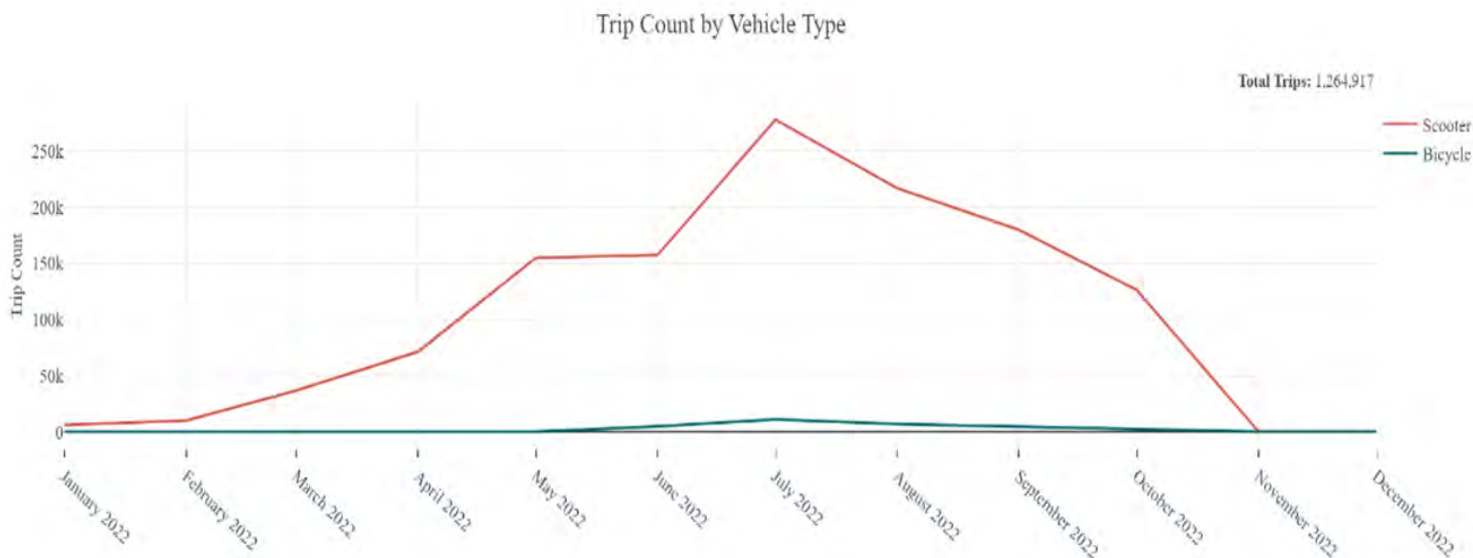
E-Scooter and Micro-mobility in Alberta

Alberta's municipalities currently do not have the authority to create their own bylaws that allow for and regulate the operations of e-Scooters on sidewalks or roadways within our communities. The Government of Alberta through Alberta Transportation and the *Traffic Safety Act* has jurisdiction over what types of vehicles are allowed on roadways, cycle tracks and sidewalks within a municipality. Under the current provincial law, motorized scooters (both electric and gas powered) are considered prohibited miniature vehicles. Alberta Transportation can authorize exemptions and allow their use under the *Traffic Safety Act*, and it is this legislated procedure municipalities that wish to undertake an e-Scooter pilot program must comply with.

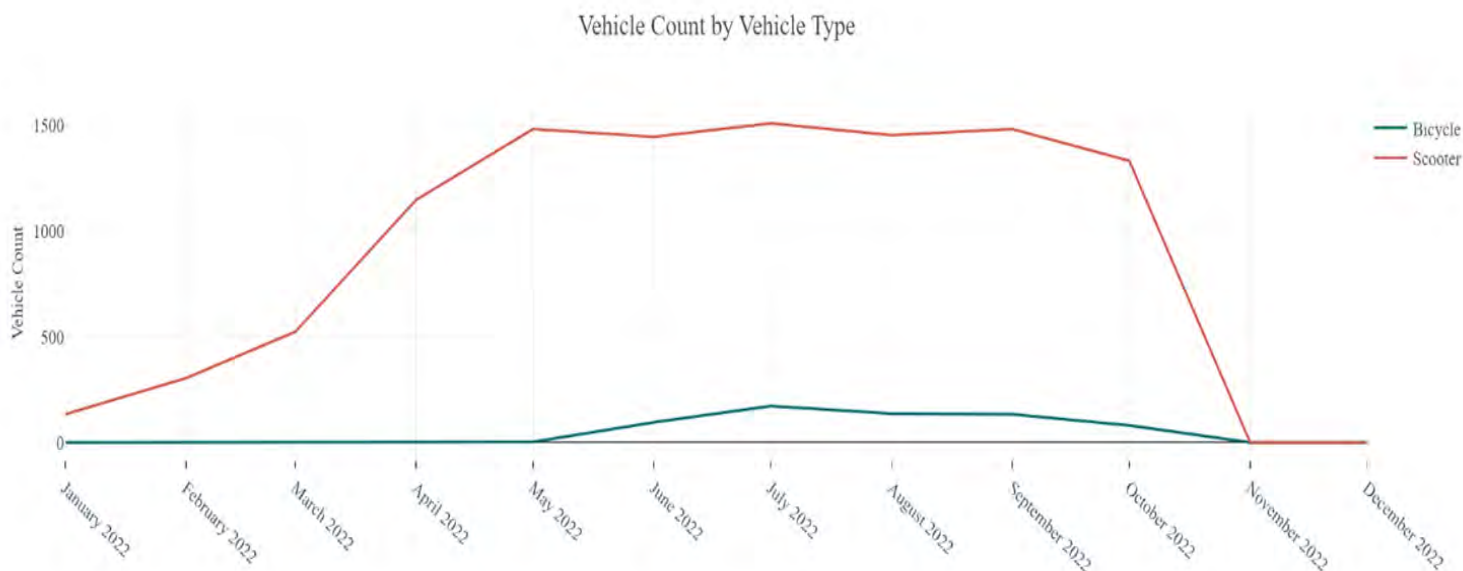
In 2018, the City of Calgary and the City of Edmonton received permission and permits from the Government of Alberta to be able to conduct pilot projects in 2019 (and subsequently 2021, 2022 and 2023) that allowed e-Scooter and e-Bike companies to operate within these municipalities, such as Bird, Spin and Lime, in Edmonton and Neuron and Bird in Calgary. Once permission was granted by Alberta Transportation, municipal administrations were able to author bylaws that further regulated the approved shared e-Scooters. For example, the City of Calgary updated its Traffic, Streets, Stephen Avenue and Parks and Pathways Bylaws through the course of their shared e-Scooter and e-Bike pilot and the City of Edmonton updated their Traffic Bylaw, including specifically prohibiting e-scooters riding on sidewalks, through the course of their pilot.

The Calgary and Edmonton 2019 e-Scooter pilots were successful and subsequently in 2021, 2022 and in 2023 more of Alberta's municipalities applied to Alberta Transportation for their own e-Scooter pilots. In 2023, authorized e-Scooter pilot projects are in effect in the cities of Calgary, Edmonton, Red Deer, Lethbridge, Airdrie, Medicine Hat, St. Albert, Leduc and in the towns of Okotoks, Cochrane, Lacombe, and Blackfalds, among others. With Alberta having 344 municipalities, municipal e-Scooter and e-Bike pilot programs becoming more common province-wide, and successful e-Scooter pilot programs transitioning to permanent programs, Alberta Transportation should reduce the burden of red tape on itself and municipalities by formalizing shared e-Scooter use and personal e-Scooter use within the *Traffic Safety Act* and permitting municipalities to draft their own bylaws to regulate the use and operations of e-Scooter within their municipality.

City of Calgary 2022 Micromobility Trip data.



City of Calgary 2022 Micromobility Operators fleet numbers.



ALBERTA MUNICIPALITIES COMMENTS:

Alberta Municipalities does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee.

C4: Use of Golf Carts on Designated Municipal Roads

Moved by: Summer Village of Half Moon Bay

Seconded by: Village of Delburne

WHEREAS a number of ABmunis members, primarily from smaller communities, have expressed support for the use of golf carts on certain designated municipal roads as an ability-inclusive, cost-effective, safe, environmentally-aware transportation alternative that enhances community connectivity;

WHEREAS as the result of a Saskatchewan Urban Municipalities Association (SUMA) member resolution, the Saskatchewan Traffic Safety Act has been updated to allow people to drive golf carts on certain municipal roads. As of May 2023, Saskatchewan municipalities have the ability to allow golf carts to be used on public roads if their municipality passes a bylaw, subject to certain limitations and Saskatchewan Government Insurance (the “Administrator”) approval;

WHEREAS British Columbia and Ontario have implemented pilot projects to determine how to best integrate the safe use of golf cart in municipalities. The municipalities involved in the pilot projects must pass a by-law to permit golf cart use and may set out specific requirements, including additional safety requirements, based on what is best for their communities;

WHEREAS the operation of golf carts on Alberta municipal roads would be governed by changes to the Traffic Safety Act of Alberta and should be enabled through a municipality specific bylaw. Off Highway Vehicles already enjoy this type of flexibility through the Alberta Traffic Safety Act 120(4)(b) where the council of a municipality may, by bylaw, authorize or issue a permit authorizing persons to drive off-highway vehicles along certain roads that are under their direct control and management; and

WHEREAS the use of micro-mobility battery-powered scooters on roads is a good example of where municipality specific bylaws have been successfully created in coordination with amendments to Alberta provincial regulations to allow for the safe use electric scooters.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to make changes to the Alberta Traffic Safety Act and regulations plus the Use Of Highway And Rules Of The Road Regulation that would allow Municipalities, if they so desire, to approve the use of golf carts on certain approved roads and public lands within their municipality.

BACKGROUND:

The requested action should have a high priority. Many jurisdictions across Canada already see the benefit of having an ability-inclusive, cost-effective, safe, environmentally-aware transportation alternative that enhances community connectivity and golf carts can provide this. Properly positioned, these changes could also form part of a bigger strategy on aging population, mobility, and declining rural populations.

Currently, golf carts are classified as a prohibited miniature vehicle, which also includes personal transporter, pocket bikes, go carts, electric scooters and golf carts. These vehicles are motor vehicles as defined in the Traffic Safety Act; however, they also meet the definition of “miniature vehicles” which are prohibited from use on roads. With the rise of a micro-mobility revolution to deliver low- carbon, cost- effective, ability-inclusive means for alternative transportation, changes are required to the prohibited miniature vehicle classification. Golf Carts and electric scooters should be removed from this classification and provided with rules and regulations that would allow for their safe operation on municipal roads.

Saskatchewan

As of May 2023, Saskatchewan municipalities now have the ability to allow golf carts to be used on public roads for more than just getting to and from the course. SGI has updated a policy that will allow people to drive golf carts on certain municipal roads, if their municipality passes a by-law, subject to certain limitations and SGI approval. This change in regulations is the result of a member resolution at their recent annual convention of the Saskatchewan Urban Municipalities Association (SUMA). The resolution called for change, stating, "many SUMA members, primarily from smaller communities and resort villages, have expressed support for ability-inclusive, cost-effective, safe, environmentally-aware transportation alternatives that enhance community connectivity and reduce parking congestion in public gathering spaces."

In response to that resolution, the Saskatchewan Government stated that, "Our government has listened to our municipal stakeholders and asked SGI to make these common-sense changes that balance safety considerations with meeting the needs of our communities," Minister Responsible for SGI Don Morgan said.

"Expanding the use of golf carts within our resort village will allow golf carts to operate as vehicles on municipal roadways subject to numerous safety requirements," Resort Village of Shields Mayor Angie Larson said. "This will improve the quality of life for our community."

British Columbia

A new pilot project will now allow golf carts to operate on certain local roads in Chase and in Qualicum Beach, providing drivers with more transportation options, Premier Christy Clark announced today.

"This change makes it easier for people, particularly seniors, to stay engaged in their community and access the services that make their lives better," said Premier Clark. "By allowing these lower emission vehicles on local streets, we are connecting British Columbians with their families and friends and improving not only their health but the quality of their lives."

"This innovative pilot project will provide British Columbians with more transportation choices," said MLA for Parksville-Qualicum Michelle Stillwell. "Qualicum Beach is a great location to trial the program, keeping people, especially seniors connected with their family, friends and community."

"We have heard from residents that they would like additional options to use alternative and environmentally friendly vehicles," said Qualicum Beach Mayor Teunis Westbroek. "Golf carts will give our town more ways to get around and we are thrilled to be part of this pilot project as I believe it is appropriate in our community."

The golf carts will need to meet detailed operating conditions and vehicle specifications such as only driving on municipal roads with a maximum speed of 30 km/h during daylight hours. The golf cart must be registered and insured and be equipped with seat belts, a horn, lights, signals, and a rear-view mirror. Drivers will need to have a valid driver's license.

Ontario

Ontario has created a ten-year pilot framework for permitting the use of golf carts on-road; referred to as 'golf cars' in regulations. On June 3, 2020, the Ontario Ministry of Transportation introduced this new pilot project in order to examine golf cart's ability to safely integrate with other vehicle types and determine whether existing rules of the road are adequate. The pilot project operates under Ontario Regulation 407/21 Pilot Project – Golf Cars sets out the broad regulatory framework to allow golf cars on roads on Pelee Island and in Huron-Kinloss and includes operator and vehicle requirements.

The province established the broad regulatory framework for golf carts that include a number of vehicle and operating requirements that must be met. The municipalities involved in the pilot project must pass a by-law to permit golf cart use and may set out specific requirements, including additional safety requirements, based on what is best for their communities. Municipalities are in the best position to determine the needs of their communities.

Electric Scooters

Micro-mobility companies Lime, Neuron and Bird Canada offer rentable, battery-powered scooters after Alberta's provincial regulations were amended to allow for their use. Like other forms of motorized transportation, scooters are subject to laws governing safe usage. But those laws can vary. A great example of how municipalities can decide what is best for them, in Calgary scooter users can ride on sidewalks but not on roads and in Edmonton, it is the opposite: Riders are prohibited from sidewalks but allowed on roads with speed limits of 50 km/h or less. Both cities permit scooters on paved pathways and in bike lanes. It is notable that these rules specifically apply to rented scooters.

Municipalities in Alberta already have some flexibility in determining road safety rules under the Alberta Traffic Safety Act and this flexibility should be extended to the use of golf carts. Example, Alberta Traffic Safety Act 120(5) A [municipal] permit, order or bylaw issued or made under this section may do one or more of the following: (a) prescribe terms and conditions, or either of them, under which an off-highway vehicle may be operated on a highway; (b) prescribe the maximum speed limits, not to exceed the maximum speed limits prescribed for vehicles under this Act, that are applicable to an off-highway vehicle; (c) prescribe the minimum speed limits that are applicable to off-highway vehicles; (d) prescribe routes to be used by off-highway vehicles.

ALBERTA MUNICIPALITIES COMMENTS:

Alberta Municipalities does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee. The Small Communities Committee would also be asked for input on the approach to advocating for the requested legislative change.

C5: Access to Mobile Wireless (Cellular) Services

Moved by: Alberta Municipalities Board of Directors

Seconded by: N/A

WHEREAS Albertans rely on mobile wireless (cellular) services to conduct business activities, for personal use, and in emergency situations;

WHEREAS the Telecommunications Act affirms that the Canadian telecommunications policy has an objective “to render reliable and affordable telecommunications services of high quality accessible to Canadians in both urban and rural regions in all regions of Canada”;

WHEREAS the Canadian Radio-television and Telecommunications Commission (CRTC) made access to mobile wireless voice and internet services part of a nation-wide service objective for telecommunications services in 2016;

WHEREAS the CRTC has a target of 100% of all Canadian households having access to the latest generally deployed mobile wireless technology (currently defined as long-term evolution [LTE]) by December 2026; and

WHEREAS despite CRTC reporting that more than 99% of all Albertans have access to cellular services, many Albertans outside of major urban centres do not have access to reliable cellular network coverage; and

WHEREAS access to landlines and high-speed internet is challenging in rural and remote areas which further increases the importance of reliable mobile wireless (cellular) services;

IT IS THEREFORE RESOLVED THAT Alberta Municipalities engage the Canadian Radio-television and Telecommunications Commission to address the lack of reliable cellular network coverage for mobile wireless (cellular) service.

BACKGROUND:

This resolution was adopted at the Rural Municipalities of Alberta (RMA) Spring 2023 Conference. Alberta Municipalities Board recognizes that many of our members also experience challenges with access to wireless internet and there is an opportunity for ABmunis and RMA to collaborate in advocating for improved coverage.

There are several telecommunications providers offering mobile wireless voice and internet services. Despite telecommunications providers offering services, there are areas throughout the province that do not have reliable cellular network coverage.

The lack of reliable cellular network coverage is experienced by residents and businesses in remote municipalities that are at a distance from the higher populated urban centers.

Residents and business owners alike have raised concerns about their ability to operate their businesses due to challenges with telecommunications. Today many residents and businesses in rural Alberta are not being serviced by landlines or being refused service. Therefore, reliance on mobile wireless (cellular) services becomes their only option. However, when a business must rely on high spots on the property to receive and send cellular calls it makes it difficult for business owners to operate and grow their business.

Even more importantly, emergency situations require reliable cellular network coverage. Rural and remote areas are at risk of emergency situations becoming critical when there is no access to 911.

The CRTC provides reports on “Major Roads With & Without LTE Services” that support cellular networks. Most major roads in Alberta are identified by the CRTC as having LTE service. However, the data does not accurately reflect the reliability of the service. For example, Highway 18 is marked as having LTE service, however there is a

location between Barrhead and Westlock with no cellular access or a dead spot. The same is true on Highway 33 between areas heading west to Swan Hills and south to Edmonton (marked in yellow on map below).

Source: https://crtc.gc.ca/cartovista/RoadsWithAndWithoutLTE_En/index.html

CRT also reports on “LTE Service Coverage Areas.” The area encompassing the County of Barrhead is shown as fully covered by two facility-based networks, however there are several areas within the County of Barrhead that are three-digit highways and local roads that do not have reliable coverage and experience dead spots. According to the map, the Village of Heisler also does not have LTE service along Highway 855. These dead spots occur from no coverage by service providers, no cellular signal or lack of towers.

Source: https://crtc.gc.ca/cartovista/LTEProviderCountYE2019_EN/index.html

CRTC reports do not reflect the reality on the ground in rural and remote Alberta with respect to mobile wireless (cellular) services. As a result, the lack of attention and investment leaves rural Alberta underserved which limits economic growth from many perspectives and potentially increases risk to life and property by negatively impacting emergency response.

ALBERTA MUNICIPALITIES COMMENTS:

Alberta Municipalities has no active resolutions directly related to this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Small Communities Committee. The Infrastructure Committee would also be asked for input on the approach to advocating for the requested policy change. ABmunis would also seek opportunities for joint advocacy with RMA.

C6: Capital Budget Disclosures Negatively Impacting Procurement Processes

Moved by: Town of Okotoks

Seconded by: City of Airdrie

WHEREAS Part 8 of the Municipal Government Act (MGA) outlines the framework local councils and administrations must operate within when managing the finances of a municipality;

WHEREAS municipalities must follow specific requirements regarding budgets, borrowing, investing, corporate planning and financial reporting, and off-site levy requirements, and that same information and deliberations must be provided to the public;

WHEREAS the procurement and tendering process is a regimented and highly competitive process;

WHEREAS the costing and phasing of municipal project details provided as part of municipal budgets negatively impacts the results of open, competitive procurement processes; and

WHEREAS inflation, shortages of skilled trades and supplies have increased the pressures in budgeting and procurement processes.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for amendments to Part 8 of the *MGA* to provide that detailed phasing and costing of projects are protected information from disclosure in public budget documents and off-site levy bylaw requirements until after those projects have been awarded under the applicable procurement process.

BACKGROUND:

Section 283.1 of the *MGA* states that each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next three financial years and respecting its anticipated capital property additions over a period of at least the next five financial years. A municipality may only authorize expenditures that are included in the budget, are for an emergency, are legally required or are otherwise authorized by council.

Municipal operating and capital budgets are one of the most important policy decisions of council. The budget determines the programs and services that the municipality will provide to residents. The inability to keep phasing and design information for municipal projects protected until the procurement process is complete affects all municipalities across the Province. Escalating costs due to inflation, materials, skilled trades, and suppliers has magnified the negative impact of being unable to negotiate or award projects on a level playing field. Companies or firms submitting bids or tenders for municipal procurements have detailed financial information that no other private company or individual would be subject to divulging. To protect taxpayers, this amendment should be prioritized as these financial impacts will increase and be experienced on all local government projects.

Recent tendering results submitted to the Town of Okotoks have highlighted the trend for submissions to exactly match detailed budget documents contained in off-site levy and budget approval documents.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee within the context of related priorities and positions.

C7: Trade Agreement Impacts on Municipal Procurement Processes

Moved by: Regional Municipality of Wood Buffalo

Seconded by: Town of Lac La Biche

WHEREAS the New West Partnership Trade Agreement (“NWPTA”) is an accord between the Governments of British Columbia, Alberta, Saskatchewan and Manitoba (“Western Provinces”) to create a barrier-free, interprovincial market;

WHEREAS the NWPTA is restrictive as it relates to the procurement process and limits the opportunities or options for local sourcing by municipalities in the western provinces to the posting thresholds, which are less than the posting thresholds in the Canadian Free Trade Agreement (“CFTA”);

WHEREAS that discrepancy in the thresholds creates an advantage for public bodies and contractors outside of the western provinces to be detriment of municipalities and contracts within the western provinces; and

WHEREAS local sourcing could be beneficial for a number of municipalities in Alberta as they would be supporting their own local economy.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the provincial government to abolish the NWPTA, as it would permit greater opportunities for local sourcing.

BACKGROUND:

Municipalities in Alberta would benefit from a shift to procurement processes that allow for local businesses to be given priority. Domestic trade agreements, such as the CFTA and the NWPTA, which are negotiated at the federal and provincial levels of government, do not currently allow for such provisions.

One option for Alberta Municipalities is to lobby on behalf of all its member municipalities with a focus on dissolving one of the domestic trade agreements, being the NWPTA, which applies only to western provinces. While it is true that the NWPTA served a valuable purpose in promoting trade liberalization in the western provinces prior to the introduction of the CFTA in 2017, the NWPTA applies only to the western provinces, whereas the CFTA applies to the federal government and all provinces in Canada. Considering the introduction of the CFTA, a case can be made that the NWPTA continues to exist in a way that disadvantages the western provinces.

For example, the thresholds in the CFTA are tied to inflation and increase over time, while the thresholds in the NWPTA do not. Further, the CFTA has higher thresholds than the NWPTA, meaning the threshold for single-source or sole source procurements is higher for non-western provinces. Under the NWPTA, western provinces are restricted to a threshold of \$75,000 for goods and services and \$200,000 for construction, while other provinces can take advantage of the higher thresholds in the CFTA of \$121,200 for goods and services and \$302,900 for construction. This ultimately allows non-western provinces local preference policies for procurements up to \$121,200 for goods and services and \$302,900 for construction, while western provinces are limited to \$75,000 for goods and services and \$200,000 for construction.

Additionally, while the foundational concepts contained in the CFTA and NWPTA are similar, the agreements do contain some different exceptions for when single-sourcing or sole sourcing is permitted. This results in more opportunities for non-western provinces to engage in single-source or sole-source procurements than there are for western provinces.

When non-western provinces extend more sole sourcing opportunities to their own local contractors, contractors from the western provinces bidding on work in other regions of Canada may have fewer opportunities than are afforded to contractors from these other regions of bidding on work within the western provinces, which are bound by the more restrictive terms of the NWPTA.

As the NWPTA is negotiated at the provincial government level, Alberta Municipalities, which represents numerous Alberta municipalities, is a natural conduit to lobby the provincial government for support in this initiative.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of related priorities and positions.

2023 RESOLUTIONS

CATEGORY E - EMERGENT RESOLUTIONS

About Emergent Resolutions

Criteria

The criteria for an emergent resolution, as set in section 16 the [Resolutions Policy](#), are that it **must**:

- a. Deal with an issue of concern to Alberta municipalities which has arisen after the resolution deadline, or just prior to the resolution deadline, such that Members could not submit it as a resolution in time;
- b. Have a critical aspect that needs to be addressed before the next Convention; and
- c. Comply with the guidelines for resolutions set out in the policy.

Submission

If your municipality is considering an emergent resolution, please contact resolutions@abmunis.ca as soon as possible. ABmunis administration can help your municipality determine if the proposed resolution may meet the criteria and help your municipality work through the submission process. Any proposed emergent resolutions will be reviewed by either Alberta Municipalities Board or Executive Committee, depending on timing, to determine if they meet the criteria and can go forward for consideration at the 2022 Convention.

Seconding

The policy also stipulates that, if the Alberta Municipalities Board or Executive Committee determines the resolution meets the criteria of an emergent resolution, the Board will second the resolution.

Notification

Should Alberta Municipalities receive emergent resolutions, an updated version of this Resolutions Book will be distributed to Members through email and The Weekly newsletter.

More Information

For more information on emergent resolutions, see sections 15 through 22 of the [Resolutions Policy](#) or contact resolutions@abmunis.ca.

E1: Enhancing Amusement Ride Safety

Moved by: Town of Stony Plain

Seconded by: Alberta Municipalities Board of Directors

WHEREAS Alberta municipalities provide safe and healthy community spaces, events, and programs for residents and visitors to gather and celebrate;

WHEREAS Amusement rides offer an exciting and fun feature to many permanent and temporary festivals and events throughout Alberta;

WHEREAS Alberta municipalities seek to mitigate residents' and visitors' exposure to harm and injury associated with the operation of amusement rides in their community;

WHEREAS the Government of Alberta administers the *Safety Codes Act*, which includes the development, interpretation, and enforcement of safety standards for amusement rides;

WHEREAS the Alberta Elevating Devices and Amusement Rides Safety Association provides independent oversight to the installation and ongoing safety compliance of elevating devices, amusement rides, and passenger ropeways throughout Alberta; and

WHEREAS recent incidents involving members of the public on amusement rides in Alberta warrant a review of the safety standards and industry compliance.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to conduct a review of the codes and standards that govern amusement rides to ensure members of the public can enjoy the safe operation of these experiences.

BACKGROUND:

The Town of Stony Plain is requesting this emergent resolution be considered as a result of recent incidents that occurred in Stony Plain during a community event. In June 2023, two separate incidents occurred where amusement rides caused injuries to eventgoers, requiring an immediate call for inspection of the amusement rides, and resulting in the cancellation of the midway for the remainder of the event. Following these incidents, other Alberta municipalities with amusement ride providers participating in community celebrations have proactively requested onsite ride inspections to ensure the safety of eventgoers.

Amusement rides in Alberta must operate based on Canadian standards and regulations adopted under the *Alberta Safety Codes Act*. The *Safety Codes Act* outlines that amusement rides are inspected for compliance with the standards and regulations based on the following frequency:

- All amusement rides are reviewed for compliance at least once a year; and
- Portable rides must be inspected at the first set up in Alberta each year.¹

The amusement ride provider involved in the incidents in Stony Plain received their required inspection at their first setup in Alberta for 2023 before hosting the midway in Stony Plain. Based on the incident in June, consideration should be given to conducting further inspections beyond the first setup.

While incidents involving amusement rides in Alberta are rare, the impact can be life-threatening. A 2010 incident at the Calgary Stampede resulted in enhancements to the regulations and oversight of the amusement ride providers².

¹ <https://open.alberta.ca/dataset/ddf68cc1-a702-4bc0-b867-f834194dd877/resource/5887fd61-c82a-42c3-a34f-4d764b16fb10/download/ar-2011-001frequencyofcompliance-monitoring.pdf>

² <https://www.alberta.ca/release.cfm?xID=30120E8777162-CD2D-2AF8-5615FA043A170717>

These recent incidents in Stony Plain warrant a further review of the *Safety Codes Act* standards and consideration of improved oversight, compliance, and enforcement.

The Town of Stony Plain has been in communication with Alberta Elevating Devices and Amusement Rides Safety Association to clarify their role and consider opportunities to mitigate the occurrence of these incidents. Additionally, Alberta Recreation & Parks Association has been contacted by the Town of Stony Plain to request support for this resolution prior to or during their upcoming AGM in the fall of 2023.

Ensuring safe and healthy communities is a cornerstone role for Alberta municipalities. Our direct and strong relationship with the Government of Alberta provides an opportunity to respond to these incidents productively, seek improvements in regulations, strengthen industry partners, and allow for continued positive community events and celebrations.

ALBERTA MUNICIPALITIES COMMENTS:

ABmunis does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the standing committee within the context of related priorities and positions.



Alberta Municipalities Strength In Members

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Request for Decision

Councillors Report

August 14, 2023



RECOMMENDATION

That the Councillors reports for the period ending August 14, 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. Chinook Arch Regional Library Audited Financial Statements
2. Chinook Arch Regional Library 2022 Report
3. Milk River Municipal Library Minutes
4. Oldman River Regional Services Commission Executive Committee Minutes

CHINOOK ARCH LIBRARY BOARD
Financial Statements
Year Ended December 31, 2022

INDEPENDENT AUDITOR'S REPORT

To the Members of Chinook Arch Library Board

Opinion

We have audited the financial statements of Chinook Arch Library Board (the Board), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets, revenues and expenses and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Board in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

(continues)

* denotes professional corporation

Independent Auditor's Report to the Members of Chinook Arch Library Board *(continued)*

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, AB
April 6, 2023

INSIGHT

Chartered Professional Accountants

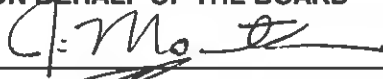
CHINOOK ARCH LIBRARY BOARD

Statement of Financial Position


December 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash and cash equivalents (Note 3)	\$ 1,595,396	\$ 1,565,298
Restricted cash (Note 4)	25,211	4,484
Accounts receivable	37,323	68,051
Goods and services tax recoverable	18,123	33,938
Employee computer loans (Note 5)	871	1,557
Prepaid expenses	173,471	227,098
	1,850,395	1,900,426
PROPERTY AND EQUIPMENT (Note 6)	2,486,851	2,598,474
	\$ 4,337,246	\$ 4,498,900
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 71,552	\$ 121,811
Deferred revenue (Note 7)	25,211	4,483
Employee benefit obligations (Note 8)	191,065	182,006
	287,828	308,300
DEFERRED CAPITAL CONTRIBUTIONS (Note 9)	1,958,796	2,043,079
	2,246,624	2,351,379
NET ASSETS	2,090,622	2,147,521
	\$ 4,337,246	\$ 4,498,900

ON BEHALF OF THE BOARD



Director



Director

CHINOOK ARCH LIBRARY BOARD
Statement of Changes in Net Assets
Year Ended December 31, 2022

	Unrestricted Fund 2022	Internally Restricted Fund 2022 (Note 10)	Externally Restricted Fund 2022 (Note 10)	Capital Fund 2022	Total 2022	Total 2021
NET ASSETS - BEGINNING OF YEAR						
Deficiency of revenues over expenses	\$ -	\$ 1,591,216	\$ 1,041	\$ 555,264	\$ 2,147,521	\$ 2,111,174
Amortization of capital assets	(56,899)	-	-	-	(56,899)	36,347
Amortization of deferred capital contributions	111,623	-	-	(111,623)	-	-
Book allotment purchase, net of additions (Note 10)	(84,283)	-	-	84,283	-	-
Use of Technology Fund reserves (Note 10)	3,359	(3,359)	-	-	-	-
Use of Operating Fund reserves (Note 10)	46,690	(46,690)	-	-	-	-
Internally imposed restriction on remaining surplus (Note 10)	10,975	(10,975)	-	-	-	-
	(31,465)	31,465	-	-	-	-
NET ASSETS - END OF YEAR	\$ -	\$ 1,561,657	\$ 1,041	\$ 527,924	\$ 2,090,622	\$ 2,147,521

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD
Statement of Revenues and Expenses
Year Ended December 31, 2022

	Budget 2022	Total 2022	Total 2021
REVENUES			
Municipal levies	\$ 1,612,662	\$ 1,597,254	\$ 1,654,512
Provincial operating grant	970,499	1,003,511	970,499
Library board membership fees	636,120	638,412	635,406
Provincial rural library services grant	164,885	123,693	164,885
Municipal rural services fees	55,097	55,209	55,839
Other income (Schedule 1)	318,000	359,154	308,981
Contract services (Schedule 1)	140,400	124,121	127,848
Other grants (Schedule 1)	44,512	41,671	155,315
Amortization of deferred capital contributions (Note 9)	-	84,283	87,628
	3,942,175	4,027,308	4,160,913
EXPENSES			
Salaries and benefits	2,095,700	2,123,177	2,061,036
Library materials and collections	848,118	882,374	937,314
Building and maintenance	39,500	58,958	45,628
Board expenses	9,000	6,881	5,374
Programs and services (Schedule 2)	419,100	402,921	479,640
Network services (Schedule 2)	110,000	107,529	129,907
Contract and other services (Schedule 2)	137,500	127,649	128,763
Bibliographic services (Schedule 2)	88,200	88,363	94,436
Training and development (Schedule 2)	40,000	30,734	15,115
Shipping and delivery (Schedule 3)	37,500	58,523	43,967
Administration (Schedule 3)	33,400	27,810	31,367
Amortization of capital assets	96,000	111,623	152,519
	3,954,018	4,026,542	4,125,066
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FROM OPERATIONS	(11,843)	766	35,847
OTHER INCOME (EXPENSES)			
Gain on disposal of property and equipment	12,000	-	500
Projects funded by Technology Fund reserves (Note 10)	-	(46,690)	-
Projects funded by Operating Fund reserves (Note 10)	-	(10,975)	-
	12,000	(57,665)	500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 157	\$ (56,899)	\$ 36,347

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD

Revenue Schedule (Schedule 1)

Year Ended December 31, 2022

	Budget	2022	2021
OTHER INCOME			
Additional funds for library materials	\$ 300,000	\$ 306,724	\$ 294,667
Interest and investment income	8,000	48,030	11,804
Employment programs	5,000	4,350	-
Southern Alberta Library conference	3,000	-	2,500
Miscellaneous	2,000	-	10
Fundraising and donations	-	50	-
	\$ 318,000	\$ 359,154	\$ 308,981
CONTRACT SERVICES			
Reimbursement for purchases	\$ 100,000	\$ 88,147	\$ 92,799
Contracts	38,400	35,846	34,802
Book purchases	2,000	128	247
	\$ 140,400	\$ 124,121	\$ 127,848
OTHER GRANTS			
Other grants	\$ 44,512	\$ -	\$ -
Digital Literacy Exchange Program	-	28,401	124,958
Nobleford Establishment grant	-	10,270	-
Community Root grant	-	3,000	-
Community Incentives Program	-	-	20,357
Piikani book locker grant, net of capital portion	-	-	10,000
	\$ 44,512	\$ 41,671	\$ 155,315

CHINOOK ARCH LIBRARY BOARD

Expense Schedules (Schedule 2)

Year Ended December 31, 2022

	Budget	2022	2021
PROGRAMS AND SERVICES			
Rural library services grant transfer	\$ 172,800	\$ 147,575	\$ 198,676
Support subscriptions	125,000	130,253	118,466
Regional resource sharing	90,000	90,000	90,000
Marketing and communications	15,000	17,239	35,230
Membership programs	9,800	9,887	9,675
Library membership cards	5,000	2,194	6,614
Summer programs	1,000	1,524	5,360
Special projects	500	4,249	15,619
	\$ 419,100	\$ 402,921	\$ 479,640
NETWORK SERVICES			
Network support and maintenance	\$ 65,000	\$ 53,243	\$ 67,915
Telecommunications	25,000	27,063	26,439
Equipment and software	20,000	27,223	35,553
	\$ 110,000	\$ 107,529	\$ 129,907
CONTRACT AND OTHER SERVICES			
Purchasing services for member libraries	\$ 100,000	\$ 91,674	\$ 93,714
ILS maintenance and service contract	35,000	35,846	34,802
Staff purchases	2,000	129	247
Better Beginnings card coupons	500	-	-
	\$ 137,500	\$ 127,649	\$ 128,763
BIBLIOGRAPHIC SERVICES			
Support services	\$ 70,000	\$ 71,645	\$ 78,509
Supplies for library materials	14,000	11,246	11,780
Cataloguing subscriptions	4,200	5,472	4,147
	\$ 88,200	\$ 88,363	\$ 94,436
TRAINING AND DEVELOPMENT			
Conferences, courses and staff travel	\$ 25,000	\$ 11,545	\$ 10,127
Southern Alberta Library Conference	10,000	10,624	2,559
Librarian meetings and training	4,000	8,565	2,429
Programs and training for libraries	1,000	-	-
	\$ 40,000	\$ 30,734	\$ 15,115

CHINOOK ARCH LIBRARY BOARD

Expense Schedules (Schedule 3)

Year Ended December 31, 2022

	2022	2022	2021
SHIPPING AND DELIVERY			
Vehicle expense	\$ 27,000	\$ 48,516	\$ 32,894
Freight	5,000	4,274	5,510
Vehicle insurance	3,500	2,753	3,230
Postage and shipping	2,000	2,980	2,333
	\$ 37,500	\$ 58,523	\$ 43,967
ADMINISTRATION			
Office equipment maintenance	\$ 8,000	\$ 7,542	\$ 6,870
Professional fees	7,200	7,200	7,700
Office supplies and equipment	7,000	7,905	9,506
Subscriptions	2,200	2,355	2,005
Coffee services	2,000	1,650	656
Foreign currency exchange	2,000	(783)	976
Bank charges	1,500	1,719	1,436
Printing	1,000	-	553
Recruitment	1,000	167	1,654
Memberships	500	55	-
Miscellaneous	500	-	11
Advertising	500	-	-
	\$ 33,400	\$ 27,810	\$ 31,367

CHINOOK ARCH LIBRARY BOARD**Statement of Cash Flows****Year Ended December 31, 2022**

	2022	2021
OPERATING ACTIVITIES		
Cash receipts from customers	\$ 3,947,135	\$ 4,083,012
Cash paid to suppliers and employees	(3,944,340)	(3,954,205)
Interest received	48,030	11,804
Cash flow from operating activities	50,825	140,611
INVESTING ACTIVITIES		
Additions to capital assets	-	(40,000)
Additions to deferred capital contributions	-	40,000
Proceeds on disposal of property and equipment	-	500
Cash flow from investing activities	-	500
INCREASE IN CASH FLOW	50,825	141,111
Cash - beginning of year	1,569,782	1,428,671
CASH - END OF YEAR	\$ 1,620,607	\$ 1,569,782
CASH CONSISTS OF:		
Cash and cash equivalents	\$ 1,613,826	\$ 1,565,298
Restricted cash	6,781	4,484
	\$ 1,620,607	\$ 1,569,782

1. PURPOSE OF THE BOARD

Chinook Arch Library Board (the "Board") is an appointed Board established as a Library under the Alberta Libraries Act. As a registered charity the Board is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act.

The Board operates the Chinook Arch Regional Library System, which assists a network of cooperating libraries in southwest Alberta to provide cost-effective and convenient access to information and library resources.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Fund accounting

For reporting purposes, established funds consist of the operating, capital, restricted and reserve funds. Transfers between funds are recorded as adjustments to the appropriate net asset accounts.

Revenues and expenses related to program delivery and administrative activities are reported in the Unrestricted Fund.

The Capital Fund reports the assets, liabilities, revenues, and expenses related to the Board's capital assets and building improvements campaign. Amortization expense is recorded as an expense in the Statement of Revenues and Expenses.

The Internally Restricted Reserve Funds are established at the discretion of the Board of Directors to fund future operating and capital expenditures. Transfers to and from these funds are reflected as adjustments to the Statement of Changes in Net Assets.

The Externally Restricted Fund arises from funding received for specific projects. Transfers to and from these funds arise as funds are earned or expenditures are incurred for the specific projects.

Cash and cash equivalents

Cash includes cash and cash equivalents.

The Board's investment policy requires temporary investments to be guaranteed investment certificates, Treasury bills or low risk money market funds. These investments are valued at cost. The carrying amounts approximate fair value because they have maturities within one year of the date of purchase.

Cash that is externally restricted for specific purposes is presented as restricted cash.

(continues)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**Property and equipment**

Property and equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life at the following rates and methods:

Buildings	4% declining balance method
Automotive (passenger)	50% declining balance method
Automotive (delivery vehicles)	50% straight-line method
Computer equipment	25% straight-line method
Office furniture and equipment	10% straight-line method

The Board regularly reviews its property and equipment to eliminate obsolete items. Government grants received for the purchase of property and equipment are treated as deferred capital contributions (Note 9).

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue recognition

Revenue is recognized when the requirements as to performance for transactions involving the sale of goods and services are met and ultimate collection is reasonably assured at the time of performance.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of capital assets. These funds are accounted for as deferred revenue until used for the purpose specified.

Government transfers for operations are recognized in the period when the related expenses are incurred and all eligibility criteria have been met.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2022

3. CASH AND CASH EQUIVALENTS

	2022	2021
Cash	\$ 1,363,826	\$ 1,565,298
Guaranteed investment certificate	250,000	-
	\$ 1,613,826	\$ 1,565,298

The Royal Bank non-redeemable guaranteed investment certificate bears interest at 4.3% per annum and matures on September 16, 2023.

4. RESTRICTED CASH

Restricted cash consists of externally restricted grant funds received for specific purposes.

5. EMPLOYEE COMPUTERS LOANS

The Board has established a policy authorizing employee loans for the purchase of computers and software to a maximum of \$2,500 per employee. These loans are payable in monthly blended payments with interest at prime.

6. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land	\$ 40,580	\$ -	\$ 40,580	\$ 40,580
Buildings	3,564,009	1,180,787	2,383,222	2,482,523
Equipment	116,136	54,610	61,526	69,940
Automotive (passenger)	187,175	187,123	52	105
Computer equipment	131,930	130,459	1,471	5,326
	\$ 4,039,830	\$ 1,552,979	\$ 2,486,851	\$ 2,598,474

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2022

7. DEFERRED REVENUE

	2022	2021
<u>Indigenous grant</u>		
Opening balance	\$ -	\$ -
Funds received	71,352	-
Amounts recognized	(52,922)	-
	18,430	-
<u>CFLSA grant</u>		
Opening balance	4,240	4,240
Funds received	-	-
Amounts recognized	-	-
	4,240	4,240
The CFLSA project has been postponed due to the Covid-19 pandemic.		
<u>Other</u>		
Opening balance	243	1,500
Funds received for 2023 Conference	2,541	243
Amounts recognized	(243)	(1,500)
	2,541	243
Total	\$ 25,211	\$ 4,483

8. EMPLOYEE BENEFIT OBLIGATIONS

	2022	2021
Vacation accrual	\$ 181,813	\$ 170,714
Health spending account	9,252	11,292
	\$ 191,065	\$ 182,006

The vacation accrual is comprised of unused vacation days that employees have earned.

Health spending benefits arise from unused benefits that are accumulated for two years. Employees have earned these benefits and are entitled to them within the next fiscal year.

9. DEFERRED CAPITAL CONTRIBUTIONS

Government grants received for the purchase of capital assets are amortized at the same rate and method as the underlying asset.

	2022	2021
Opening balance	\$ 2,043,079	\$ 2,090,708
Additions during the year	-	40,000
Amortization	(84,283)	(87,629)
	\$ 1,958,796	\$ 2,043,079

\$118.64

CHINOOK ARCH LIBRARY BOARD**Notes to Financial Statements****Year Ended December 31, 2022****10. RESTRICTED RESERVE FUNDS**

	2021	Additions	Uses	2022
<u>Internally restricted reserve funds</u>				
Technology Fund	\$ 284,740	\$ 31,465	\$ 46,690	\$ 269,515
Vehicle Fund	246,360	-	-	246,360
Building Fund	359,354	-	-	359,354
Operating Fund	465,383	-	10,975	454,408
Book Allotment Fund	235,379	657,383	660,742	232,020
	\$ 1,591,216	\$ 688,848	\$ 718,407	\$ 1,561,657
<u>Externally restricted fund</u>				
Better Beginnings Fund	\$ 1,041	\$ -	\$ -	\$ 1,041

The internally restricted Book Allotment Fund reports allocations to member libraries for book allotments. These funds are restricted for the purchase of library materials in subsequent years. Unspent allocations are added to the library's allocation in the following year.

The Board of Directors approved three projects that were funded from internally restricted reserve funds during the year.

- The Uninterrupted Power Supply Lifecycle Replacement project had a total cost of \$34,760 (budget - \$40,000) funded by the Technology Fund reserve.
- The Online Membership Renewal project had costs of \$11,930 in the current year that were funded by the Technology Fund reserve. Further costs of \$3,397 will be incurred in the subsequent year to complete this project (budget - \$15,000).
- The Programming Kit Refresh project had a total costs of \$10,975 (budget - \$15,000) funded by the Operating Fund reserve.

The Board of Directors approved the transfer of the Unrestricted Fund surplus for the year to the Technology Fund.

11. SIGNIFICANT REVENUE SOURCES

In 2022, 87% (2021 - 85%) of the Board's total revenue is based on per capita municipal levies, per capita payments from library boards, and per capita grants from Alberta Municipal Affairs.

A significant percentage of this revenue is attributed to the membership of the City of Lethbridge. In 2022, the Lethbridge population represented 49% (2021 - 48%) of the total system's population and generated 43% (2021 - 42%) of the total revenue. Although the Board would continue to operate without that membership, there would be a need for additional sources of revenue.

12. LOCAL AUTHORITIES PENSION PLAN

Employees of the Board participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plan Act. The LAPP services about 281,764 (2021 - 275,863) members and retirees and 435 (2021 - 433) employer groups. The LAPP is a multi-employer defined benefit plan financed by the employer, employee and Government of Alberta contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Board is required to make current service contributions to the LAPP of 8.45% (2021 - 9.39%) of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 12.80% (2021 - 13.84%) on pensionable earnings above this amount. Employees of the Board are required to make current service contributions of 7.45% (2021 - 8.39%) of pensionable salary up to the year's maximum pensionable salary and 11.80% (2021 - 12.84%) on pensionable salary above this amount.

Total current service contributions by the Board to LAPP in 2022 were \$137,946 (2021 - \$153,497). The current service contributions by the employees of the Board to the LAPP in 2022 were \$122,952 (2021 - \$138,401).

As at December 31, 2021 the plan disclosed an actuarial surplus of \$11.9 billion (2020 - \$5 billion surplus). As at the financial statement date, the plan's 2022 statement of financial position had not yet been released.

13. FINANCIAL INSTRUMENTS

The Board is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Board's risk exposure and concentration as of December 31, 2022.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. In order to reduce its credit risk from customers, the Board conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Board has a significant number of customers which minimizes concentration of credit risk.

Currency risk

Currency risk is the risk to the Board's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The Board is exposed to foreign currency exchange risk on cash, accounts receivable, and accounts payable held in U.S. dollars. The Board does not use derivative instruments to reduce its exposure to foreign currency risk. The risk at December 31, 2022 is minimal.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Board manages exposure through its normal operating and financing activities. The Board is exposed to interest rate risk primarily through its interest rate bearing assets, including amounts on deposit with financial institutions that earn interest at fixed rates. The risk at December 31, 2022 is minimal.

Unless otherwise noted, it is management's opinion that the Board is not exposed to significant other price risks arising from these financial instruments.



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

IMPACT REPORT 2022

CHINOOK ARCH SNAPSHOT

HELPING OUR
LIBRARIES DO **MORE**
FOR 30 YEARS!

**Thanks to Chinook Arch,
member libraries can:**

- offer more reading, listening, and watching choices to library users
- host more programs
- access more staff learning opportunities

30

staff members



35

service locations across
southwest Alberta



3 delivery
vans



Our vans made 4,008
delivery stops in 2022!

SUPPORTING OUR LIBRARIES



33

municipal
council visits

**2022 marked the end of the
three year Fundamental
Digital Literacy Skills Program.
2022 saw:**

34 classes offered

123 participant bags
distributed

149 wellness/youth
activity packs
dispersed

1,383

support consultations
(in-person and virtual)



CONNECTION AND LEARNING

**In-person training
opportunities were
greatly expanded in
2022, including the
creation of monthly
Coffee Chats, a
chance for library
managers to connect,
and an in-person
webinar watch series.**



23 training
events held

406
attendees

10 Coffee
Chats



SUPPORTING OUR PATRONS



383

direct patron
interactions

**Chinook Arch lends
collections of books
and programming kits
to its member
libraries.**

**In 2022, the
blocks and kits
were circulated**

593 times

up from 218 in 2021.

Borrowing
increased by **387%**
at the
Waterton Micro-Library
one of Chinook Arch's
automated lending libraries.

ONLINE SERVICES



10%

increase in
website visits
from 2021

**Introduced two new digital
resources to the system's
eLibrary collection.**

Kanopy was
launched in August in
response to requests
for more video
streaming content.

Launched **Udemy**
eLearning platform.

Over **12,000** lectures
completed from April to
December.



audiobook
borrowing up **6%**

2022 HIGHLIGHTS



CELEBRATING 30 YEARS!

We know the true value of public libraries. That's why, since 1992, we have focused on raising the level of public library service in southwestern Alberta.



PUNCH JACKSON AWARD OF EXCELLENCE

The Library Association of Alberta recognized Chinook Arch for the delivery of the 3 year Digital Literacy Exchange Program.



VOIP TECHNOLOGY

7 libraries were added to this cost-saving system. Libraries are able to save up to \$190 per month.



RETURN TO IN-LIBRARY BROWSING

2022 saw a 57% increase to borrows directly from the library.



ALBERTA BLUE CROSS COVID COMMUNITY ROOTS GRANT

Thanks to a \$3,000 grant, 11 new programming kits were purchased for accessible and inclusive programming opportunities.



NATIONAL POST ARTICLE

A December National Post article "The Importance of Digital Literacy in a Digital World" featured Chinook Arch's 3 year Digital Literacy Exchange Program.



FOOT TRAFFIC

Monthly promotions ran in participating libraries to help boost traffic. They will continue into 2023.



CATALOGUING NUMBERS ON THE RISE

51,973 items were catalogued, the highest since 2020!

MINUTES

Town of Milk River Library Board Meeting

June 13, 2023 – 5:30pm

1. Call to Order: Rita (chair) called meeting to order at 5:29

2. Attendance: Rita Lodermeier, Darlene Fleming, Jodie Wehlage, Wendy Orsten, Peter Denmark (Library Manager), Anne Michaelis (Council Rep)

Absent: Lesley Oslanski, Ron Oswald, Scott Harvey

3. Approval of agenda: Motion – Jodie moved approval of agenda as presented. Carried

4. Approval of minutes from last meeting: Motion – Wendy moved to adopt minutes as presented. Carried

5. Treasurer's report: Motion – Darlene moved to accept reports as presented. Carried

6. Library Manager's report: Attached

- **ACTION** – Peter is going to talk to the Chinook Tech Presenter about possibility of running a Social Media class for parents to help guide their children in using social media.

7. Information Items

A. Grant for Skill Development in Rural Alberta

- Email was received April 4 informing us that we were not successful with our application

B. Operating Grant

- Application submitted May 9

C. Charities Registration

- Application was submitted in May

8. Old Business

A. Overdue Fine Policy Update

- **ACTION** - Peter will advertise that since fines are now gone patrons can return to the library without facing any fines.

B. Kid's Summer Library Program

- Will be offered 2 days a week during July; Tues and Thurs 1:30-3:00 with Marian helping

- A variety of games, crafts, stories and activities will be offered to children ages 6 and up.

- Flyers advertising this were sent to the school

C. Ag Society Rental Agreement

- Some changes were suggested to the Ag Board's proposed rental agreement document. We have not yet received back the edited version.

D. Board Member Approval

- **ACTION** – Peter and Anne will sort out the board member approval so that it can be submitted to PLSB

9. New Business

A. Flooring for the entrance area of the library

- Discussed moving forward with the replacement of the damaged flooring in the library, using our own funds.

- General consensus of those present is that we would like to pursue this.

- ACTION – Rita going to gather more information on costing and sourcing of flooring. Will also check with the Friends to see if they have any remaining funds which we could access for this.

B. Other

- Anne let Board know that the Town has hired a Grant Writer that will be available if community organizations need help with writing a grant

10. Correspondence: The deadline for applying for Excellence in Libraries Award was extended to July. We are not applying this year

10. Next Meeting: Tuesday September 12 @ 5:30

11. Adjournment: Rita moved we adjourn at 5:56



CHINOOK
ARCH
REGIONAL
LIBRARY SYSTEM

IMPACT REPORT 2022

CHINOOK ARCH SNAPSHOT

HELPING OUR
LIBRARIES DO **MORE**
FOR 30 YEARS!

Thanks to Chinook Arch,
member libraries can:

- offer more reading, listening, and watching choices to library users
- host more programs
- access more staff learning opportunities

30

staff members



35

service locations across
southwest Alberta



3 delivery
vans



Our vans made 4,008
delivery stops in 2022!

SUPPORTING OUR LIBRARIES

33

municipal
council visits



2022 marked the end of the
three year Fundamental
Digital Literacy Skills Program.
2022 saw:

34 classes offered

123 participant bags
distributed

149 wellness/youth
activity packs
dispersed

1,383



support consultations
(in-person and virtual)

CONNECTION AND LEARNING

In-person training
opportunities were
greatly expanded in
2022, including the
creation of monthly
Coffee Chats, a
chance for library
managers to connect,
and an in-person
webinar watch series.



23 training
events held

406

attendees



10 Coffee
Chats

SUPPORTING OUR PATRONS

383

direct patron
interactions



Chinook Arch lends
collections of books
and programming kits
to its member
libraries.

In 2022, the
blocks and kits
were circulated

593 times

up from 218 in 2021.

Borrowing
increased by **387%**
at the

Waterton Micro-Library
one of Chinook Arch's
automated lending libraries.

ONLINE SERVICES



10%

increase in
website visits
from 2021

Introduced two new digital
resources to the system's
eLibrary collection.

Kanopy was

launched in August in
response to requests
for more video
streaming content.

Udemy

Launched
eLearning platform.

Over **12,000** lectures
completed from April to
December.



audiobook
borrowing up **6%**

CELEBRATING 30 YEARS!

We know the true value of public libraries. That's why, since 1992, we have focused on raising the level of public library service in southwestern Alberta.



PUNCH JACKSON AWARD OF EXCELLENCE

The Library Association of Alberta recognized Chinook Arch for the delivery of the 3 year Digital Literacy Exchange Program.

VOIP TECHNOLOGY

7 libraries were added to this cost-saving system. Libraries are able to save up to \$190 per month.



FOOT TRAFFIC

Monthly promotions ran in participating libraries to help boost traffic. They will continue into 2023.



RETURN TO IN-LIBRARY BROWSING

2022 saw a 57% increase to borrows directly from the library.



CATALOGUING NUMBERS ON THE RISE

51,973 items were catalogued, the highest since 2020!



ALBERTA BLUE CROSS COVID COMMUNITY ROOTS GRANT

Thanks to a \$3,000 grant, 11 new programming kits were purchased for accessible and inclusive programming opportunities.



NATIONAL POST ARTICLE

A December National Post article "The Importance of Digital Literacy in a Digital World" featured Chinook Arch's 3 year Digital Literacy Exchange Program.



2022 HIGHLIGHTS

EXECUTIVE COMMITTEE MEETING MINUTES
May 11, 2023; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, May 11, 2023, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance

Executive Committee:

Gordon Wolstenholme, Chair
Don Anderberg, Vice Chair
David Cody
Christopher Northcott, Virtual
Jesse Potrie
Brad Schlossberger
Neil Sieben

Staff:

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant

Chair Wolstenholme called the meeting to order at 6:03 pm.

1. Approval of Agenda

Moved by: Don Anderberg

THAT the Executive Committee adopts the May 11, 2023 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: Jesse Potrie

THAT the Executive Committee approves the April 13, 2023 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Official Business

a. 2022 Annual Report - Draft

L. Kuiper presented the draft 2022 Annual Report to the Committee

The Committee discussed the report.

Moved by: Brad Schlossberger

THAT the Executive Committee approves the presentation of 2022 Annual Report to the Board of Directors on June 1, 2023 Annual General Meeting for approval, as presented.

CARRIED

b. Brownlee Planning and Development Law: Current Trends, Issues & Updates Webinar; May 17, 2023

L. Kuiper stated that staff have registered to participate in the Brownlee LLP Planning and Development Law: Current Trends, Issues & Updates webinar scheduled for May 17, 2023.

c. Subdivision Internal Database - Update

L. Kuiper stated that Administration has been working to digitize our subdivision records to develop an internal digital database. He stated that the objective of the internal database is to streamline searchability of our subdivision records and to mitigate risk management that is associated with historical records.

L. Kuiper noted that to date 12,236 records have been digitized, and that it is estimated that we are in possession of over 20,000 subdivision files.

d. June 1, 2023 Board of Directors Annual General Meeting and BBQ

L. Kuiper stated that in conjunction with the Annual General Meeting on June 1, 2023, a BBQ will be hosted prior to the start of the meeting.

R. Keer stated that the invitation will be distributed to the Board on Friday, May 12, 2023.

e. Summer Meeting Schedule

L. Kuiper stated that historically the Executive Committee only meets once through the summer months, and inquired if the Committee would like to cancel would of the summer meetings.

The Committee discussed the Regular Meetings schedule for 2023.

The Committee determined that the Regular Meeting scheduled for July 13, 2023 would be held and that the Regular Meeting of August 10, 2023 would be cancelled.

f. Vehicle Update

L. Kuiper stated that the third vehicle was ordered in December 2022, and that notice was received that it has gone to production on May 1, 2023. He stated that it is anticipated to be delivered in June 2023.

g. Subdivision Activity

- As of April 30, 2023

L. Kuiper presented the Subdivision Activity as of April 30, 2023 to the Committee.

Moved by: David Cody

THAT the Executive Committee accepts the Subdivision Activity as of April 30, 2023 for information purposes.

CARRIED

5. Accounts

a. Office Accounts

(i) Monthly Office Accounts

- March 2023

(ii) Payments and Credits

- February 2023

L. Kuiper presented the Monthly Office Accounts for March 2023 and the Payments and Credits for February 2023 to the Committee.

Moved by: Christopher Northcott

THAT the Executive Committee approves the Monthly Office Account for March 2023 and the Payments and Credits for February 2023, as presented.

CARRIED

b. Financial Statements

(i) Balance Sheet

- As of January 31, 2023 to March 31, 2023

(ii) Comparative Income Statement

- As of January 31, 2023 to March 31, 2023

(iii) Details of Account

- As of March 31, 2023

L. Kuiper presented the Balance Sheet, as of January 31, 2023 to March 31, 2023, the Comparative Income Statement, as of January 31, 2023 to March 31, 2023, and the Details of Account, as of March 31, 2023 to the Committee.

Moved by: Jesse Potrie

THAT the Executive Committee approves the Balance Sheet, as of January 31, 2023 to March 31, 2023, the Comparative Income Statement, as of January 31, 2023 to March 31, 2023, and the Details of Account, as of March 31, 2023.

CARRIED

6. New Business

There was no new business for discussion.

7. CAO's Report


L. Kuiper presented his CAO Report to the Committee.

8. Round Table Discussions

Committee members reported on various projects and activities in their respective municipalities.

9. Adjournment

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:05 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER

Request for Decision

Mayors Report

August 14, 2023



RECOMMENDATION

That the Mayors Report for August 14, 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. Chief Mountain Regional Solid Waste Services Commission Minutes
2. Riverside Community Golf Society Minutes

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
JUNE 14, 2023, AT THE TOWN OF MAGRATH.**

Members Present:

Brian Wickhorst – Village of Glenwood
Byrne Cook – Town of Magrath
Larry Liebelt – Town of Milk River
Gary Bikman – Village of Stirling
Allan Burton – Town of Cardston

Tanya Smith – Village of Coutts
Wayne Harris – Cardston County
Tyler Lindsay – Village of Warner (zoom)
Randy Taylor – County of Warner
Bryce Coppieters – Town of Raymond

Others Present:

Marian Carlson – SEO
Suzanne Pierson – Secretary/Treasurer

Lee Beazer – Operator

Commenced at 4:34 pm

Gary Bikman in the Chair.

AGENDA

ADDITION TO AGENDA

Allan Burton moved to add meeting time to the agenda. Carried

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

MINUTES

Allan Burton moved that the minutes of the May 24, 2023, regular board meeting be adopted as presented. Carried

BUSINESS ARISING FROM THE MINUTES

Brian Wickhorst looked at the Raymond Transfer Station and was wondering if the doors could be adjusted to a smaller height. The Operator said the doors must be at least 16 feet tall. Brian suggested a door that could be rolled up and down made of fabric or plastic material. The Operator will meet with the Town of Raymond and discuss options to help keep waste better contained.

The board discussed the penalty on the Town of Raymond's requisition fee.

23-08 Larry Liebelt moved to have the penalty stand on the late requisition payment from the Town of Raymond. Carried

NEW BUSINESS

The SEO presented the progress report for the strategic planning. The SEO has meet with eight municipalities regarding the plan. There has been a lot of questions regarding recycling and how the board is structured. The SEO will meet with the rest of the municipalities by the middle of July.

Randy Taylor moved to approve the SEO's report.

Carried

The Operator reported that 948.734 tonnes of waste were delivered to the Landfill in May 2023, making the year-to-date total 3,954.109 tonnes.

The Operator advised that the driver of the 2012 Peterbilt was worried about how the truck was shifting. The truck has been serviced, and coolant was found in the transmission oil. The transmission cooler had failed.

The Operator reported that the bobcat push plate and quick attach has been bent on one of the bobcats and the repairs will be approximately 7,000.

Wayne Harris moved to approve the Operator's report.

Carried

The Chairman would like the SEO to look at increasing the 10,000 tonnes as per population increase within the Commission. Have an MLA discuss the possibility with the Alberta Government. The SEO will investigate becoming an approved facility and bring a report back to the board.

Financial Statement

The Financial Statement for May 31, 2023 was reviewed.

Bryce Coppieters moved to accept May 31, 2023, Financial Statement.

Carried

Approval of Bills

Bills for the month of May 2023 were reviewed.

Tanya Smith moved to approve the bills for May 2023.

Carried

Allan Burton requested that the board meetings be changed to 5 or 5:30 p.m.

23-09 Allan Burton moved to have the board meetings start at 5:00 p.m.

Carried

ADJOURNMENT

Bryce Coppieters moved the meeting adjourned.

Adjournment at 5:32 p.m.

The Next Commission board meeting is scheduled for Wednesday, July 12, 2023, at 5:00 p.m. in the Town of Magrath.


Chairman

Riverside Community Golf Meeting 2023

- Meeting called to order August 7 @ 7:01 pm
- Attendance- Larry, Doug, Lee, Beth, John, Lance, Rick F, and Kristin
- Minutes read by Kristin, Beth moves to accept the minutes as information-carried
- Treasurer's Report read by John. Lee moves to accept the Treasures report as info. -carried

Old Business

- Derrick gave us a campground update – weekends have been busy, everything seems to be going well. Reservations by email only is going smoothly. Reservation computer program is functioning, they are starting to use it.
- Greenskeeper Update – hired another student. Going well.
- Restaurant Update- Kristin mentioned getting a few people to help with the tournaments that have helped in the past.
- Visitor Centre Update – Irrigation system hasn't been working. Larry was watering manually; he has since got the new controller installed.
- Storm Damage – Doug, along with a group of volunteers came out the next day to tidy up broken branches. The tree on hole one is cut down. The town brought us a trailer to load, they unloaded it as needed.
- Back flush pump- it's all hooked up and working. Needs a primer pump.
- Insurance Claim- ongoing
- Lock storage building- ongoing
- Campground Internet – wait to hear from Layne
- 2022 Filing – update, we are good there.
- Rough Mower- Lee Berringer found the electrical short and donated his time/parts.
- We've received a load of topsoil
- Old website has been taken down.
- Cart storage- Lee spoke with rainbow concrete about using his yard, we will have to talk with him more.

New Business

- Cart Rental deal – look into that for next year.

AED monthly testing

Next meeting Monday, Sept 4, 2023 @ 7pm @ clubhouse.

Motion to adjourn by - Carried.