

**TOWN OF CALMAR REGULAR COUNCIL MEETING TO BE HELD
VIRTUALLY ON JUNE 06, 2022, COMMENCING
AT 7:00 PM
GoToMeeting
Public Access Code: 211-016-493**

AGENDA

<u>CODE</u>	<u>ITEM</u>	<u>SOURCE</u>
1.	Call to Order	
2.	Adoption of Agenda	
3.	Public Hearings – None	
4.	Delegations	
	a)	Andrew Boitchenko – UCP Candidate for Drayton Valley – Devon (in person)
	b)	Leduc Regional Housing Foundation – Margot Hagarty, 2021 Annual Report
5.	Adoption of Minutes	
	a)	Regular Council Meeting – May 02, 2022
	b)	Special Council Meeting – May 04, 2022
	c)	Committee of the Whole Meeting – May 09, 2022
	d)	Special Council Meeting – May 24, 2022
	e)	Special Council Meeting – May 30, 2022
6.	Unfinished Business – None	
7.	Bylaws or Policies	
8.	New Business	
	a)	Calmar Public Library RFD - Request to Participate in the Benefits Package
	b)	CDC Thomas RFD – Food Truck for Calmar Days
	c)	CDC Thomas RFD – Community Services Master Plan
	d)	CDC Thomas RFD – Seniors’ Week Declaration
	e)	CDC Thomas RFD – Pride Month Proclamation
	f)	DPW Melesko – Thomas Creek Tax Reduction Request
	g)	DPW Melesko RFD - Park Bench Placement
9.	Financial - None	
10.	Department Reports – None	
11.	Council and Committee Reports	
	a)	Mayor Carnahan
	b)	Councillor Gardner – not included
	c)	Councillor Faulkner
	d)	Councillor McKeag Reber
	e)	Councillor Benson
12.	Action Items	
	a)	Resolution Register as of May 31 st , 2022
13.	Correspondence	
	a)	Calmar Public Library – A Year in Review
	b)	Calmar Public Library – March 2022 Board Minutes
	c)	Town of Coaldale, Town of Redcliff, Town of Bon Accord, Town of Tofield – Increasing Utility Fees
	d)	Town of Mundare, Town of Tofield – Alberta Provincial Police Force
	e)	Complaint Regarding in Town Portions of Hwy 795 & Hwy 39
	f)	CRSWSC Regular Meeting Minutes – May 19, 2022, Draft Minutes
	g)	Leduc Regional Housing Foundation Board Meeting Minutes & Finances – May 2022
14.	Clarification of Agenda Business – (Open mic)	
15.	Closed Session	
	a)	Personnel - (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act).
16.	Adjournment	



LEDUC REGIONAL HOUSING FOUNDATION 2021 ANNUAL REPORT

OUR VISION

Every individual and family in our region lives in comfortable, safe and affordable housing.

Message from the Executive Director



2021 has been a busy and remarkable year at Leduc Regional Housing Foundation. Some of our highlights include:

- As we continued to navigate the uncertainty of the Covid-19 pandemic and the necessary public health restrictions, our amazing staff rose to every challenge. We are grateful for their resilience and innovation in finding new and innovative ways to make our residents and tenants feel safe, connected and special - making a difference every day! Thank you to all our staff for your hard work keeping the residents, tenants and each other safe from Covid-19!
- The 2021 - 2025 Strategic Plan was developed including the introduction of refreshed [Vision](#), [Mission and Values](#) and four (4) [strategic priorities](#):
 - Branding / Building Awareness
 - Partnerships and Collaboration
 - Infrastructure, Inventory and Growth
 - Financial Opportunities
- Efforts continued in the search for opportunities to grow affordable housing solutions within our region. In preparation for this growth the demolition of the Leduc Old Fire Hall was completed.
- Collaborative work continued with key partners within our region through the Municipal Conversation V which brought together several presenters to share creative housing solutions that worked within their specific regions.
- Connections between our programs and our internal communities were strengthened through having our seniors living in the Supportive Living Program knitting/crocheting mitts, hats, and scarves for the children living in our Affordable Housing Communities.
- A central [volunteer program](#) has been developed to enrich our communities.

We are looking forward to the opportunities and growth that 2022 will bring.

Margot Hagarty BA, BComm
Executive Director

For more information on our [Strategic Priorities](#) or to find out more about our [Board of Directors](#) visit www.leducregionalhousing.ca

OUR MEMBERS



“We make a difference everyday.”



LEDUC REGIONAL HOUSING FOUNDATION 2021 ANNUAL REPORT

OUR MISSION

Through partnerships and programs, we support communities by providing quality housing solutions and services to individuals and families.

OUR VALUES

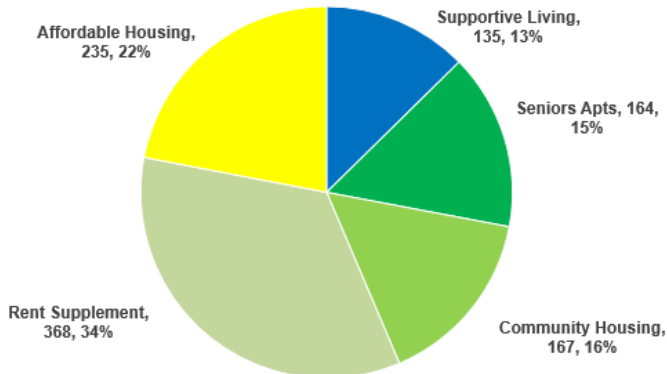
Professional Accountability * Diversity, Equity and Inclusion * Collaboration * Empathy
Innovation * Engagement

# of People Served	1069 (increase of 5% from 2020)		
Who We Served	Seniors	365	34%
	Adults	415	39%
	Children	289	27%
# of People Served by Program	Seniors Lodge	135	13%
	Seniors Apartments	164	15%
	Community Housing	167	16%
	Affordable Housing	235	22%
	Rent Supplement	368	34%

Employee Average Age
2021 = 47.7
2020 = 49.7

Employee Average Years of Service
2021 = 6.8
2020 = 7.0

Leduc Regional Housing Foundation
1069 People Served @ December 31, 2021



	Current Balance
ASSETS	
Current Assets	\$ 8,359,296
Long-Term Assets	\$ 27,226,244
Total Assets	\$ 35,585,540
LIABILITIES & EQUITY	
Current Liabilities	\$ 1,799,156
Long-Term Liabilities	\$ 17,510,868
Total Liabilities	\$ 19,310,024
EQUITY	
Accumulated Surplus	\$ -
Reserves	\$ 6,952,336
Equity in Fixed Assets	\$ 9,323,180
Total Equity	\$ 16,275,516
Total Liabilities & Equity	\$ 35,585,540

OUR PARTNERS



For more information on Leduc Regional Housing Foundation contact us at
5118 – 50 Avenue, Leduc, AB T9E 6V4 P: 780.986.2814 F: 780.986.4881

www.leducregionalhousing.ca

Follow us on [Facebook](#), [Twitter](#) and [Instagram](#)

Registered Charity: RR0001 13029 5561

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY MAY 02, 2022**

Access Code: 211-016-493

1. **CALL TO ORDER:** Mayor Carnahan called the Regular Council Meeting of May 02, 2022, to order at the hour of 7:00 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, McKeag Reber, Benson, Acting CAO Anderson,

2. **ADOPTION OF AGENDA:**

Moved by Councillor McKeag Reber that the agenda is hereby adopted as amended.

**CARRIED
R-22-05-0222**

3. **PUBLIC HEARINGS:** None

4. **DELEGATIONS:** None

5. **ADOPTION OF MINUTES:**

- a) **Regular Council Meeting** – April 19, 2022

Moved by Councillor Faulkner that the minutes of the Regular Council Meeting of April 19, 2022, are hereby approved as presented.

**CARRIED
R-22-05-0223**

- b) **Special Council Meeting** – April 26, 2022

Moved by Councillor Benson that the minutes of the Special Council Meeting of April 26, 2022, are hereby approved as presented.

**CARRIED
R-22-05-0224**

6. **UNFINISHED BUSINESS:**

- a) **Council Remuneration Policy**

Moved by Councillor Gardner that Council pass a motion to adopt Policy #2022-027, Council Remuneration, as amended.

**CARRIED
R-22-05-0225**

7. **BYLAWS or POLICIES:**

- a) Policy #2022-099 Improved Residential Tax Rebate Policy

Moved by Councillor McKeag Reber that Council pass a motion to send Policy #2022-099, Improved Residential Tax Rebate Policy back to administration for more information.

**CARRIED
R-22-05-0226**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY MAY 02, 2022**

Access Code: 211-016-493

8. NEW BUSINESS:

- a) CDC Thomas RFD – 2022 Summer Get-Away Rates

Moved by Councillor Gardner that Council pass a motion to refer the Calmar Summer Getaway fees back to administration for more information.

**CARRIED
R-22-05-0227**

- b) Acting CAO Anderson RFD – Appointment of Officials to a Regional ARB

Moved by Councillor Faulkner that Council pass a motion to appoint the following as the Town of Calmar ARB officials for 2022:

ARB Chairman -	Raymond Ralph
Certified ARB Clerk -	Gerryl Amarin
Certified Panelists -	Darlene Chartrand
	Tina Groszko
	Stewart Hennig
	Richard Knowles
	Raymond Ralph

**CARRIED
R-22-05-0228**

- c) CDC Thomas RFD – Land Acknowledgement

Moved by Councillor Benson that Council pass a motion to include the raising of the Treaty Six flag during the May 18th Land Acknowledgement ceremony.

**CARRIED
R-22-05-0229**

- d) Acting CAO Anderson – 2022 Economic Development Week

Moved by Councillor McKeag Reber that Council pass a motion recognize May 09 – 13, 2022 as Economic Development Week with the Mayor providing a recording of the proclamation to be posted on social media.

**CARRIED
R-22-05-0230**

9. FINANCIAL: None

10. DEPARTMENT REPORTS: None

11. COUNCIL AND COMMITTEE REPORTS:

- a) Mayor Carnahan
- b) Councillor Gardner
- c) Councillor Faulkner
- d) Councillor Benson
- e) Councillor McKeag Reber

Moved by Councillor Faulkner that the Council Reports are hereby accepted as information.

**CARRIED
R-22-05-0231**

12. ACTION ITEM: None

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY MAY 02, 2022**

Access Code: 211-016-493

13. CORRESPONDENCE:

- a) FCSS Programs
- b) Fortis 2021 Franchise Presentation
- c) Black Gold Board Highlights – April 2022

Moved by Mayor Carnahan that the correspondence is hereby accepted as information.

**CARRIED
R-22-05-0232**

14. CLARIFICATION OF AGENDA BUSINESS – (Open mic)

15. CLOSED SESSION:

- a) Personnel - (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act).

Moved by Councillor McKeag Reber that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 8:21 pm.

**CARRIED
R-22-05-0233**

**Recess @8:21
Reconvene @ 8:28**

Acting CAO Anderson remained in the virtual meeting for the closed session.

Moved by Mayor Carnahan that the Regular Council Meeting reconvene from Closed Session at this time being 8:55 pm.

**CARRIED
R-22-05-0234**

16. ADJOURNMENT:

The Regular Council Meeting adjourned at 8:57 pm.

These minutes signed this 6th day of June 2022.

Mayor Carnahan

CAO Losier

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON MAY 04, 2022
COMMENCING AT 7:00 PM
GoToMeeting
Public Access Code: 738-393-413**

1. **CALL TO ORDER:** Mayor Carnahan called the Special Meeting of Council of May 04, 2022, to order at the hour of 7:02 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, Benson, and Acting CAO Anderson

ABSENT WITH REGRETS: Councillor McKeag Reber

2. **ADOPTION OF AGENDA:**

Moved by Councillor Benson that the agenda is hereby adopted as amended.

**CARRIED
R-22-05-0235**

3. **BYLAW OR POLICIES**

- a) Bylaw #2022-016 Mill Rate Bylaw

Moved by Councillor Faulkner that Bylaw #2022-16, Mill Rate Bylaw, is hereby given first reading.

**CARRIED
R-22-05-0236**

Moved by Councillor Benson that Bylaw #2022-16, Mill Rate Bylaw, is hereby given second reading.

**CARRIED
R-22-05-0237**

Moved by Councillor Gardner that permission is hereby granted for the presentation of Bylaw #2022-16, Mill Rate Bylaw, for all three readings at this meeting.

**CARRIED UNANIMOUSLY
R-22-05-0238**

Moved by Mayor Carnahan that Bylaw #2022-16, Mill Rate Bylaw is hereby given third reading.

**CARRIED
R-22-05-0239**

- b) Policy #2022-099 Improved Residential Tax Rebate Policy

Moved by Councillor Faulkner that Policy #2022-099, Improved Residential Tax Rebate Policy, is hereby accepted as information.

**CARRIED
R-22-05-0240**

Moved by Councillor Benson that Councillors Faulkner, Gardner & McKeag Reber are appointed as representatives to Municipal Conversation hosted by Leduc Regional Housing Foundation

**CARRIED
R-22-05-0241**

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON MAY 04, 2022
COMMENCING AT 7:00 PM
GoToMeeting
Public Access Code: 738-393-413**

5. ADJOURNMENT:

The Special Council Meeting adjourned at 7:36 pm.

These minutes signed this 6th day of June 2022.

Mayor Carnahan

CAO Losier

Un-Approved Minutes

**TOWN OF CALMAR COMMITTEE OF THE WHOLE MEETING TO BE HELD
VIRTUALLY ON MONDAY May 9, 2022**

Access Code: 883-358-981

- 1. CALL TO ORDER:** Mayor Carnahan called the Committee of the Whole Meeting of May 9, 2022, to order at the hour of 7:01 pm.

PRESENT: Mayor Carnahan, Councillors Benson, Gardner, Faulkner and McKeag Reber and Acting CAO Anderson

- 2. ADOPTION OF AGENDA:**

Moved by Councillor McKeag Reber that the agenda is hereby adopted as presented.

**CARRIED
CR-22-05-0242**

- 3. DELEGATIONS: None**

- 4. UNFINISHED BUSINESS:**

- a) Parades Schedule

Moved by Councillor Faulkner for Councillor(s) to attend parades as follows with compensation and mileage (excluding Calmar Days and Santa Clause Parade) @ the 3 hour rate.

May 21st Thorsby - Don, Carey
May 28th St. Albert – Sean, Don
June 4th City of Leduc – Carey, Sean
June 11th Devon – Krista, Jaime.
June 25th Warburg – Sean, Krista
July 1st Breton – Jaime, Don
November Leduc – Jaime, Sean

**CARRIED
CR-22-05-0243**

- b) Market Attendance

Moved by Councillor Benson for Councillor(s) to attend the Market on Main as follows:

May 13 – Carey, Don, Jaime
May 20 – Jaime, Don
May 27 – Sean, Don
June 3 – Sean, Carey
June 10 – Jaime, Don
June 17 – Jaime, Sean
June 24 – Carey, Krista

**CARRIED
CR-22-05-00244**

- 5. BYLAWS or POLICIES:**

- a) Acting CAO Anderson RFD – Bylaw #2021-08 – Procedural Bylaw

Moved by Mayor Carnahan to bring back Bylaw #2021-08 – Procedural Bylaw to the next Committee of the Whole meeting of Council.

**CARRIED
CR-22-05-0245**

- b) Acting CAO Anderson RFD – Bylaw #2022-17 – Committee of the Whole Bylaw

Moved by Councillor Gardner to bring back Bylaw #2022-17 – Committee of the Whole Bylaw to a future meeting of Council.

**CARRIED
CR-22-05-0246**

**TOWN OF CALMAR COMMITTEE OF THE WHOLE MEETING TO BE HELD
VIRTUALLY ON MONDAY May 9, 2022**

Access Code: 883-358-981

- c) Acting CAO Anderson RFD – Bylaw #2018-19 – Smoking Bylaw

Moved by Councillor Benson to accept Bylaw #2018-19 – Smoking Bylaw as information.

**CARRIED
CR-22-05-0247**

- d) CSC Thomas RFD – Bylaw #2018-27 – Amendment Summer Get-away Fees

Moved by Councillor McKeag Reber that Council pass a motion to approve the amendment to the fee schedule of Bylaw No. 2018-27 as amended and furthermore proceed to promote the program prior to the next Regular Meeting of Council where official adoption will occur.

New Summer Get-away program Registration fees (6-week program) would be as follows:

- \$150 per week for local residents or \$250 for non-local residents.
- Register for the entire program & field trips for just \$850 (save \$50) for local residents and \$1,450 for non-local residents (save \$50).

**CARRIED
CR-22-05-0248**

**Recess @ 8:29
Reconvene @ 8:36**

6. NEW BUSINESS:

- a) Breton Council Meeting May 11th or June 8th – CPO Presentation (Verbal)

Moved by Councillor Benson that Officer Leggio proceeds with the presentation requested hosted in Calmar inviting all the 39/20 members and furthermore advise Council of any interest in participating in the program on a cost share basis.

**CARRIED
CR-22-05-0249**

- b) May 16, 2022 Regular Meeting of Council (Cancellation) (Verbal)

Moved by Councillor Gardner that the May 16th, 2022 Regular Meeting of Council be Cancelled and advertised accordingly.

**CARRIED
CR-22-05-0250**

- c) May 30, 2022 Special Council Meeting (Swear in CAO Sylvain Losier) (Verbal)

Moved by Councillor Faulkner that a Special Meeting of Council be organized for May 30th @ 7:00 pm and advertised accordingly.

**CARRIED
CR-22-05-0251**

7. CLOSED SESSION: None

8. ADJOURNMENT:

The Committee of the Whole Meeting adjourned at 9:14 pm.

These minutes signed this 6th day of June 2022.

Mayor Carnahan

CAO Losier

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON MAY 24, 2022
COMMENCING AT 7:00 PM
GoToMeeting
Public Access Code: 738-393-413**

1. **CALL TO ORDER:** Mayor Carnahan called the Special Meeting of Council of May 24, 2022, to order at the hour of 7:02 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, Benson, and Acting CAO Melesko

ABSENT WITH REGRETS: Councillor McKeag Reber

2. **ADOPTION OF AGENDA:**

Moved by Councillor Benson that the agenda is hereby adopted as presented.

**CARRIED
R-22-05-0252**

3. **BYLAW OR POLICIES – None**

4. **NEW BUSINESS**

- a) Acting CAO Melesko RFD – Off Leash Dog Park

Moved by Councillor Faulkner that Council pass a motion to instruct Administration to complete the Off Leash Dog Park as proposed utilizing funds transferred from Operating Contingency Reserve unless can be located in the Operating Budget.

**CARRIED
R-22-05-0253**

- b) Acting CAO Melesko RFD – 2022 Capital Budget

Moved by Councillor Gardner that Council pass a motion to amend the 2022 approved Capital Budget expenditure in the amount of \$598,000 to the following projects. Amounts to be funded from 2022 MSI Capital Grant and 2022 CCBF and CCBF carry forward grant funds are as below. This is contingent on submission of application and approval.

Projects to be funded:

52 Street	\$175,000
Alley	\$96,000
51 Street	\$301,000
Security Cameras Town Office	\$27,000
Library Rear Door locks	\$6,970
Floor Scrubber	\$26,000
Total Funding Utilized	\$631,970

**CARRIED
R-22-05-0254**

- c) Acting CAO Melesko RFD – Canadian Fibre Project

Moved by Councillor Faulkner that Council pass a motion to instruct Administration to further investigate where Canadian Fibre Optics is with our letter of intent and request further information from Administration to be brought back to a future meeting of Council.

**CARRIED
R-22-05-0255**

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON MAY 24, 2022
COMMENCING AT 7:00 PM
GoToMeeting
Public Access Code: 738-393-413**

d) Acting CAO Melesko RFD – Alberta Municipalities Power +

Moved by Mayor Carnahan that Council pass a motion to instruct Administration to submit a “expression of interest” letter to Alberta Municipalities to allow them to review our consumption and determine the advantages/disadvantages of the Power + Program.

**CARRIED
R-22-05-0256**

e) Acting CAO Melesko RFD – Unfussy Contract (discussion only)

Moved by Councillor Benson that Council pass a motion to bring the Unfussy contract back to the next Committee of the Whole meeting for further discussion. And for Acting CAO Melesko to inform Unfussy to not undertake any further work outside of social media and website management.

**CARRIED
R-22-05-0257**

Recess @ 8:20
Reconvene @ 8:25

5. CLOSED SESSION

a) Personnel - (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act).

Moved by Councillor Gardner that the Special Meeting of Council temporarily adjourn, and Council sit in Closed Session at this time being 8:26 pm.

**CARRIED
R-22-05-0258**

Moved by Councillor Faulkner that the Special Meeting of Council reconvene from Closed Session at this time being 8:42 pm.

**CARRIED
R-22-05-0259**

Moved by Mayor Carnahan that Council pass a motion to instruct Administration to get legal advice as to the requirement to pay as per the HR Policy and employment contract.

**CARRIED
R-22-05-0260**

6. ADJOURNMENT:

The Special Council Meeting adjourned at 8:49 pm.

These minutes signed this 6th day of June 2022.

Mayor Carnahan

CAO Losier

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON MAY 30, 2022
COMMENCING AT 7:00 PM
GoToMeeting
Public Access Code: 738-393-413**

1. **CALL TO ORDER:** Mayor Carnahan called the Special Meeting of Council of May 30, 2022, to order at the hour of 7:10 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, Benson, McKeag Reber
Acting CAO Melesko, Sylvain Losier

2. **ADOPTION OF AGENDA:**

Add discussion related to Business licencing

Moved by Councillor Faulkner that the agenda is hereby adopted as amended.

**CARRIED
R-22-05-0261**

3. **BYLAW OR POLICIES**

- a) Bylaw #2022-07 Chief Administrative Officer Bylaw (Information)
- b) Policy #2019-07 Designated Officers Bylaw (Information)

4. **NEW BUSINESS**

- a) Business Licencing

Moved by Mayor Carnahan that Council pass a motion to waive the penalty fee for Strano Food Truck for the year 2022. Any further requests for the waiver of business license penalties need to be made through application to Council for discussion and consideration.

**CARRIED
R-22-05-0262**

- b) CAO Appointment

Moved by Councillor McKeag Reber that Council pass a motion to appoint Sylvain Losier as Chief Administrative Officer for the Town of Calmar, effective May 30th, 2022.

**CARRIED
R-22-05-0263**

5. **ADJOURNMENT:**

The Special Council Meeting adjourned at 7:40 pm.

These minutes signed this 6th day of June 2022.

Mayor Carnahan

CAO Losier

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	May 16, 2022
Originated By:	Library Director Parkinson
Title:	Join Town of Calmar Employee Benefit Package
Approved By:	
Agenda Item Number:	

BACKGROUND/PROPOSAL:

Currently the staff at the Town of Calmar Library do not have company benefits.

Recognizing that benefits are a valuable tool in maintaining better work morale, boosting employee productivity, and maintaining employee retention, the Library Board has approved obtaining this asset for those employees who qualify.

The Library has looked at obtaining benefits independent of the Town but in a recent Library Board meeting, Councillor McKeag – Reber, and Councillor Benson suggested the Library Board request that the Library staff be added to the already existing Town of Calmar benefit package.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Benefits that this joint venture would contribute to:

- easier administration duties, as the benefits would be under the existing company instead of having to deal with 2 separate companies.
- by joining a larger organization, the fees for the Library could be lower than if they went on their own.
- Collaboration could help with the overall operational budget of the Library.

It is common practice in communities throughout Alberta. From larger centers such as Devon, Stoney Plain, Leduc, to smaller communities such as Lac La Biche and Rimbey.

COSTS/SOURCE OF FUNDING (if applicable)

Cost would come out of the Town of Calmar Library Board operational budget.

RECOMMENDED ACTION:

OPTION 1

Council pass a motion to accept the Town of Calmar Library Board’s request to join the Town of Calmar’s benefit group.



OPTION 2

Council pass a motion to not approve the Town of Calmar Library Board's request to join the Town of Calmar's benefit group.

OPTION 3

Council pass a motion to refer the mater back to the Library Board for further information.

RECOMMENDED ACTION:

Council pass a motion to accept the Library Board's request to join the Town of Calmar Employee Benefit package at the expense of the Library Board Operational Budget.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	June 06, 2022
Originated By:	CDC Thomas
Title:	Food Trucks for Calmar Days 2022
Approved By:	CAO Losier
Agenda Item Number:	8 B

BACKGROUND/PROPOSAL:

The Calmar Recreation Board has identified food trucks as a potential resource for the upcoming Calmar Day events. Given the level of planning involved in this event the potential to invite food trucks creates an alternative food option that alleviates some planning efforts on the part of volunteers and Administration. In addition, food trucks are key to creating a more festival/fair-like environment.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

In discussion with many food trucks Administration has found that for many, paying \$100 - \$150 for a business licence for one day or even just a weekend is not an attractive proposal. For the Mega Market it is known that some of the vendors are businesses but because of the event, they are not required to secure business licences. Administration would like to see the business licence requirement waived for the 2022 Calmar Days for food trucks to incentivize them to attend the event.

Option 1 – Council pass a motion to waive business licence requirements for food trucks from August 19 – August 21 2022.

Option 2 - Council to pass a motion to refer this back to administration for more review or revision.

Option 3 - Council to pass a motion to accept this as information.

COSTS/SOURCE OF FUNDING (if applicable)

NA

RECOMMENDED ACTION:

Council pass a motion to waive business licence requirements for food trucks from August 19 – August 21 2022.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	June 06, 2022
Originated By:	CDC Thomas
Title:	Community Services Master Plan
Approved By:	CAO Losier
Agenda Item Number:	8 C

BACKGROUND/PROPOSAL:

As Family and Community Support Service providers we are required to provide, “locally driven preventive social initiatives to enhance the well-being of individuals, families, and communities” which can include:

- “ a. Services to assist communities to identify their social needs and develop responses to meet those needs, including:
 - iii. developing comprehensive social community plans and initiatives,
 - iv. environmental scans, service reviews, strategic planning, program planning,”

To this end administration has pursued a Request for Proposal process to create a Community Services Master Plan(CSMP). This plan and subsequent steering committee has garnered holistic proposals which include the following:

- Community Engagement
- Housing needs assessment & plan
- Social well-being strategy plan
- 5 year plan for integration of social, recreation, and economic planning

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This process has been delayed and as a result administration would like clarification on Councils’ intention for this process.

Option 1 – Council pass a motion to request the CSMP Committee forward their vendor recommendations to council for decision.

Option 2 - Council to pass a motion to refer this back to administration for a renewed call for proposals in 2023.

Option 3 - Council to pass a motion recommending administration cease the CSMP process.

COSTS/SOURCE OF FUNDING (if applicable)

NA

RECOMMENDED ACTION:

Council pass a motion to request the CSMP Committee forward their vendor recommendations to council for decision.

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	June 06, 2022
Originated By:	CDC Thomas
Title:	Seniors Week 2022 Community Declaration
Approved By:	CAO Losier
Agenda Item Number:	8 D

BACKGROUND/PROPOSAL:

As Family and Community Support Services providers, administration recognizes older adult community members during Seniors week. This includes creating opportunities for increased community awareness of the impact seniors make in our community.

Seniors' Week 2022 is June 6 to 12, this is a time to honour and recognize seniors for their many contributions to Calmar.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

In partnership with The Honourable Josephine Pon, Minister of Seniors and Housing, Calmar can continue to illustrate our commitment to supporting our senior community members through a community declaration.

Option 1 – Council pass a motion to declare June 6th – 12th, 2022 as Seniors' Week in The Town of Calmar

Option 2 - Council to pass a motion to refer this request back to Administration for further information.

Option 3 - Council to accept administrations recommendation as information.

COSTS/SOURCE OF FUNDING (if applicable)

NA

RECOMMENDED ACTION:

Council pass a motion to declare June 6th – 12th, 2022 as Seniors' Week in The Town of Calmar



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 6 – 12, 2022 to be Seniors' Week in

Community

Official Title

Official Signature

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

The Honourable Josephine Pon, Minister of Seniors and Housing

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 06, 2022
Originated By:	CDC Thomas
Title:	Pride Month Proclamation
Approved By:	CAO Losier
Agenda Item Number:	8 E

BACKGROUND/PROPOSAL:

The Town of Calmar is guided by the following principle for service delivery in our community: “Ensure inclusion and accessibility in all programs, facilities, and services.(p 92, Calmar Recreation Master Plan, 2020)”

The Town of Calmar as a Family & Community Support Services provider is encouraged to create a sense of belonging in our community for all members as part of our commitment to the social wellbeing of individuals and communities (p 8, FCSS Outcomes Model and #PM5, Measures Bank Individuals, Families, Community with Provincial Priority Measures).

Administration has received community interest in seeing Municipal leadership in the fostering of an inclusive community through support for our Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual (LGBTQIA+) community members during Pride Month.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration recommends the following:

1. That the 2nd week of June be proclaimed as Pride Week in Calmar annually;
2. That the Rainbow flag be raised in council chambers on the first business day of the second week of June annually, with the flags remaining raised for the balance of Pride Week; and
3. That the proclamation be posted on the City’s website.

Option 1 – Council pass a motion for Mayor Carnahan to sign the Pride Week Proclamation, recognizing the 2nd week of June be proclaimed as Pride Week in Calmar annually, to raise the pride flag as presented, and to post the proclamation on the Town’s website.

Option 2 – Council pass a motion to accept this as information.

Option 2 – Council pass a motion to refer this back to administration for review or revision.

COSTS/SOURCE OF FUNDING (if applicable)

The cost of the flag pole and shipping to be accounted for in GL# 2-51-00-221 within the approved 2022 budget allocations.

RECOMMENDED ACTION:

Council pass a motion for Mayor Carnahan to sign the Pride Week Proclamation, recognizing the 2nd week of June be proclaimed as Pride Week in Calmar annually, to raise the pride flag as presented, and to post the proclamation on the Town's website.

**Pride Month Calmar
Mayoral Proclamation**

WHEREAS, the *Canadian Charter of Rights and Freedoms* recognizes that no discrimination on the basis of sexual orientation shall be made;

WHEREAS, Calmar recognizes the contributions that Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual (LGBTQIA+) peoples and their families make to our society and reaffirm our commitment to promoting full equality for every resident of our great Town;

WHEREAS, this marks the inaugural annual raising of the Rainbow Pride flag in the Town of Calmar in a show of solidarity to the LGBTQIA+ community and allies; and,

WHEREAS, Pride Week brings visibility to the region's community in order to illuminate and celebrate human diversity, captivate the public, inspire, and foster harmony and acceptance;

THEREFORE, on behalf of Council, I, Mayor Sean Carnahan, do hereby recognize annually, the Second Week of June, as Pride Week in Calmar, Alberta.

Mayor Sean Carnahan





Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	June 6, 2022
Originated By:	Acting CAO Melesko
Title:	Thomas Creek Tax Reduction Request
Approved By:	CAO Losier
Agenda Item Number:	8 F

BACKGROUND/PROPOSAL:

I received a letter of complaint in regard to a tax increase caused by the Minimum Tax Levy.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The property of concern is a strip of land approx. 60ft X 2600ft which runs parallel with the railway tracks along the south property line of the Thomas Creek Land. The strip of land I believe was originally intended for the railroad, but the rail line was built further south, so the land reverted back to the farm. When the remainder of the farm was sold to Patrick Shaver and is now know as Thomas Creek Developments, the original owner, the Thomas family kept the strip along the tracks with hopes of maybe selling it later as Thomas Creek developed. As Thomas Creek has not developed yet therefore the vacant land has remained farmland. The property is accessible only by driving across the Thomas Creek property. The land is assessed at \$1,000.00, and the taxes have been approximately \$19.28/year. With the minimum tax levy, the taxes have increased to \$502.75/year.

This increase has caused Mr. Rick Thomas to write the letter of displeasure stating this increase is not warranted and will cause financial hardship for his family. Mr. Thomas is asking council for a reduction in has taxes and would like them to revert back to the previous years.

COSTS/SOURCE OF FUNDING (if applicable)

2021 – Taxes - \$19.28
2022 – Taxes - \$502.75



RECOMMENDED ACTION:

Council makes a motion to advise administration to decline this request, and to notify Mr. Thomas accordingly.

Town of Calmar
4901 50 Ave,
Calmar, AB
T0C 0V0

Delivered via Email

May 24, 2022

Re: 2022 Taxes, Roll #0626, Customer Reference #Thom006

Dear Mayor, Council and Administration,

I am writing this letter on behalf of Thomas Six Properties which I am a shareholder, along with my 4 sisters, most of which live outside the province. We own a small property on the Southwest side of the Town which is approximately 3.99 acres in size located on the SW 25-49-27-W4. The taxes on this property had been under \$20.00 for the past 10 years as the property is assessed at less than \$1000, however with the Town approving a Minimum Tax Levy the tax invoice for 2022 is \$502.75, which equates to a **2,678% tax increase**. Further our property has no services whatsoever (no water, sewer or even streetlights) and does not even have any physical access by means of a road. The only access available is by walking along the railroad tracks.

The Town's approval of a minimum tax levy has placed this property in a state of flux. We cannot afford the current taxes as after 2 years of tax payment we would surpass the assessed value and lose money if we attempt to retain this part of **our inheritance**. The increased taxes make this property un-saleable as well. Our only option is not to pay the taxes and allow the Town to take control of this property, which I suspect is not what the Town was attempting to accomplish by introducing a Minimum Tax Levy.

I hope you understand our position on the Minimum Tax Levy and how this has created a huge concern for my family. We plead you to rescind the Minimum Tax Levy or make exemptions for properties like ours which does not create a burden on the Town for municipal services.

I am more than willing to speak to Mayor Carnahan, Council, and/or administration to clarify any part of this letter.

Thank you for your consideration and I'm looking forward to hearing from you as soon as possible as taxes are due by the end of June.

Rick Thomas,

On behalf of the Thomas Six Properties Ltd.

Map Title - Subtitle



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Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	June 6, 2022
Originated By:	Director of PW Melesko
Title:	Park Bench Placement
Approved By:	CAO Losier
Agenda Item Number:	8 G

BACKGROUND/PROPOSAL:

Wally Yachimetz has submitted a request to place a memorial bench on the sidewalk bulb in front of the BMO. At the corner of 49st & 50 ave.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Wally’s parents had lived in the Town of Calmar most of their lives. Stan was a local welder and completed many jobs for the Town of Calmar as well as served as Councillor for the Town for numerous years. Stan passed away in 1998, Irene passed away 2022. Both Stan and Irene were active members of the community volunteering at the local rink, the ball diamonds, etc. The Town in the past has allowed families to supply memorial benches such as the Bert Brown Memorial bench in Woodland Park.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

Option 1 – Council motion to allow for the placement of a commemorative bench within the bulbed portion of the sidewalk at 49st & 50ave. North side.

Option 2 – Council motion to not allow a bench to be placed at this location because of the congested nature of the area.

Mayor Sean Carnahan
Council Report May 2022

In addition to regular council meetings, Committee of the Whole meetings and various correspondence and administration duties

May 1st – Attended Communal Garden kickoff at park on Evergreen Crescent as a part of our commitment to rural mental health initiatives. The garden will be a place where all can come and be a part of the gardening experience and benefit from some healthy local grown foods. Thank you to all volunteers that put the energy and time into making this a reality in town

May 4th – Special meeting of Council of to review and discuss mill rate bylaw and special tax rebate program. Mill rate was passed, special tax rebate was accepted as information with more to come from administration.

May 17th – Municipal Planning Commission – met as commission to review development plan that had some variance outside of planning officer's allowance. The commission reviewed documents and locations and moved to allow for variance being applied for.

May 17th – Attended Calmar Recreation Board meeting – Nowhere to run organization attended and provided a presentation on their plans for the 2022 event and their plans to expand event. Continued with Calmar days ball and cabaret event planning. Reviewed a list of delegates to invite to future board meetings to present to the recreation board. Reviewed board recruitment advertising to source additional members to the board. Discussed planning of the upcoming Farmer's Day Pancake breakfast.

May 18th – Attended Calmar Indigenous awareness event held at Calmar Library. The Treaty six land acknowledgment ceremony is a first step as a community in the efforts to recognize and reconcile with our first nations, Metis and Inuit communities, friends and families. Elder Ferni lead us in ceremony and was accompanied by strong drum and song individuals. The ceremony was attended by our community members, representatives from First Nations and Metis Association. Good friends were made, and the evening was so informative. Thank you to all that attended.

May 24th – Special meeting of council – adjust 2022 capital budget plan at request of Acting CAO Ed Melesko. Council had enquired about adjusting the budget to use more of the MSI funds to repairs streets in Calmar that are in rough shape. Ed proposed using the funds planned to pave the town shop lot be used to provide increased street maintenance within the town. Council agreed.

May 26th – Attended Leduc Regional Housing Foundation Board meeting. Senior management of the foundation presented their Strategic Pillars action plan for continued growth and improvement of the facilities, residents, partners and funding. Mrs. Hagarty continues to work on scheduling meetings with communities to report on the foundation and provide awareness to the needs of affordable housing for those in need. 5 properties were identified to start a 2023-2025 business plan determine how LRHF will work with the government of Alberta on the possible transition of government owned facilities to the board as a part of the government strategy to get out of property ownership.

May 27th – Attended Market on main as council representative at the town of Calmar table. Council has agreed that this is a great place to get out and in front of our residents to answer questions, provide information and just simply say hi.

May 28th – Represented Calmar in the St. Albert Rainmaker parade. Thank you to Ryan for taking the time to pull our float in the parade. Calmar got a lot of positive feedback on our unique float and several people asked us where they could find our town. Others thanked us for having the best donuts around.

May 30th - Special council meeting – council met to motion in through resolution our new CAO Sylvain Losier. Our CAO bylaw and Delegation of officers' bylaw was provided for information purposes.

Council Report

Don Faulkner

June 6, 2022

May 1/22, Rural Mental Health Communal Garden Kick Off BBQ

- Attended along with the rest of council, the groundbreaking for the Communal Garden, which was tied in with the Rural Mental Health program. Good job Taylor and your team.

May 1/22, Council Workshop

- Met with the rest of council to brainstorm regarding a number of items that have been troubling us.

May 2/22, Regular Council Meeting

- Refer to Calmar Web Site for Agenda and Minutes.

May 4/22, Special Council Meeting

- Meeting to address the minimum tax and realigning the mill rate to reflect the changes.

May 9/22, Committee of the Whole

- Refer to web site under council meetings for minutes.

May 11/22, Municipal Conversation VI

- Misplaced my notes and will comment further in the future.

May 16/22, Economic Development Summit

- As this was hosted by the County of Leduc, much was said about the activity within the County and the capacity of the County to do business now and into the future. That being said, not much emphasis (if any) was put on the capacities of the regional “partners” (Municipalities within the boundaries of the County) in fulfilling future growth. I guess they were paying the bills and it was their show.
- During the summit there was a lot said about Agriculture and Food processing in the County / Global agriculture and the investment climate / Agriculture opportunities in the Edmonton region.
- There was a pre-lunch panel on the future of agriculture in the Edmonton region and a post lunch panel on industry perspectives on agri-food processing.
- It was interesting, things that could impact the town, my favorite was a guy named Wil Munsey who is the owner/operator of Old Station Honey and Mead. He spoke highly of

the county's ability to make things happen, he was a champion for the community that he was doing business in and seemed to be determined to succeed.

May 16/16, Regular Council Meeting

- Refer to Calmar Web Site for Agenda and Minutes.

May 18/22, Leduc & District Regional Waste Management Commission Board Meeting

- Manager's report touched on the PDO (public drop off), the baler/shredder/organics processing (**we need to contemplate creating a public drop off for yard waste**)/the gull program/alternative technologies/site cleanup/Waste Expo/mattress grinding.
- Operator's report touched on landfill tonnage/vehicle volumes, PDO/beneficial soils/on site incidents and security/organics/PDO operations/landfill data.
- EMRB Solid Waste Regional Collaborative presentation by Mayor Bob Young, there are significant differences in how each municipality collects, tracks and reports data for solid waste management. These differences represent an opportunity and a challenge to develop a common approach to enable the EMRB to understand the overall system capacity and performance, and for identifying areas where we can achieve greater synergies as a 'Region that could benefit our rate payers and minimize the impact on the environment. The problem lies in how the transfer of information will transpire, from them to us and from us to them, more to come. It was noted that we (Calmar) are not part of the EMRB.
- We also review a few policies and had a member presentation on the state of the PDO when he visited the site.

May 19/22, Capital Region Southwest Water Services Commission Board Meeting

- Manager's report touched on, Beaumont piping upgrades/Management and operations contract RFP/insurance/regional water customers group (RWCG)/EIA reservoir 2/commission facility locates/Beaumont digital ball camera/orthophosphate update/Ervick development/CRSWSC emergency alert April 20, 2022/Nisku booster station land acquisition and RFP/updates from the Regional Water Customers Group (regional water rate update).
- Treasurer's Report
- For greater details on these subjects please refer to the correspondence and the minutes there within.

May 20/22, Public Works Week Celebration BBQ

- Postponed to a date when most staff are available to attend.

May 21/22, Thorsby Parade

- First parade of the year for the Calmar float. Ryan VanLooy helped with set up and drove, Councillor Benson, my wife and myself helped with set up and accompanied the float through the parade. It was well received by Thorsby residents and council.

May 24/22, Special Council Meeting

- Refer to Web Site/Government/Council Meetings

May 24/22, 39/20 Meeting

- Starting to find some direction, priorities to be Bylaws, Strat plan and Budget.
- This year's budget is at \$15,000 to include extra fee for Point of View (to cover Thorsby inclusion, \$2,273), money for a recording secretary (\$20 x 20 hrs. x 4 mos.), the remainder of Point of View contract (\$10,400), a workshop in Sept. (\$1,000) and money towards our web site (\$300).

May 27/22, Market on Main

- Better attendance than previous week, had some folks stop by to chat, a successful event.

May 28/22, St. Albert Rain Maker Rodeo Parade

- Made Calmar a little more well known 😊

May 30/22, Special Council Meeting

- Chief Administrative Officer Bylaw and Designated Offices Bylaw (both as information).
- CAO Appointment

May 31/22, Departing for CRSWSC Conference

- Traveling to Niagara Falls to attend Annual Canadian Water Summit.
- Will be making a report for the commission and will share that with council in the near future.

Councilor Jaime McKeag Reber

May 2022 Council Report

May 1st- I was excited to attend the opening of the Rural Mental Health Communal Garden now renamed the Hand Up Garden. It was a pleasure to hear about the plans and I think this will be a beautiful asset to our community

May 1st Council Workshop

May 2nd Regular meeting of council- Minutes posted on town website

May 9th- Committee of the Whole Meeting- Minutes posted on town website

May 13th- Attended the first outdoor Market on Main, unfortunately due to weather we had to shut down early. Market on Main monthly meeting commenced after where I sit as the Town Liaison. This group of dynamic women are passionate about creating an amazing weekly event for the town of Calmar. They discussed difficulties they had over the winter, and excitement for the new summer season. They are working towards becoming an Official "Farmers Market" I look forward to working with them more closely over the summer.

Monday May 16th- Council Workshop

May 17th- Recreation Board Meeting- The Rec board is actively getting ready for Calmar days which is looking to be one of the best ones yet. Excitement and activities through out Calmar for all ages.

May 18th Indigenous Awareness Event- Moved from woodland park to the library, this event was beautiful to be apart of and a great way to start our learning and move towards our Reconciliation. We received our Treat 6 Flag, participated in a smugging led by elders, songs and a round dance.

May 30th- Special meeting of Council- Meeting minutes posted online- Very excited and happy to welcome Sylvain Losier to the Town of Calmar.

Due to a family situation I missed several meetings through the second half of May. Thank you to those who were able to step up and over my place.

Carey Benson Councilor Report May 2022

May. 2nd 2022 Regular Council Meeting

- Council passed a Motion on Council Renumeration Policy
- Went over Improved Residential Tax Rebate Policy
- Summer Getaway programed was referred back to administration for more detail.
- Closed Session

May 4th, 2022, Special Meeting of Council

- Discussed/Passed Bylaw #2022-16 Mill Rate Bylaw
- Rescind Bylaw #2022-13
- Policy #2022-099 Improved Residential Tax Rebate Policy is hereby accepted as info

May 9th, 2022, Committee of the Whole

- Discussion on who will attend other communities' parades and the market on mains here in Calmar.
- Bylaw #2018-19 Smoking, discussion on if smoking would be allowed at the adult friendly picnic tables. Smoking will also NOT be allowed at these adult friendly picnic tables.
- Presentation from our FCSS coordinator on the Summer Getaway program.

May 17th, 2022, Municipal Planning Commission

- Discussion on a new Gas Station sign going up on Hwy 39 and 50th Street.

May 20th, 2022, Attending Market on Main

- Market was canceled due to weather

May 21st, 2022, Attending Thorsby Parade

- Representing the town of Calmar in the Thorsby Parade

May 24th, 2022, Special Meeting of Council

- Looking for quotes for Dog Park in the Hawks landing area.
- Opened the 2022 Capital Budget, the Town is not paving the Public Works Building yard, but instead paving 51st.

May 25th, 2022, 39/20 Alliance Meeting

- Working on our strategic plan session for September
- Alliance is looking at hiring a scribe/website admin

May 26th, 2022, Library Board Meeting

- Town Report on what has happened in Calmar since the last Library Board meeting.
- Discussion on Revised 2021 Operating Budget Expenditures
- Reviewed the Town Library/ Library Board Operating Expenditures
- Discussed the 2022-2027 Plan of Service

May 30th, 2022, Special Meeting of Council

- Town of Calmar's new CAO, Sylvain Losier was appointed at this special meeting of council.



Action Item List
June 3, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Published	Completed
R-22-04-0167	Moved by Councillor Benson that the agenda is hereby adopted as presented.	Carried			No	N/A
R-22-04-0168	Moved by Councillor McKeag Reber that the minutes of the Regular Council Meeting, of March 21, 2022, are hereby approved as presented.	Carried			No	N/A
R-22-04-0169	Moved by Councillor Gardner that Council pass a motion to give Bylaw #2022-09, Urban Hens, second reading as modified.	Carried			No	Yes
R-22-04-170	Moved by Councillor Faulkner that Council pass a motion to give Bylaw #2022-09, Urban Hens, third reading as modified.	Carried	CSM Bryans modified the bylaw accordingly and put it in the Mayor's office for signature	CSM Bryans	No	Yes
R-22-04-171	Moved by Councillor McKeag Reber that Council pass a motion to give Bylaw #2022-10, Borrowing Bylaw, second reading.	Carried			No	Yes
R-22-04-172	Moved by Councillor Benson that Council pass a motion to give Bylaw #2022-10, Borrowing Bylaw, third reading.	Carried	Bylaw is in Mayor's office for signature	CSM Bryans	No	Yes
R-22-04-173	Moved by Councillor Faulkner that Council pass a motion to give Bylaw #2022-14, Development Authority first reading as modified.	Carried			No	Yes
R-22-04-174	Moved by Councillor Faulkner that Council pass a motion to give Bylaw #2022-14, Development Authority second reading as modified.	Carried			No	Yes
R-22-04-175	Moved by Councillor Gardner that permission is hereby granted for the presentation of Bylaw #2022-14, Development Authority for all three readings at this meeting.	Carried Unanimously			No	Yes
R-22-04-176	Moved by Councillor Benson that Council pass a motion to give Bylaw #2022-14, Development Authority third reading as modified.	Carried	CSM Bryans modified the bylaw accordingly and put it in the Mayor's office for signature	CSM Bryans	No	Yes
R-22-04-177	Moved by Councillor Faulkner that Council move to approve the National Volunteer Week Proclamation as presented.	Carried			No	Yes
R-22-04-0178	Moved by Mayor Carnahan that Council authorize Administration to enter into the ECO Station Partnership as presented with funding to be allocated from the Current Recycle Budget.	Carried		DPW Melesko	No	Yes
R-22-04-0179	Moved by Councillor Benson that Council pass a motion to authorize the Calmar Recreation Board as the determining body for Calmar Days ball tournament and associated fees for 2022.	Carried			No	Yes





Action Item List
June 3, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Published	Completed
R-22-04-0180	Moved by Councillor Benson that Council sponsors a table with updated branding at the Market on Main to be determined on an ad hoc basis based on availability.	Carried		Council	No	Yes
R-22-04-0181	Moved by Mayor Carnahan that Council pass a motion to authorize administration to send a letter of support to Thorsby for the purpose of obtaining the grant for a feasibility study while being clear that the letter in no way commits the Town of Calmar to joining the proposed regional commission.	Carried	Acting CAO Anderson to draft letter of support	Acting CAO Anderson	No	Yes
R-22-04-0182	Moved by Councillor Faulkner that Council pass a motion for Mayor Carnahan to sign the National Public Works Proclamation, recognizing the week of May 15th – 21st 2022 as National Public Works Week.	Carried	Proclamation in Mayor's office for signature	Mayor Carnahan	No	Yes
R-22-04-0183	Moved by Councillor Gardner that the Council Reports are hereby accepted as information.	Carried			No	N/A
R-22-04-0184	Moved by Councillor McKeag Reber that the Action Items are hereby accepted as information.	Carried			No	N/A
R-22-04-0185	Moved by Councillor Faulkner that the correspondence is hereby accepted as information.	Carried			No	N/A
R-22-04-0186	Moved by Councillor Benson that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 8:48 pm.	Carried			No	N/A
R-22-04-0187	Moved by Councillor Gardner that the Regular Council Meeting reconvene from Closed Session at this time being 9:17 pm.	Carried			No	N/A
R-22-04-0188	Moved by Councillor Gardner that the agenda is hereby adopted as presented.	Carried			No	N/A
R-22-04-0189	Moved by Councillor McKeag Reber that Special Meeting of Council be extended until 12:35 pm.	Carried			No	N/A
R-22-04-0190	Moved by Councillor Gardner that the agenda is hereby adopted as amended.	Carried			No	N/A
R-22-04-0191	Moved by Councillor McKeag Reber that the Regular Meeting of Council be extended past 10:00pm.	Carried			No	N/A
R-22-04-0192	Moved by Councillor Faulkner that the 2022 Capital Budget and 10-year capital plan be adopted as amended	Carried			No	Yes
R-22-04-0193	Moved by Councillor Benson that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 10:30 pm.	Carried			No	N/A



Action Item List
June 3, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Published	Completed
R-22-04-0194	Moved by Mayor Carnahan that the Regular Council Meeting reconvene from Closed Session at this time being 10:55 pm.	Carried			No	N/A
R-22-04-0195	Moved by Councillor Gardner that the agenda is hereby adopted as amended.	Carried			No	N/A
R-22-04-0196	Moved by Councillor Faulkner that the minutes of the Regular Council Meeting of April 04, 2022, are hereby approved as presented.	Carried			No	N/A
R-22-04-0197	Moved by Councillor Benson that the minutes of the Special Council Meeting of April 09, 2022, are hereby approved as presented.	Carried			No	N/A
R-22-04-0198	Moved by Councillor McKeag Reber that the minutes of the Special Council Meeting of April 11, 2022, are hereby approved as presented.	Carried			No	N/A
R-22-04-0199	Moved by Councillor Faulkner that the 2022 – 2025 Consolidated Operating Budget be adopted as amended.	Carried			No	Yes
R-22-04-0200	Moved by Councillor McKeag Reber that Bylaw #2022-11, Special Tax Bylaw. is hereby given first reading as amended.	Carried			No	N/A
R-22-04-0201	Moved by Councillor Gardner that Bylaw #2022-11, Special Tax Bylaw, is hereby given second reading.	Carried			No	N/A
R-22-04-0202	Moved by Councillor Benson that permission is hereby granted for the presentation of Bylaw #2022- 11, Special Tax Bylaw, for all three readings at this meeting.	Carried Unanimously			No	N/A
R-22-04-0203	Moved by Councillor Faulkner that Bylaw #2022-11, Special Tax Bylaw is hereby given third reading.	Carried			No	Yes
R-22-04-0204	Moved by Councillor McKeag Reber that Bylaw #2022-13, Mill Rate Bylaw. is hereby given first reading as amended to match the tax rate calculation from the Operating Budget Worksheet.	Carried			No	N/A
R-22-04-0205	Moved by Councillor Gardner that Bylaw #2022-13, Mill Rate Bylaw, is hereby given second reading.	Carried			No	N/A
R-22-04-0206	Moved by Councillor Faulkner that permission is hereby granted for the presentation of Bylaw #2022- 13, Mill Rate Bylaw, for all three readings at this meeting.	Carried Unanimously			No	N/A
R-22-04-0207	Moved by Councillor Benson that Bylaw #2022-13, Mill Rate Bylaw is hereby given third reading.	Carried			No	Yes



Action Item List
June 3, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Published	Completed
R-22-04-0208	Moved by Councillor Faulkner that Council pass a motion for the Town of Calmar to sign the 3-year agreement with CRASC to provide ARB services.	Carried	Once minutes from meeting on April 19th are signed they need to be forwarded to CRASC	CSM Bryans	No	In Progress
R-22-04-0209	Moved by Councillor Benson that Council pass a motion for the Town of Calmar increase the Apex Utilities Franchise Fees from 20% to 35% as per the 2022 – 2025 Operating Budget, for the remainder of the 2022 fiscal year and for future years.	Carried		Acting CAO Anderson	No	Not Started
R-22-04-0210	Moved by Councillor Gardner that Council pass a motion to designate the Town of Calmar's Picnic Table Gazebo's with a six foot radius as designated Picnic Areas for the consumption of liquor in accordance with the Alberta Gaming, Liquor & Cannabis Act.	Carried		DPW Melesko	No	Not Started
R-22-04-0211	Moved by Councillor McKeag Reber that Council pass a motion to adopt the 2021 Financial Statement as presented by Benji Waser from MNP.	Carried			No	Yes
R-22-04-0212	Moved by Mayor Carnahan that the Town of Calmar match the half mast in honor of workers safety on April 28th, as well as posted on the Town's website and social media outlets.	Carried		DPW Melesko	No	In Progress
R-22-04-0213	Moved by Councillor McKeag Reber that the correspondence is hereby accepted as information.	Carried			No	N/A
R-22-04-0214	Moved by Councillor Benson that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 9:30 pm.	Carried			No	N/A
R-22-04-0215	Moved by Councillor Faulkner that the Regular Council Meeting reconvene from Closed Session at this time being 9:39 pm.	Carried			No	N/A
R-22-04-0216	Moved by Councillor Gardner that Council authorizes Mayor Carnahan to proceed with the CAO hiring process, contract negotiations and legal consultation.	Carried		Mayor Carnahan	No	In Progress
R-22-04-0217	Moved by Councillor Faulkner that the agenda is hereby adopted as presented.	Carried			No	N/A
R-22-04-0218	Moved by Councillor Gardner that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 6:44 pm.	Carried			No	N/A
R-22-04-0219	Moved by Councillor Benson that the Special Meeting of Council reconvene from Closed Session at this time being 7:40 pm.	Carried			No	N/A



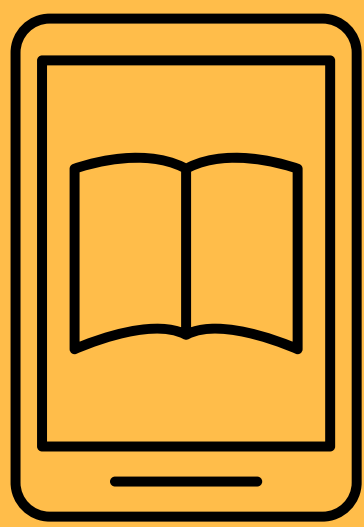


Action Item List

June 3, 2022

Motion Number	Motion	Carried/Defeated	Comments/Action Required	Action Assignment	Published	Completed
R-22-04-0220	Moved by Councillor McKeag Reber that DPW Melesko is appointed as acting CAO from May 15, 2022 until such time as the new Town of Calmar CAO has commenced.	Carried		Mayor Carnahan and Acting CAO Anderson	No	In Progress
R-22-04-0221	Moved by Councillor Gardner that Council accept the CAO Contract as amended and furthermore authorize Mayor Carnahan to amend contract with candidate further as discussed in closed session.	Carried		Mayor Carnahan	No	In Progress
R-22-05-0222	Moved by Councillor McKeag Reber that the agenda is hereby adopted as amended.	Carried			No	N/A
R-22-05-0223	Moved by Councillor Faulkner that the minutes of the Regular Council Meeting of April 19, 2022, are hereby approved as presented.	Carried			No	N/A





**TOTAL ITEMS IN THE
COLLECTION
14,624**

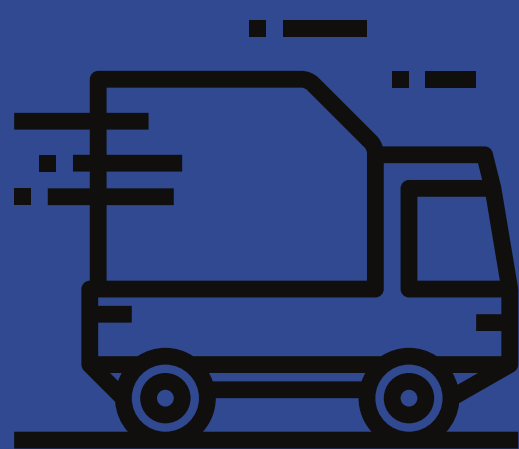


**TOTAL CIRCULATION
13,652**



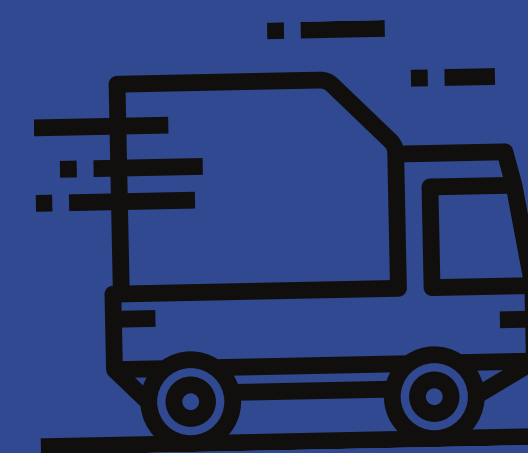
**970 REGISTERED
PATRONS**

**WE LENT OUT 8,930
ITEMS TO OTHER
LIBRARIES**

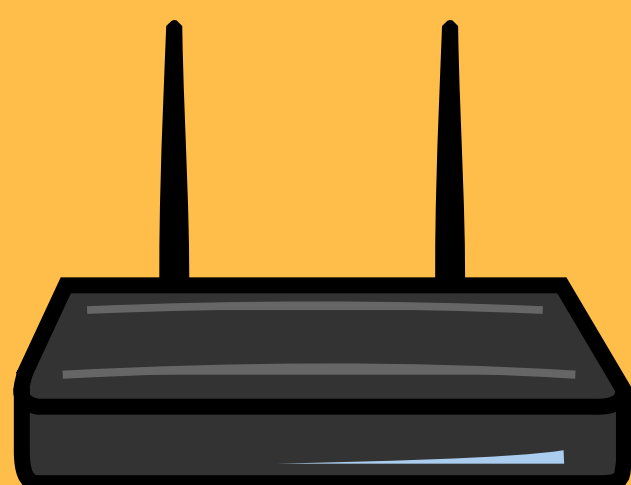


**OUR SERVICE IS
DELIVERED BY 5
DEDICATED STAFF**

**WE BROUGHT IN 6,431
ITEMS FROM OTHER
LIBRARIES**



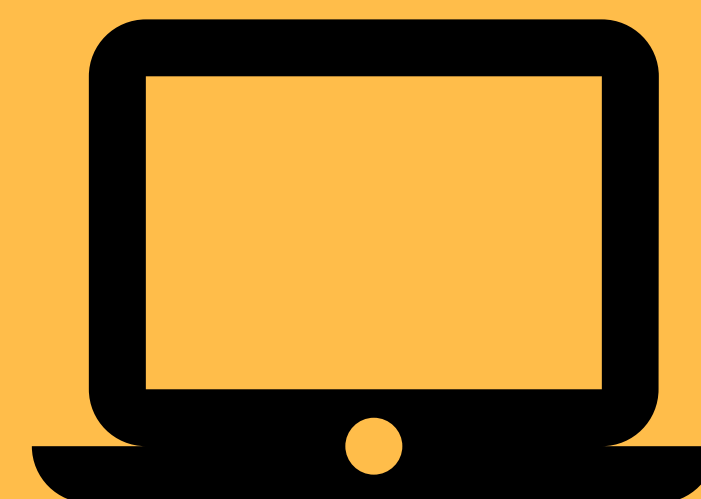
CALMAR PUBLIC LIBRARY 2021 YEAR IN REVIEW



**1308
CONNECTIONS TO
OUR WI-FI**



**3,303 PEOPLE VISITED
OUR WEBSITE**



**4 PUBLIC
COMPUTERS**



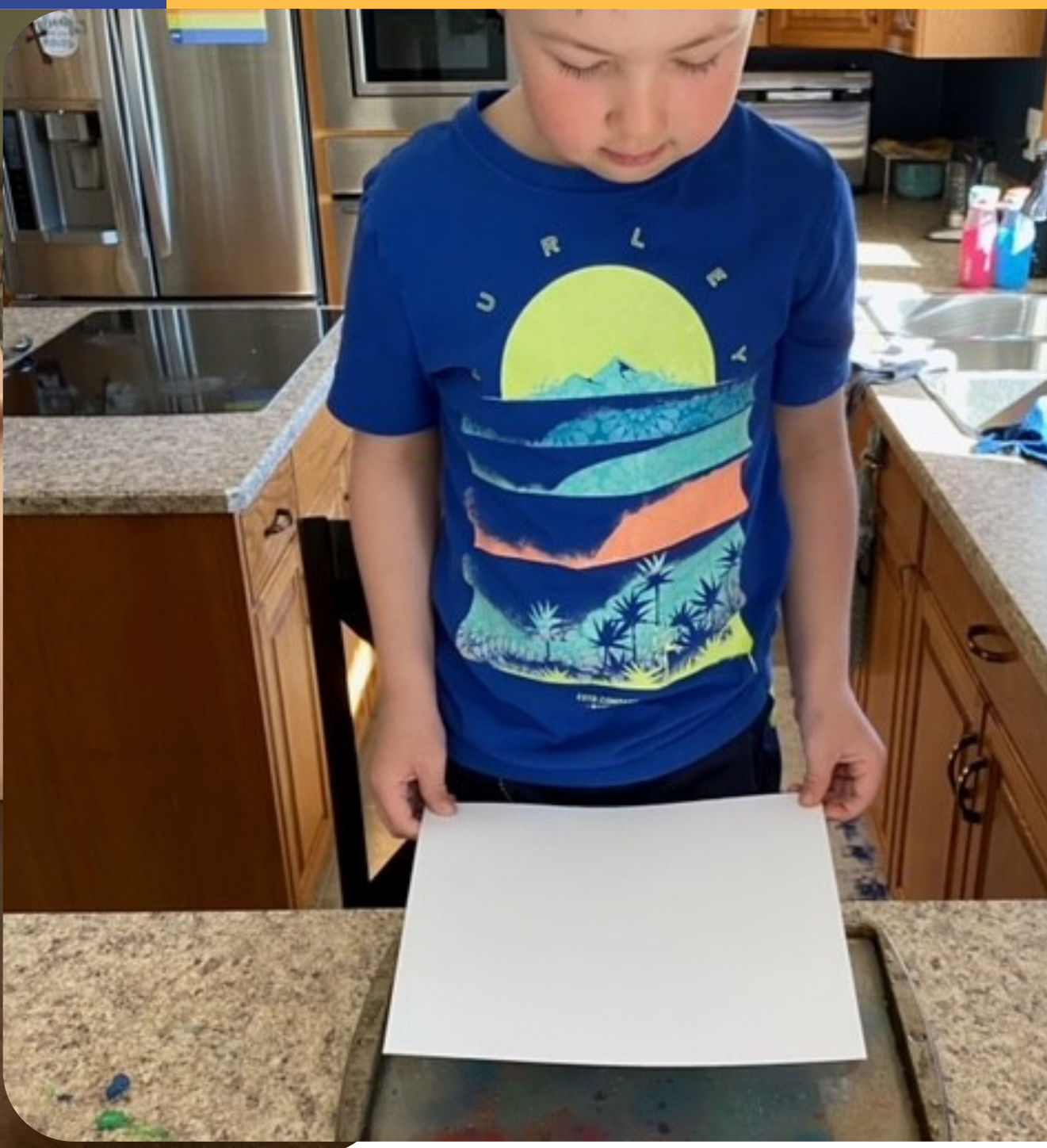
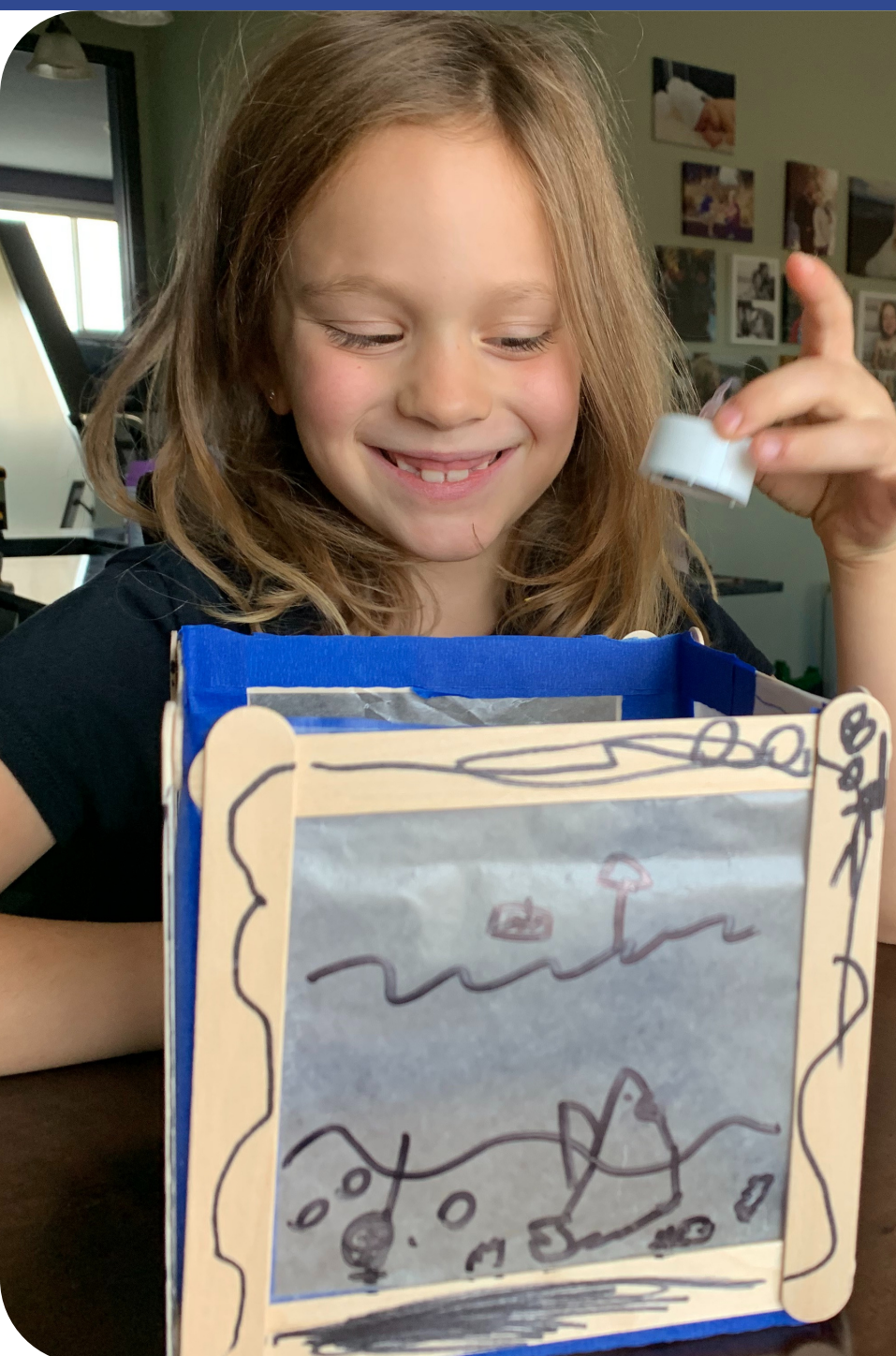
**51 BOOKCLUB
KITS**



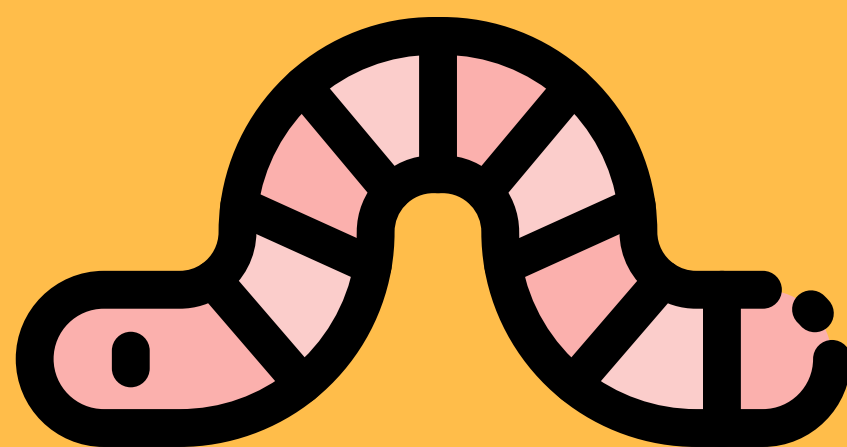
**3
INTEREST KITS**



**5 EARLY
LITERACY KITS**



**CHILDREN
TAKE & MAKE
KITS**



**IN-HOUSE
WORM FARM**



**ADULT & YOUNG
ADULT TAKE & MAKE
KITS**



**FAMILY
TAKE & MAKE KITS**





**Participant
Numbers
1,235**



KEY POINTS

Due to COVID restrictions we offered

- Curb Side Assistance**
- Reading Bags**

Take & Make Kits for all age groups

- Online Escape Rooms**
- Video Book Talks**

**Even with reduced hours due to
reduced funding the Library
continued to serve the community.**

**The Library Board and Staff would like
to thank The Town of Calmar, Leduc
County Library Board and Public
Library Services Branch, for their
funding.**

**Without you the services we offer
would not be possible.**

MINUTES

Calmar Public Library

Mar2472022/ Virtual - Meeting called to order by George Egler @7:00

George Egler- Chair	Patricia Hughes-Fuller – Vice- Chair	Cindy Miller – Secretary	Susan Parkinson- Library Director	
Kathy Miller	Edward Sharpe	Elke Hemming	Georgia Rehill	
Jaime McKeag- <i>absent</i>	Carey Benson		Dean Ohnysty- Guest	

Town of Calmar Library provides free and equitable access to services which meet the changing needs of our community. We are a strong partner in our community providing programs and services that bring people together, foster creativity, and encourage lifelong learning.

Treaty Six Statement:

We would like to begin by acknowledging that we are on the traditional lands referred to as Treaty 6 Territory and that the Town of Calmar and all the people here are beneficiaries of this peace and friendship treaty

Elke Hemming motioned and Georgia Rehill 2nd to accept the agenda as presented
carried

Approval of Minutes

Kathy Miller motioned to approve minutes from Feb24 meeting and – Patricia Hughes- Fuller
2nd carried

Standing Items

3.1- Introduction of Dean Ohnysty

*He is Director of Community Services for Leduc County (Libraries -which fall under Parks & Recreation, FCSS)

* Explained the county portion of funding to library board -which in Calmar case is funneled through the town which also includes share of maintenance

*The Calmar Library sends signed agreement to the Leduc County Library Board which allows county users to use Calmar's library and it then sends a cheque for its portion of users

* (point made that Leduc County Library Board is actually New Sarepta Library board with Dean Ohnysty sitting on it)

*See enclosed sheets

Georgia Rehill's addition to minutes

3.1 - Introduction of Dean Ohnysty:

I suggest leaving off the phrase "(Libraries - which fall under Parks & Recreation, FCSS)" since it is confusing.

I also suggest capturing more detail on this important item. Therefore I propose replacing the remaining text under this heading in the draft minutes with the following:

There are four major sources of funding for the Town of Calmar Library:

A) Cost Sharing Agreement between Leduc County and the Town of Calmar:

1) Leduc County Municipal Funds

2)Town of Calmar Municipal Funds

- cost sharing proportion is currently based on "Leduc County 2016 Census Map by Recreation Districts" (see handout); in this case it works out to about a 50/50 split

- Town decides on the level of library service (i.e., approves the overall budget for Town of Calmar Library)

- audited actual expenses (along with the cost sharing proportion) determine the amount paid by the County

B) Municipal Library Board Operating Grants from the Alberta Government (currently based on 2016 population figures):

1) grant to the Town of Calmar Library

2) grant to the Leduc County Library Board which it then disburses amongst libraries within the County boundaries that serve their rural tax payers (including the Town of Calmar Library)

Note that the Town of Calmar and the Leduc County also each make contributions directly to the Yellowhead Regional Library.

4.1-Town Report: Carey Benson

*Urban hen law has passed

*Adult Friendly Park – (alcohol allowed)

*Names submitted for Library board have all been approved (*George Egler * Patricia Hughes - Fuller *Edward Sharpe) including self-submitted name (*Cindy Miller)

*Electrical recharge station will be installed by arena

*Budget Development meetings are moving forward than town will debate all the budget

***Questions:**

-camera on town boundary along with speed signs *photo radar

-if town councilors are getting benefits for themselves is their possibility of adding Library staff (Director and full-time staff) to package

-what is difference between using the Consumer Price Index and COLA for increases in budget figures

4.2-YRL Report: Jamie McKay -gave report to Carey Benson to present

*YRL audit is happening and will have more updates next month

*Side notes from Dean -Leduc County allows pays into YRL for county residents

4.3- Budget: Susan Parkinson

* No budget

3.4- Director's Report including Circulation, Programs: Susan Parkinson

* See Attached Director report

*Story time starting up

*Man's Shed will be meeting at library every 2nd month

3.5-Occupational Health and Safety (OHS): Susan Parkinson

* Susan Parkinson -Director took advantage of a free St John's "Nasal Naloxone "course and received free kit

4.6-Covid-19

*See Attached Directors' report

*Patricia Hughes-Fuller motioned and Edward Sharpe 2nd that we remove Covid -19 report from Standing Items and Director will add pertinent info to Director report if needed

Ongoing Business & New Business

5.1-Policy Review:

*None

5.2 Plan of Service

*Jordan DeSousa is planning a meeting at library to meet with the invited focus group (have had 8 will attends so far)

* The results along with survey will go to sub committee

5.3- Chronicle Update

*There are paper copies valuable at library and the library does 2 different versions of information-1 for on-line and 1 for paper version

5.4 – Correspondence:

*Attached budget letter from Minister

5.5- Appointment of Board:

* Edward Sharpe * George Eagler* Patricia Hughes-Fuller have been appointed for1- 3-year term

*Cindy Miller has been appointed for 1 -1-year term

* Town council would like more town residents to serve on board

*Apr 23/2022 Board Training at Library-10am please RSVP to Susan by Apr 20 Wed - recommend for all new and returning board members that have never attended (also interesting for those that have attended in past)

5.6 Hybrid Meeting Protocol Review: Cindy Miller

*Please state name when making motion or doing 2nd

*Please refrain from carrying on background conversations as it makes it difficult to hear

5.7 Door Fobs:

* Still with town budget

5.8 Volunteer Appreciation Dinner

* Apr29/2022 @ 5:30 pm

*Cindy Miller motioned and Patricia Hughes-Fuller 2nd that Susan Parkinson has authority to purchase tickets for board members that wish to attend and herself -carried

* Additional tickets may be purchased for \$20.00 each

*RSVP to Susan Parkinson by Apr 12/2022

In -Camera

Next Meeting: Apr 28/2022

Announcements:

Motion to adjourn made by Patricia Hughes-Fuller Edward Sharpe 2nd by at 8:13passed

Vison Statement:

"Our Library is more than a reflection of the community: it is the best our community can be."

May 9, 2022

Alberta Utilities Commission

106 Street Building
10th Floor, 10055 106
Street Edmonton,
Alberta T5J 2Y2

Dear Utilities Commission:

RE: Increasing Utility Fees

Please accept this correspondence as a letter of support in addition to the correspondence you have already received from the Town of Fox Creek, dated March 23, 2022.

The Town of Coaldale joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout the public and private spheres, and we urge the Commission to take serious note of the concerns herein.

Over the past two years, residents of both Coaldale and the province have felt the ever-increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines.

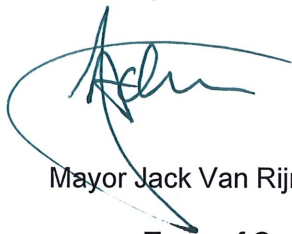
It is important to note that the rising costs are not just impacting residents, but non-profits, small businesses, and commercial industries. Many of the aforementioned are in jeopardy of closing or being forced to stop their services to our communities due to the increasing costs of utilities.

As representatives of our community, we also note that it is wholly unacceptable that the rising costs of utilities have led to increased private profits, as has been noted in the media lately. In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless the Commission takes swift action. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside the Town of Fox Creek, the Town of Coaldale is urging the Commission to review the fees being charged on top of the actual usage fees while giving strict attention to the amount of profit corporations are making off of our residents and Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jack Van Rijn', with a large, sweeping flourish underneath.

Mayor Jack Van Rijn

cc: Town of Coaldale Council
Mr. Grant Hunter, MLA
Alberta Municipalities
Town of Fox Creek



TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E.
Redcliff, Alberta, T0J 2P0
Phone 403-548-3618
Fax 403-548-6623
redcliff@redcliff.ca
www.redcliff.ca

Office of the Premier
307 Legislature Building
10800 - 97 Avenue
Edmonton, Alberta, T5K 2B6

May 16, 2022

RE: Increasing Utility Fees

Dear Premier Kenney,

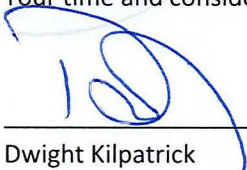
The Town of Redcliff joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private sectors, and we are urging you to take serious note of this.

Over the past two years, residents of both Redcliff and the province have felt the increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines. Many residents, small businesses and commercial industries are in danger of closing or have already been forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased profits as has been noted in the media lately. Our local paper recently reported "Energy Division Rakes in \$105M" (<https://medicinehatnews.com/news/local-news/2022/04/07/energy-division-rakes-in-105m/>). In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless you or the Alberta Utilities Commission can correct this practice. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside other municipalities in the province, we are urging yourself and the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making from our residents and ultimately, all Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.


Dwight Kilpatrick
Mayor, Town of Redcliff

Cc Alberta Municipalities
Alberta Utilities Commission
Michaela Frey, MLA

May 17, 2022

Via email: info@auc.ab.ca

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 Street
Edmonton, AB T5J 2Y2

RE: Increasing Utility Fees

Dear Alberta Utilities Commission,

Please accept this correspondence as a letter of support in addition to that of the Town of Fox Creek, dated March 23, 2022.

As you are aware, there have been many challenges in the last two years. A pandemic, which is still in effect, continues to burden our health care system and overall social, emotional, and financial wellbeing. These effects are evident with our province's unemployment rates, which reached a staggering 11.4% in 2020 and remained higher than it has been in 40 years for the better part of 2021. Now is not the time to increase utility fees, especially when many families, businesses, industries, and not-for-profits have yet to fully recover from these hardships.

We, as a municipality, have also been impacted by the financial strain of these decisions, with lower MSI funding allocations and an inflation rate of 6.7% - an all time high in 31 years. Nevertheless, we remain dedicated in assisting our residents to alleviate financial stressors, including reductions in waste collection fees and franchise fees in 2021, and no tax rate increases since 2020.

The Town of Bon Accord stands united with the Town of Fox Creek in support of a thorough review of the Commission's fees and corporate profits gained from proposed increases.

As a "trusted leader that delivers innovative and efficient regulatory solutions for Alberta", we ask, what will the Alberta Utility Commission do to help its fellow Albertans? When the light at the end of the tunnel finally appears within reach, will you help close the gap or will you turn off the light?

Our residents, businesses and non-profits appreciate your time and consideration in this important matter.

Sincerely,



Brian Holden
Mayor
Town of Bon Accord

Cc: Town of Fox Creek
Honourable Dale Nally, MLA, Morinville – St. Albert
Mr. Dane Lloyd, MP, Sturgeon River – Parkland
Alberta Municipalities

Sources:

<https://economicdashboard.alberta.ca/unemployment>
<https://tradingeconomics.com/canada/inflation-cpi>
<https://www.auc.ab.ca/our-mission/>



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

May 26, 2022

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 ST
Edmonton, AB
T5J 2Y2

Re: Alberta Utility Fees

The following correspondence is being sent in a movement of solidarity. There have been multiple municipalities across Alberta who have reached out with grave concern, regarding the rising fees for both electricity and natural gas.

In a time of extreme economic downturn, supply shortages and employment volatility, the fee increases appear to be exceptionally short sighted. The province of Alberta and its hardworking people have been wrought with challenges over the past two years, and this is simply providing further stress and instability to the people of this province.

Mayor and Council for the Town of Tofield implore the Commission to truly review the fees and the charges being unfairly downloaded to the Alberta residents. In what has proven to be the most challenging time of many people's lives, these life essential utilities should not be viewed as an opportunity for profit.

Sincerely,

Debora Dueck

Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA



TOWN OF MUNDARE

P.O. Box 348, Mundare, Alberta T0B 3H0

Telephone: (780) 764-3929

Fax: (780) 764-2003

E-mail: reception@mundare.ca

www.mundare.ca

May 9, 2022

The Honourable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

Re: Alberta Provincial Police Force

Town council discussed the Alberta Provincial Police Service Transition Study after attending a municipal engagement session. Based on the information provided, Town Council cannot support the transition to a provincial police force.

The information provided at the engagement session did not provide enough information that a provincial police force would provide a better service than what we currently receive. In fact, it raised a question if our service level will be reduced. Under the proposed Hub model, we do not know if our detachment would lose members to work in the service hub.

What was evident from the session is that the Provincial cost to operate a provincial police force would increase. As per the information provided, the Province currently pays \$399 million for police services and the cost of the provincial police force would be between \$538-562 million, however there was no information provided as to how this extra cost would be funded.

As you are aware, as of April 1, 2020, municipalities that receive policing under the Provincial Police Services Agreement (PPSA) are required to pay a portion of the policing costs. In 2023/2024, that portion will be 30%. It stands to reason that the costs to these municipalities would increase with the implementation of a provincial police force.

The requirement to pay for policing puts enormous pressure on our budget. In 2023, it is estimated that the town will pay \$47,740 which is equal to about a 0.5 mill based on the 2022 assessment. Further increases in policing costs may result in reduced services to our residents.

We believe that before the Province makes any decision on the transition to a provincial police force, it is imperative that further information be provided to municipalities on how our current service will be affected and how the transition and increased operating expenses will be funded.

Council would also like to raise the issue of fine and penalty revenue. The intent of Section 162 of the Traffic Safety Act is that fines and penalties should be distributed on the basis of who pays for policing, however, this section does not apply to PPSA communities. We hereby ask that section 162 be amended to allow for the distribution of fines and penalties to PPSA communities at the same percentage that they pay for police services.

We thank you for considering our requests.

Sincerely yours,



Cheryl Calinoiu
Mayor

cc: Honourable Jason Kenney, Premier
MLA Jackie Armstrong-Homeniuk, Vegreville-Fort Saskatchewan
Alberta Municipalities
AB Munis
RMA



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofiedadmin@tofiedalberta.ca
W www.tofiedalberta.ca

May 25, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: Alberta Provincial Police Force

Minister Shandro, Town of Tofield Council have attended the Presidents Summit, read, and reviewed the Price Waterhouse Cooper report, and have attended municipal engagement sessions on the proposed Provincial Police Force, all of which have discussed and debated the merits of Provincial Policing.

Minister, please note: Town of Tofield Council in no way supports this initiative to replace the RCMP with an Alberta Provincial Police Force.

The rationale behind this seems poorly timed and ill researched. The Fair Deal panel provided, in our opinion, solid evidence for this potential project to be halted and not further investigated. For review, at the time of results 65% of respondents were not in support of this initiative. Once again, in our opinion, this should have been a large enough response to have negated taking this process any further.

In a time of already uncertain economic forecasts, this seems to be short sighted. The costs to have a transfer to a Provincial Policing Force would be astronomical. Considering these potential costs as well as the current Police Funding Model which we must now shoulder does not sit well with Council and does not sit favorably with the community. Respectfully, this initiative seems to be somewhat tone deaf.

The RCMP have proven to be a pillar of strength, guidance, and protection not only for our community but the Province as a whole. It is without question that Tofield Council support our local detachment of exceptionally skilled and hard-working individuals, but also the members across our fine Province of Alberta.

Honorable Tyler Shandro
Minister of Justice and Solicitor General
Page 2

Minister Shandro, Tofield Council respectfully implore you reconsider the movement to a Provincial Policing Force. Tofield stands in solidarity with our friends at the Town of Mundare, as well as the other numerous Alberta Municipalities who have voiced similar concerns. We ask that you instead look to strengthen and improve your work with the RCMP for the true betterment of our Province.

Sincerely,



Debora Dueck
Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA

RECEIVED

MAY 11 2022

TOWN OF CALMAR - INT.

Complaint:

May 10, 2022

I am concerned about the condition of Calmar's main street + portions of Highway 795. These two roads are the responsibility of the Province. I had a telephone conversation with the Town Mayor + he advised me that the repair was slated for 2023. That is totally unacceptable. These roads are an embarrassment to the Town + have been for quite some time. Pressure must be put on the Province +/or our MLA to get this done. Pleading nice with the Province + our MLA doesn't work.

The mayor + council are in the position of responsibility + authority + are empowered to get things done. At times you have to assert yourselves + be unpopular. The Province did fix the potholes on Highway 39 on both sides of the Town. Why not the Town?

Furthermore, in 2023 we are slated to have a Provincial election with a possible change of government. What then? We will be back to square one.

One thing council could do is put MLA Smith's phone numbers + address in the Calmar Chronicle + encourage Calmar citizens to phone or write to pressure him to have the roads repaired.

Just Fitzgerald

**MINUTES OF THE CAPITAL REGION SOUTHWEST WATER SERVICES COMMISSION
 REGULAR MEETING, HELD ON THURSDAY, MAY 19, 2022 AT 6:00 P.M.
 LEDUC GOLF CLUB, 5725 BLACK GOLD DRIVE, LEDUC, AB T9E 8C4**

1. CALL TO ORDER

Chair Bill Daneluik called the meeting to order at 6:00 p.m.

PRESENT:	Mayor Bill Daneluik Councillor Ashley Miller Councillor Krista Gardner Councillor Don Faulkner Councillor Lars Hansen Councillor Beverly Beckett Councillor Doug Lyseng Councillor Jordon Banack Councillor Clifford Heinz Councillor Paul Patterson Councillor Kelly Vandenberghe Councillor Kelly-Lynn Lewis Mayor Doug Peel Councillor Mathew Starky	City of Beaumont City of Beaumont Town of Calmar Town of Calmar City of Leduc City of Leduc Camrose County Camrose County Village of Hay Lakes Village of Hay Lakes Leduc County Leduc County Town of Millet Town of Millet
ALSO PRESENT:	Shawn Olson, Commission Manager Rick Sereda, Operations Manager Lauren Padgham, Treasurer Pamela Regier, Project Manager Mark D'aoust, Commission Technician Shannon Bremner, Recording Secretary Keri Nelson, Administrative Assistant Des Mryglod, Director, Engineering & Utilities Chad Maki, Associated Engineering	City of Leduc City of Leduc City of Leduc City of Leduc City of Leduc City of Leduc City of Leduc City of Leduc Leduc County
WITH REGRETS:	Councillor Kevin Hycha Councillor Lana Broker Kristofer Johnson, GM, Infrastructure Roger Steele, Manager, Technical & Utilities Elie Klimp, Accountant	City of Camrose City of Camrose City of Camrose EIA City of Leduc

2. ADOPTION OF AGENDA

- 22-22** **Motion:** It was **Moved** by Councillor Beverly Beckett that the agenda for the May 19, 2022 Capital Region Southwest Water Services Commission regular meeting be approved as circulated.

Motion Carried Unanimously

3. APPROVAL OF MINUTES**A. Minutes of the March 17, 2022 Regular Meeting**

- 23-22** **Motion:** It was **Moved** by Councillor Ashley Miller that the meeting minutes of the March 17, 2022 Capital Region Southwest Water Services Commission regular meeting be approved as circulated.

Motion Carried Unanimously

4. PUBLIC COMMENTARY

There was no public commentary.

5. REPORTS OF OFFICERS**A. Manager's Report****Beaumont Piping Upgrades**

History: In 2020, the Commission had Associated Engineering (AE) undertake the design of piping upgrades within the Beaumont fill station as part of planned Capital Upgrades identified within the 2020 Water Master Plan. The construction of these upgrades was included in the 2021 budget. Administration is working with AE to update the design as a result of the EPCOR asset sale and new Nisku Booster Station design. Once the new station is commissioned, part of the EPCOR Sale Agreement is that EPCOR will install water flow meters at each facility for invoicing purposes. Given the logistical challenges of installing 2 meters in some of the facilities, Administration directed AE to review the option of tying into EPCOR's meter. EPCOR was amenable to the preliminary discussions.

A Technical Memorandum comparing meters was provided to EPCOR at the end of October. EPCOR provided a response to AE on January 7, 2022 advising that they did not prefer to consider new meters due to increased maintenance, operating, and training costs associated with having multiple types of meters for their regional customers. They advised that EPCOR has a Programmable Logic Controller (PLC) within each regional meter that converts the pulse signal from

their meter into 4-20mA signal communicated to EPCOR's SCADA system. They proposed exploring the option of providing the Commission with that signal or supporting the Commission on improvements to our PLC to accommodate a direct pulse input from the meter, rather than installing a second meter or changing from their standard meter. AE reviewed both options and advised that neither option is suitable for the Commission system, as conversion of the pulse count does not provide the accuracy required for controls.

New Information: AE has now received the meter specifications from EPCOR and submitted the finalized design on May 6, 2022 which accommodates meters. Administration is currently reviewing the finalized design. AE will request quotations for this work from three contractors in June. The project is scheduled to commence in September so as not to impact water service delivery during the peak summer months.

Management and Operations Contract RFP

Administration previously advised the Board at the January 20, 2022 meeting on the process for the Request for Proposal (RFP) for the Management and Operations contract. In accordance with that process, the RFP is being drafted in consultation with Associated Engineering for the Management and Operations contract. Administration will be issuing the RFP to member municipalities at the end of May and it will close near the end of August 2022. The sealed submissions will then be turned over to the RFP Submission Review Committee. The Review Committee, which was also discussed at the January 20, 2022 Board meeting, has been confirmed as Wally Yachimetz, former CRSWSC Commission Chair, and Jason Casault, Chair of the Regional Water Customers Group (RWCG). The RFP Submission Review Committee will then provide a recommendation of award to the Board of Directors at the September 15, 2022 Board Meeting.

Insurance

Administration was directed to review the coverage the Commission has for Director and Officer (D&O) Liability Insurance as a follow up to Brownlee's presentation at the March 17, 2022 Board Meeting. AMSC has confirmed that the Commission currently has a \$1 million D&O policy per loss, per year. This means the \$1 million is not per Director, but per incident for the organization's Directors as a whole. The 1st and 2nd excess liabilities does not cover D&O and is only applicable to the Auto and Commercial and General Liability policies.

Administration received a quote to increase the D&O Liability policy from \$1 million to \$3 million at an increased cost of \$520 per year. The current cost for the \$1 million D&O policy is \$866 per year. Administration offered to arrange to increase the D&O policy to the \$3 million limit, subject to Board approval.

- 24-22** **Motion:** It was **Moved** by Councillor Kelly Vandenberghe that the Capital Region Southwest Water Services Commission Board of Directors direct Administration to increase D&O coverage to \$3 million at an increased cost of \$520 per year.

Motion Carried Unanimously

Regional Water Customers Group (RWCG)

A RWCG Steering Committee meeting was held on April 27, 2022. EPCOR provided a RWCG Cost of Service and Rate update which was attached to the report for reference. The 2021 actual unapproved rate is showing a savings of \$.01397/m³ below the interim approved rate and the 2022 rate is being forecast at a minor savings of \$0.027/m³ lower than the approved rate. The presentation was attached for reference.

The Steering Committee also circulated a March 8, 2022 Raftelis memo regarding the review of EPCOR's 2020 Actual Wholesale Water Rate. The memo was attached to the report for reference. Raftelis also presented a rate analysis and review at the meeting, which was also attached.

EPCOR also presented how their standards with regards to residential water use are changing. EPCOR has reduced their residential water standard to 220l/c/d as they are trending towards 160l/c/d. This reduction will have an impact on storage requirements and thus future water infrastructure requirement timings. This means that we will get more life out of our existing assets before upgrades are required. There is no immediate impact to Commission facilities as existing storage requirements are based on actuals. This would have an impact on future reservoir and pipeline construction as sizing new facilities would be based on updated projected flow requirements. This is of benefit to the Commission, as it will delay previously planned infrastructure upgrades, as identified within the current Master Plan.

EIA Reservoir 2

The Commission is still waiting on the EIA to return the FAC documents for Reservoir 2. Roger Steele has informed Administration that he is trying to get in contact with AECOM to get an engineer or someone else who worked on the project to sign off on the FAC. There has been no update since the last Board meeting.

Commission Facility Locates

Commission operators have completed 34 Utility Safety Partner locates to date this year on Commission facilities, as compared to 298 at the start of 2021. Administration believes the reduction in locates is due to providing Utility Safety

Partners with a shape file last year, which refined and gave better certainty with respect to the areas that require Commission locates. Mark D'aoust and the City of Leduc GIS team were commended for their hard work on this project.

Beaumont Digital Ball Camera

The smart ball project will be scheduled for late Summer or early Fall. Administration has reached out to the City of Beaumont to confirm adequate flows will be able to be maintained throughout the inspection. Administration has also decided to add a chamber around the insertion point and utilize the hot tap as an air relief chamber, as well as an access point for future inspections and as a flush point.

Orthophosphate Update

EPCOR has distributed their notification letters and have advised that communities are now free to start their orthophosphates communication programs to notify their residents and businesses that will be affected. At the previous Board meeting, member municipalities were made aware that they could contact the CRSWSC if they needed any communications materials for their customers. Members who require additional information or support are welcome to contact Mark D'aoust, Commission Operations Technician, if they have not already received information directly from EPCOR.

Ervick Development

The Ohaton extension is currently underway and staff, consultants and contractors are expected to be in touch with the Commission shortly to coordinate the communication of information back to the CRSWSC. At the current time they believe that the majority, if not all, underground infrastructure has been installed.

CRSWSC Emergency Alert April 20, 20

On April 20, 2022 EPCOR Water Services reported that a motor vehicle accident had caused significant damage to a Fortis Alberta's power pole, which feeds their booster station. As a result, the pole needed to be replaced. Fortis mobilized their crew and equipment and the repairs were extended into the later part of the afternoon. The pumps to the former Commission Boundary Pumping Station were offline until Fortis could finish repairs. The CRSWSC operators continued to monitor reservoir levels until the repair was completed at approximately 5:50 p.m. All reservoirs returned to normal fill operations and no communities were affected.

Nisku Booster Station Land Acquisition and RFP

The Land Agent, Bear Land Services, sent Agreements for the necessary temporary working space, right of ways, and access road and parking easements

required for the project to Leduc County on January 5, 2022. Leduc County Council approved these Agreements at the February 22, 2022 Council Meeting. Administration received signed documents on March 3, 2022 and will finalize the documents and arrange for registration with Alberta Land Titles once the Execution of the Option to Purchase for the land parcel for the Booster Station is received. This document was sent to Leduc County on April 6, 2022. There were some issues with Schedule A-1 and a revised schedule was issued to Leduc County on May 2, 2022, both of which were attached to the Manager's report.

Bear Land Services also prepared an Agreement for the working space needed on the GoRV lot. The Land Agent is currently negotiating on the space and cost of the working space directly with GoRV on the CRSWSC's behalf. A verbal agreement has been reached and Bear Land Services will be sending a formal Agreement to GoRV shortly.

The sitework for the geotechnical investigation is complete and the report is anticipated by the end of May. Detailed design is progressing. The 60% design submission was submitted to Administration on May 5, 2022 and a model review workshop was held on May 9, 2022. The Agreements have been signed with both Fortis and ATCO to relocate their overhead power lines and gas cabinets respectively.

Procurement for the project is expected to commence over the summer once the design is completed. As the next Board meeting is not until September, which will be after the procurement is completed, Administration had Associated Engineering present the Board with the current 3D model rendering (60% design rendering) of the project, to make sure the look of the project was aligned with the vision of the Board before it is procured. Administration incorporated feedback previously provided by the Board into the design. The final version that will have been tendered will be brought forward to the Board for information at the September 15, 2022 Board meeting.

There was an inquiry regarding whether natural gas was considered instead of diesel. Associated Engineering (AE) investigated this and most notably, the decision to go with diesel was related to site restrictions, considering that the lot is small and the building takes up significant space. The natural gas genset is larger and would result in the project extending over our site coverage maximums for the Development Permit. Administration and AE spent a lot of time discussing this and another important consideration was that diesel is more reliable in an emergency, as it is less likely to be impacted during a supply interruption like natural gas could.

A Board member inquired about staffing requirements for the Nisku Booster Station and working alone practices. Administration advised that staffing requirements will be similar to other CRSWSC facilities, which are visited by operators on a daily basis. The SCADA technology allows the operators to manage the facilities remotely; however, physical checks are still required to assist in the prevention of theft, etc. The operations and maintenance procedures also require a weekly inspection of generators, as well as a monthly safety inspection by a professional licensed mechanic. When working alone, Commission operators utilize an App called *CheckMate* which requires operators to check in every 2 hours. If the operator does not check in, the supervisor and security is immediately alerted.

The Nisku Booster Station project will be tendered in the Fall and will be open for several weeks. Administration advised that the tender has been advanced to allow lead time for contractors to order supplies and materials, given supply chain delays. Depending on the contractor's schedule, building demolition and abatement could begin in the Fall, should the contractor wish to gain a head start. The project is anticipated to take 18 months and currently has a budget of \$15 million. Unfortunately, it is anticipated that the project will come in over budget though, considering that general materials and supplies have increased 40%. Administration and Associated Engineering will update the Board once the estimate is revised.

The Commission is waiting to hear whether the grant applications were successful, which would cover a portion of the entire project. If the Commission receives grant funding for the project through Water for Life, it would fund a percentage of the overall project costs, including any solar panels. It was clarified that grant funding specifically towards the solar panel installation was not applied for as part of this project; however, this investment will be recovered through utility cost savings as the installation will cover the building load requirements, with exception of pump operations.

A Board member inquired about the Water Master Plan and what year of the plan the Commission is currently in. The Commission is currently within year 2 of the Master Plan, as it was completed in 2020. The next Water Master Plan is due to be completed in 2025. It was suggested that the Board may wish to consolidate the Water Master Plan and Strategic Plan into one document in the future, in the interest of cost savings. The Strategic Plan term is 2019 – 2023, although all 10 high priority items have been completed well before the 2023 timeline. The Board was asked to think about the suggestion to combine the Water Master Plan and Strategic Plan into one document, so this can be brought forward at the September 15, 2022 for further discussion.

- 25-22** **Motion:** It was **Moved** by Mayor Doug Peel that the Capital Region Southwest Water Services Commission Board of Directors receives as information the Manager’s Report as presented by Shawn Olson, Commission Manager, CRSWSC.

Motion Carried Unanimously

B. Treasurer’s Report

2022 Financial Update

The financial reports have been prepared up to April 30, 2022. After four months of operations, there should be approximately 67% of the budget remaining. Management expenses are under budget with 78% of the budget remaining and operating expenses are on track for the year with 68% of the budget remaining. Due to the timing of expenses, many of the expense line items remain unspent for the year.

Water Sales and Purchases

- Both water sales and purchases are on budget at 67%. To date the Commission has recorded a line loss of 2.86%.

Revenue Variances

- Interest earned on bank deposits and investments is projected to exceed the budget for the year, which is of benefit to the Commission. The Commission has earned \$93,000 in interest revenue year to date.

Expenditure Variances

- Legal fees are under budget with 87% of the budget remaining.
- Other Professional Fees are slightly over budget sitting at 46% due to the timing of the AGM and Board Orientation.
- Debenture interest and principal payments are made in June and December therefore no entries have been recorded for 2022.
- There are a number of line items with 100% of the budget remaining due to the timing of when work is completed and expenditures occur.
- Insurance has been paid in full for the year and is over budget due to an increase in property premiums over 2021. Insurance premiums are \$33,000 for 2022; the premium was \$23,000 in 2021. Finance had budgeted \$30,000 in anticipation of rate increases; however, this increase was much more than expected. Administration has since approached AMSC Insurance Services to inquire about the increase in premium, given that the Commission removed insurance on the Booster Station. Administration will report back at the September 15, 2022 Board meeting.

A Board member inquired whether the Commission would consider self-insuring, given continual premium increases. Administration advised against this due to the high level of liability and risk, and suggested that there may instead be opportunity to increase deductibles in return for a reduction in premiums. Administration will complete a risk analysis of self-

insurance and increased deductible scenarios and will bring this information forward at the September 15, 2022 Board meeting.

Capital Expenditures

Capital expenditures are below budget with 99% of the overall budget remaining due to timing of capital projects.

Regional Water Customers Group (RWCG)

The RWCG met on April 27, 2022; EPCOR provided a RWCG Cost of Service and Rate update, which was attached to the Managers Report. The 2020 and 2021 rates are unapproved but are projected to be as follows. The 2020 unapproved actual rate is \$0.96/m³ which is \$0.01/m³ higher than the interim rate of \$0.095/m³ which will result in a balance owing to EPCOR from the balancing fund. The 2021 unapproved actual rate is \$0.8703/m³ which is \$0.1397 less than the interim rate of \$0.95/m³ which will result in a refund to the balancing fund. When the rates are approved the RWCG settlements will be processed through the balancing fund. Administration advised that they have now received a letter on Monday, May 16, 2022 confirming the 2020 rate, as referenced above.

- 26-22** **Motion:** It was **Moved** by Councillor Doug Lyseng that the Capital Region Southwest Water Services Commission Board of Directors receive as information the Treasurer's Report as presented by Lauren Padgham, Treasurer, CRSWSC.

Motion Carried Unanimously

6. UNFINISHED BUSINESS

There were no unfinished business items presented.

7. NEW BUSINESS

There were no new business items presented.

8. NEXT MEETING

The next regular meeting of the Capital Region Southwest Water Services Commission is scheduled for September 15, 2022.

Professional development opportunities were discussed. Several Board members and members of Administration plan to attend the WEFTEC conference in New Orleans, Louisiana from October 8 - 12, 2022. Board members were asked to let Administration know by June 10, 2022 if they are interested in attending, so Administration can assist with coordinating travel arrangements. The Town of Calmar Board members will be attending the Canadian Water Summit conference from June 1 – 3, 2022 and will provide a brief conference report at the following September 15, 2022 Board meeting.



9. ADJOURNMENT

27-22 **Motion:** It was **Moved** by Mayor Bill Daneluik to adjourn the meeting at 6:49 p.m.

Motion Carried Unanimously

CHAIRMAN

MANAGER

Draft

**LEDUC REGIONAL HOUSING FOUNDATION
MINUTES OF THE BOARD MEETING
ADMINISTRATION BOARDROOM
Thursday, May 26, 2022**

ATTENDANCE:

Directors Present:

Sean Carnahan	Town of Calmar
Cory Gilbert	Town of Thorsby
Rick Hart	Village of Warburg
Ray Scobie	Leduc County
Kathy Barnhart	City of Beaumont
Brian Bowles	Town of Devon

Directors Absent:

Bill Hamilton	City of Leduc
Susan Young	Member at Large
Tanni Doblanko	Leduc County

Administration Present:

Margot Hagarty	Executive Director
Donna Cygan	Administrative Assistant
Tammy van Ooyen	Corporate Service's Manager (Presentation)
Sladjana Zec	Acting Tenant Services (Presentation)
Stuart Fehr	Asset Manager (Presentation)

Administration Absent:

Raymond Chan	Finance Manager (Presentation)
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1.0 CALL TO ORDER

K. Barnhart, called the meeting to order at 5:35 p.m.

2.0 ADOPTION OF AGENDA

Resolution 6322/23: Moved by R. Scobie to approve the agenda as presented.

Motion . . . Carried

3.0 Senior Management Presentation – Strategic Pillars Action Plans

Quarterly presentation by Senior Leadership Team identifying action plans supporting the 4 Strategic Priorities (Pillars) identified in the 5 Year Strategic Plan (2021-2025). Following the presentation there was an open discussion with thoughts and suggestions. M.Hagarty thanked everyone for their hard work as this work is above and beyond their operational roles.

4.0 Minutes

4.1 Board Meeting – February 24, 2022

Resolution 6322/24: Moved by R. Hart to approve the minutes of March 24th, 2022. It was noted that Board meeting document were signed prior to Board approval. Confirmed appropriate minutes attached and processes of signatures to be reviewed.

5.0 Consent Agenda

S. Carnahan asked for the removal and discussion of items 5.10 and 5.11 from the consent Agenda.

Resolution 6322/25: B.Bowles moved to accept the Consent Agenda items 5.1-5.9 and 5.12.

Motion . . . Carried

5.10 S.Carnahan made reference to the reduction of Covid funding announcement in the document questioning whether this will lead to a hardship on operations. M. Hagarty advised the loss of Covid Funding would not affect operations as per the MOH Letter to Operators for Planeview. It would affect Cloverleaf financials as it has been supporting our drop in vacancies initiated by Covid and that facility has not recovered.

5.11 S. Carnahan questioned whether our vaccination policy includes the boosters. The Mandatory vaccination policy continues to be in place based on Board decision in March to maintain and review 6 months from March. Vaccination policy is written to incorporate current vaccination policies, which now include 3 booster. All staff are requested to receive booster and show proof of this vaccination at this time.

6.0 Business

Resolution 6322/26: B.Bowles made a motion to defer 6.1 to the next meeting.

Motion . . . Carried

6.2 Governance Review Tool – Submissions to be collated and reviewed at the next Governance Committee.

6.3 RFP for Needs Assessment –

Resolution 6322/27: B.Bowles made a motion for M. Hagarty to access up to \$50,000.00 from Central Services Maintenance Reserve Fund for a Needs Assessment and to review options of CMHC grants to support this work.

Motion . . . Carried

6.4 Scheduled Meetings with Municipalities

Meetings for M. Hagarty to attend council meetings have been booked for Leduc County, Leduc City, City of Beaumont and Town of Warburg. C. Gilbert invited M. Hagarty to the Thorsby Town Council Meeting on August 9, 2022.

S. Carnahan invited M. Hagarty to the June 6th Calmar Council Meeting and B. Bowles suggested getting in touch with the Town of Devon CAO Tony Kulbinsky.

6.5 Identified Projects/Negotiations for 2023-2025 Business Plan

In preparation of writing the business plan M. Hagarty presented the following properties/projects that would be addressed: Beaumont - redevelop the seniors self-contained into a mixed income building with services on first floor. Planeview redevelopment - review the redevelopment with a hub concept. Goldage seniors self-contained (Leduc), Westgrove seniors self-contained (Leduc), and Goldring Manor (Devon) discuss the potential for asset devolution. Thorsby - meet up with local business to identify if there is an appetite for affordable housing partnership.

R. Hart expressed concern about losing Cloverleaf Manor in the Village of Warburg. M. Hagarty assured him this was not the case, and that Cloverleaf is to remain status quo. The GoA has confirmed that if there is any show of interest in one of the properties from an external source we would be given first priority.

6.6 Board Mileage

Report was identified as incomplete. Document will be reviewed, amended, and sent out to Board members for final approval.

Resolution 6322/28: R. Hart made a motion to approve the Board Mileage as amended during discussion.

Motion . . . Carried

7.0 Reports:

7.1 Board Chair Report – verbal update; busy with the Strategic Planning and the Municipal Conversation. Lots of hard work going on. Leduc County has appointed T. Doblanko as Leduc County Board Member following the resignation of R. Smith.

7.2 Executive Director Report – highlighted the written report.

7.3 Financial Snapshot – reviewed by M. Hagarty

7.4 Waitlist – was not available at this time.

7.5 Municipal Updates: nothing to report at this time

8.0 In-Camera Session – nothing at this time

9.0 Correspondence – Board Member resignation and thank you card from S. Jolly.

10.0 Next Meetings & Events

Finance Committee Meeting

Thursday, June 9, 2022
Administration Office, Leduc
Meeting at 5:00 p.m.

Governance Committee Meeting

Thursday, June 16, 2022
Administration Office, Leduc
Meeting at 5:30 p.m.

Board Meeting

Thursday, June 23, 2022
Administration Office, Leduc
Meeting at 5:30 p.m.

Cloverleaf Manor Open House

Wednesday, September 7th, 2022
Cloverleaf Manor, Warburg
3:00 p.m. – 7:00 p.m.

Governance Committee Meeting

Thursday, September 8th, 2022
Administration Office, Leduc
Meeting at 5:30 p.m.

Cloverleaf Manor Open House

Wednesday, September 10th, 2022
Cloverleaf Manor, Warburg
11:00 a.m. – 2:00 p.m.

Planeview Place Wine & Cheese

Wednesday, September 14th, 2022
Planeview Place, Leduc
7:00 p.m – 9:00 p.m

Finance Committee Meeting

Thursday, September 15th, 2022
Administration Office, Leduc
Meeting at 5:00 p.m

Board Meeting

Thursday, September 22nd, 2022
Administration Office, Leduc
Meeting at 5:30 p.m

Organizational Meeting & Orientation

Thursday, October 27th, 2022
Administration Office, Leduc
Meeting at 5:30 p.m

11.0 Adjournment

R.Hart adjourned the meeting at 7:34 p.m.

MINUTES APPROVED BY BOARD OF DIRECTORS

23rd DAY OF JUNE, 2022

Margot Hagarty, Executive Director

Kathy Barnhart, Board Chair



Financial Snapshot

April 30, 2022

DRAFT

Central Services	Units Occ.	YTD Actual	YTD Budget	Variance	% Variance	YTD Prior Year
Total Revenue YTD		\$ 706,436	\$ 705,261	\$ 1,175	0%	\$699,067
Total Operating Expenses YTD		\$ 582,362	\$ 683,711	\$ 101,349	15%	\$704,231
Net Operating Surplus (Deficit) YTD		\$ 124,074	\$ 21,550	\$ 102,524		(5,164)
Supportive Living - Units	72.93%	YTD Actual	YTD Budget	Variance	Variance	YTD Prior Year
Average Resident Revenue per Unit per Month YTD		\$ 1,197	\$ 1,256		-5%	
Total Revenue YTD		\$ 1,385,333	\$ 1,292,082	\$ 93,251	7%	\$1,540,221
Total Operating Expenses YTD		\$ 1,314,535	\$ 1,318,552	\$ 4,017	0%	\$1,321,298
Net Operating Surplus (Deficit) YTD		\$ 70,798	\$ (26,470)	\$ 97,268		\$218,923
Affordable Housing - Units	92.26%	YTD Actual	YTD Budget	Variance	Variance	YTD Prior Year
Average Tenant Revenue per Unit per Month YTD		\$ 838	\$ 813		3%	
Total Revenue YTD		\$ 522,939	\$ 500,667	\$ 22,272	4%	\$520,404
Total Operating Expenses YTD		\$ 304,411	\$ 303,929	\$ (482)	0%	\$349,677
Net Operating Surplus (Deficit) YTD		\$ 218,528	\$ 196,738	\$ 21,790		\$170,727
GoA Housing Portfolio:		YTD Actual	YTD Budget	Variance	Variance	YTD Prior Year
Total Revenue YTD		\$ 980,475	\$ 929,730	\$ 50,745	5%	\$890,692
Total Operating Expenses YTD		\$ 940,683	\$ 924,739	\$ (15,944)	-2%	\$843,815
Net Operating Surplus (Deficit) YTD		\$ 39,792	\$ 4,991	\$ 34,801		\$46,877
Seniors Self-Contained Apartments- Units	95.88%	YTD Actual	YTD Budget	Variance	Variance	YTD Prior Year
Average Tenant Revenue per Unit per Month YTD		\$ 623	\$ 614		1%	
Total Revenue YTD		\$ 425,197	\$ 407,500	\$ 17,697	4%	\$418,030
Total Operating Expenses YTD		\$ 439,046	\$ 440,598	\$ 1,552	0%	\$404,317
Net Operating Surplus (Deficit) YTD		\$ (13,849)	\$ (33,098)	\$ 19,249		13,713
Community Housing - Units	100.00%	YTD Actual	YTD Budget	Variance	Variance	YTD Prior Year
Average Tenant Revenue per Unit per Month YTD		\$ 367	\$ 358		2%	
Total Revenue YTD		\$ 94,928	\$ 82,869	\$ 12,059	15%	\$91,630
Total Operating Expenses YTD		\$ 110,921	\$ 114,141	\$ 3,220	3%	\$114,181
Net Operating Surplus (Deficit) YTD		\$ (15,993)	\$ (31,272)	\$ 15,279		(\$22,551)
Rent Supplements & Other		YTD Actual	YTD Budget	Variance	Variance	YTD Prior Year
Total Rent Supplements Paid YTD		\$ 390,716	\$ 370,000	\$ (20,716)	-6%	\$325,317
Miscellaneous Income YTD		\$ 270	\$ -	\$ -	N/A	\$59
Total Expenses YTD		\$ 390,716	\$ 370,000	\$ (20,716)	-6%	\$325,317
Net Operating Surplus (Deficit) YTD		\$ 270	\$ -	\$ -		\$59
Other						
AHSC Funding YTD		\$ 69,364	\$ 69,361	\$ (3)	0%	\$55,656
Private Landlord - Units	41	Average	Maximum			
Subsidy provided per Unit YTD		\$ 548	N/A			
Direct to Tenant - Units	167	Average	Maximum			
Subsidy provided per Unit YTD		\$ 402	\$ 450			