

**TOWN OF CALMAR REGULAR COUNCIL MEETING TO BE HELD
VIRTUALLY ON AUGUST 15, 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 – None
	5.	Adoption of Minutes a) Regular Council Meeting – July 18, 2022 b) Special Meeting of Council – August 08, 2022
	6.	Unfinished Business – None
	7.	Bylaws or Policies a) Draft Procurement Policy – Discussion Only
	8.	New Business a) Acting CAO Melesko – EV Charging Station Update – Discussion Only b) Acting CAO Melesko RFD – Enmax Contract Renewal c) Acting CAO Melesko RFD – Purchase of Land from Thomas Six d) CDC Thomas RFD – Calmar Recreation Grounds Proposals – Discussion Only e) CDC Thomas RFD – Letter of Support for Market on Main
	9.	Financial a) Budget Variance Report
	10.	Department Reports – None
	11.	Council and Committee Reports a) Mayor Carnahan b) Councillor Gardner c) Councillor Faulkner d) Councillor Benson e) Councillor McKeag – Not Provided
	12.	Action Items – None
	13.	Correspondence a) Town of Devon – Invitation to Treaty Six Day Ceremony and Community Celebration b) Minister of Justice & Solicitor General – New Website on the Future of Provincial Policing c) Ukrainian Canadian Congress – Ukrainian Independence Day 2022 & Alberta Ukrainian Canadian Heritage Day 2022 d) Orphan Well Association – Annual Report Letter e) Leduc & District Food Bank – Funding Request for Budget Year 2023
	14.	Clarification of Agenda Business – (Open mic)
	15.	Closed Session – None
	16.	Adjournment

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY JULY 18, 2022**

Access Code: 211-016-493

1. **CALL TO ORDER:** Mayor Carnahan called the Regular Council Meeting of July 18, 2022, to order at the hour of 7:00 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, McKeag Reber, Benson, CAO Losier, DPW Melesko, CSM Bryans, & CDC Thomas

2. **ADOPTION OF AGENDA:**

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

**CARRIED
R-22-07-0314**

3. **PUBLIC HEARINGS:** None

4. **DELEGATIONS:** None

5. **ADOPTION OF MINUTES:**

- a) **Regular Council Meeting** – June 20, 2022

Moved by Councillor McKeag Reber that the minutes of the Regular Council Meeting of June 20, 2022, are hereby approved as presented.

**CARRIED
R-22-07-0315**

- b) **Special Meeting of Council** – June 27, 2022

Moved by Councillor Benson that the minutes of the Special Meeting of Council of June 27, 2022, are hereby approved as presented.

**CARRIED
R-22-07-0316**

6. **UNFINISHED BUSINESS:** None

7. **BYLAWS or POLICIES:**

- a) CDC Thomas RFD – Adult Picnic Tables Policy

Moved by Councillor McKeag Reber that Council pass a motion to approve the updated policy #2022-097.

**CARRIED
R-22-07-0317**

8. **NEW BUSINESS:**

- a) CAO Losier RFD – Mental Health & Wellness Day

Moved by Councillor Faulkner that Council approves that permanent staff should be entitled to a 1 health and wellness day in August 2022. Should a staff choose to not take advantage of this day, it will not be carried over or paid out.

**CARRIED
R-22-07-0318**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY JULY 18, 2022**

Access Code: 211-016-493

- b) CAO Losier RFD – Amendment to the Land Use Bylaw – Discussion Only

Recess @ 8:06 pm
Reconvene @ 8:15 pm

- c) DPW Melesko RFD – Sale of Wastewater

Moved by Mayor Carnahan that Council pass a motion to approve the selling price of \$3.00/m³ for the sale of Town of Calmar treated wastewater.

CARRIED
R-22-07-0319

- d) CSM Bryans RFD – Late Payment Penalty Waiver

Moved by Councillor Faulkner that Council pass a motion to leave the penalty stand and have administration advise the rate payer of the decision and that in future envelopes must be postmarked prior to June 30th to have any penalties waived.

CARRIED
R-22-07-0320

- e) Policing in Alberta – Discussion Only

- f) Tax Deferral Bylaw – Discussion Only – *Addition to Agenda*

9. FINANCIAL:

- a) Budget Variance Report

Moved by Councillor Faulkner that the budget variance report is hereby accepted as information.

CARRIED
R-22-07-0321

10. DEPARTMENT REPORTS: None

11. COUNCIL AND COMMITTEE REPORTS:

- a) Councillor Gardner
b) Councillor Faulkner
c) Councillor McKeag Reber

Moved by Councillor McKeag Reber that the reports are accepted as information.

CARRIED
R-22-07-0322

12. ACTION ITEM: None

13. CORRESPONDENCE:

- a) Millet Harvest Fair Parade
b) Devon & District Chamber of Commerce Golf Tournament Aug 19,2022

Moved by Councillor Benson that the correspondence is hereby accepted as information.

CARRIED
R-22-07-0323

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD VIRTUALLY
ON MONDAY JULY 18, 2022**

Access Code: 211-016-493

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 Gardner that the Regular Council Meeting temporarily adjourn, and sit in Closed Session at this time being 8:51pm.

**CARRIED
R-22-07-0324**

CAO Losier, CSM Bryans remained in Chambers for the closed session.

Moved by Councillor Faulkner that the Regular Council Meeting reconvene from closed session at this time being 8:58 pm.

**CARRIED
R-22-07-0325**

Moved by Mayor Carnahan that the CAO use of vacation time follows the HR Policy #2017-026.

**CARRIED
R-22-07-0326**

16. ADJOURNMENT:

The Regular Council Meeting adjourned at 8:59 pm.

These minutes signed this 15th day of August 2022.

Mayor Carnahan

CAO Losier

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON AUGUST 08, 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 August 08, 2022, to order at the hour of 7:00 pm.

PRESENT: Mayor Carnahan, Councillors Gardner, Faulkner, Benson, McKeag Reber, CAO Losier, Acting DCS Bryans and Mr. Patrick Shaver

2. **ADOPTION OF AGENDA:**

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

Addition of closed session - personnel

**CARRIED
R-22-08-0327**

3. **PUBLIC HEARING**

- a) PCPS RFD - Bylaw #2022-18 – Amendment to Land Use Bylaw

Public Hearing opened @7:02pm

The Applicant made a short presentation to Council. There were no participants from the public in attendance.

Public Hearing closed @ 7:14 pm

4. **BYLAW OR POLICIES**

- a) CAO Losier RFD – Bylaw #2022-19 Amendment to Land Use Bylaw, Section 9.18.1 DC – Direct Control District

Moved by Councillor McKeag Reber that Bylaw #2022-19, Amendment to Land Use Bylaw, is hereby given first reading.

**CARRIED
R-22-08-0328**

- b) CAO Losier RFD – Bylaw #2022-20 Amendment to Land Use Bylaw, Section 7.19 Parking and Loading Regulations, Section 8.37 Signs in the C1, C2, M1 & M2 Districts and Section 9.13 C2 – Commercial (highway) District

Moved by Councillor Gardner that Bylaw #2022-20, Amendment to Land Use Bylaw, is hereby given first reading.

**CARRIED
R-22-08-0329**

- c) CAO Losier – Bylaw #2022-18 – Amendment to Land Use Bylaw

Moved by Mayor Carnahan that Bylaw #2022-18, Amendment to Land Use Bylaw, is hereby given second reading.

**CARRIED
R-22-08-0330**

Moved by Councillor Benson that Bylaw #2022-18, Amendment to Land Use Bylaw is hereby given third reading.

**CARRIED
R-22-08-0331**

**SPECIAL MEETING OF COUNCIL TO BE HELD
VIRTUALLY ON AUGUST 08, 2022
COMMENCING AT 7:00 PM
GoToMeeting
Public Access Code: 738-393-413**

5. **NEW BUSINESS:** None

6. **CLOSED SESSION:**

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

Moved by Councillor Faulkner that the Special Meeting of Council temporarily adjourn, and Council sit in Closed Session at this time being 8:16pm.

**CARRIED
R-22-08-0332**

CAO Losier and Acting DCS Bryans remained in Chambers for the Closed Session

Councillor Faulkner left the Special Meeting of Council @ 8:38pm

Moved by Mayor Carnahan that the Special Meeting of Council reconvene from closed session at this time being 9:14pm.

**CARRIED
R-22-08-0333**

Moved by Councillor Benson that administration is instructed to advertise the two positions as soon as possible.

**CARRIED
R-22-08-0334**

7. **ADJOURNMENT:**

The Special Council Meeting adjourned at 9:15pm.

These minutes signed this 15th day of August 2022.

Mayor Carnahan

CAO Losier



POLICY

POLICY No. 2022-XXX
TITLE: Procurement Policy

APPROVAL DATE: SEPTEMBER XX, 2022

DEPARTMENT: ADMINISTRATION
MAYOR: _____

REVISION DATE:
CAO: _____

Purpose:

The purpose of this Policy is to:

1. To provide direction and guiding principles for the Procurement of Goods and Services; and
2. Ensure that Procurement of Goods and Services are in compliance with:
 - a. The Municipal Government Act (MGA)
 - b. Agreement on Internal Trade (AIT), MASH Annex 502.4;
 - c. New West Partnership Trade Agreement (NWPTA);
 - d. Any subsequent federal or provincial/legislation, regulations, or agreements governing municipal procurement; and
 - e. All Town policies, bylaws and established procedures governing Administrations activities, roles, and duties.

Scope:

This policy applies to all members of Administration and Vendors wishing to participate in any Procurement process for the Town of Calmar.

Definitions:

- **Administration** - means the employees of the Town under the direction of the CAO
- **Award** - means the selection of a vendor to provide goods and/or services to the Town
- **CAO** - means the Chief Administrative Officer of the Town
- **Council** - means the Town of Calmar's Council duly assembled
- **Emergent need** - means when a lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involves an imminent threat to public or staff safety.

- **Goods** - means in relation to a Procurement, moveable property (including the cost of installing, operating, maintaining, or manufacturing such moveable property) and includes supplies, materials, raw materials, products, equipment, and other physical objects of every kind and description whether in solid, liquid, gaseous or electronic form. For the purpose of this policy Goods does not include land.
- **Procurement** – means the acquisition by any means, including by purchase, rental, or lease of Goods and/or Services
- **Services** - means all services to be supplied to the Town, including construction and consulting
- **Town** - means the Town of Calmar
- **Vendor** - means an individual, firm, partnership or proprietorship, supplier, contractor, architect, consultant, bidder or tenderer

Guiding Principles:

The implementation of this policy will be done in accordance with these guiding principles:

Open/fair competitions:

- a) The Policy will promote and maintain the integrity of the Procurement process and protect Council, Administration, and Vendors involved in the process, by providing clear direction and accountability
- b) The Town will maintain an open, transparent, and accessible procurement function, treating Vendors fairly and equitably
- c) Administration must ensure that all Vendors and potential Vendors are treated equally under this Policy and all Procurement procedures and that neither an advantage nor disadvantage is created
- d) Administration is to exercise caution when dealing with Vendors or potential Vendors where there is the possibility or perception of a conflict of interest, either through a direct or indirect relationship of any kind. Such Vendor will not be disqualified due to the existence of such a conflict of interest provided that it is identified, recorded and acknowledged at the outset and proper precautions have been exercised to limit any such conflict of interest
- e) Town procurement documents will specify the requirement for Vendors to declare that there are no conflicts of interest or provide details of any actual or potential perception of conflicts of interest with Town employees or elected officials

Sustainability:

- a) The Town is committed to the Procurement of Goods and Services that are environmentally and ethically preferred wherever practical and economically feasible, where doing so will not significantly affect the intended use of the Goods and Services
- b) In evaluating Goods and Services, Administration shall take into consideration factors such as durability, reusability; level of post-consumer waste and/or recyclable content, and recognized third party eco/ethical certification

Best value consideration:

- a) The Town encourages the consideration of overall cost in the Procurement of Goods and Services, including but not limited to:
 - i. acquisition costs,
 - ii. operating costs,
 - iii. life cycle costing,
 - iv. salvage value,
 - v. availability,
 - vi. serviceability, and
 - vii. delivery.
- b) The Town will consider and evaluate the relevant price and non-price factors prior to commencing the competitive process. Purchases shall be at the best value to the Town consistent with the required quality and service and factors such as price, availability, warranties, quality and serviceability shall be considered in determining the best value to the Town.

Procurement methods:

Administration will utilize the following methods:

Competitive methods:

- a) Request for information (RFI) – process used to gather information to help make a decision on the next steps that should be taken by the Town.
- b) Request for Proposal (RFP) – process used for the provision of services or completion of a given project which provides the vendor with an opportunity to bid on the work or service using their unique skills where price may not be the primary factor in evaluation. There will be a public opening for request for proposal’s submissions for capital purchases.
- c) Request for Tenders (RFT) – process used when price is the main award factor once submissions are determined to be technically compliant. There will be a public opening for request for tender’s submissions.

Non-competitive methods:

- a) Negotiated methods
 - i. Telephone solicitation – process used to call potential vendor(s) to obtain a verbal quote for goods and/or services.
 - ii. Written quote – process used to obtain a written quote from potential vendor(s) for goods and/or services.
- b) Selective method:
 - i. In some cases, the Town may procure certain services and goods through one company, without obtaining prices from several sources. This arrangement is established due to the uniqueness, quality and/or type of services or goods provided by the company. Periodically, the Town will review these arrangements to ensure quality standards are maintained and pricing remains competitive.

- ii. Request for pre-qualification (RFPQ) – process used to select a vendor based on qualifications rather than price.

Procurement process:

Administration will utilize the following methods:

Type of purchase	Value	Procurement method
Goods and/or Services	Below \$10,000	Non-competitive: Negotiated method - telephone solicitation
	From \$10,000 and up to \$25,000	Non-competitive: Negotiated method – written quotes
	From \$25,000 and up to \$75,000	Non-competitive: Negotiated method – telephone solicitation
	\$75,000 and over	Competitive method; or Non-competitive – Selective method with Request for pre-qualification
Construction	Below \$200,000	Competitive method; or Non-competitive – Selective method Request for pre-qualification
	\$200,000 and above	Competitive method

Policy Responsibilities:

The implementation of this policy will require the following:

Council responsibilities:

- c) Approve the policy.
- d) Approve the Town’s annual budget

CAO responsibilities:

- a) Direct Administration to develop the necessary administrative directives and procedures to implement this policy.
- b) Ensure that expenditures incurred by the Town are authorized in the annual budget or approved by resolution of Council.
- c) Ensure compliance to this policy and other Town policies.

Monitoring and updating

- a) This policy will be posted on Town’s website.
- b) This policy will be reviewed at least once every four (4) years.



Town of Calmar

Update to Council

Meeting:	Regular Council
Meeting Date:	August 15, 2022
Originated By:	Acting CAO Melesko
Title:	Electric Car Chargers
Approved By:	CAO Losier
Agenda Item Number:	8 A

This is just an update to Council on the status of the Vehicle Charging Stations. The stations are installed, Fortis has installed the new power pole and feed for the stations. In the time prior to having the stations energized someone has stolen the copper wire filling/plugins. We are now waiting for the repairs to be made prior to final hook up. Paving around the chargers will be completed within the week.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	August 15, 2022
Originated By:	Acting CAO Melesko
Title:	Enmax Contracts Electricity & Gas
Approved By:	CAO Losier
Agenda Item Number:	8 B

BACKGROUND/PROPOSAL:

The contracts with Enmax for Town of Calmar Electricity and Natural Gas both are up for renewal Feb. 23, 2023 (Electricity), Mar31, 2023 (Gas).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

After review of the Enmax contracts and speaking with Alberta Municipalities regarding the Power + program we will be looking to move our service providers over to Power + in the future. However, as the program has already gone through the commitment portion for the first round, we will remain with Enmax for the upcoming 2 years then switch to the power + program. The current rate with Enmax is .05567/kWh, the new proposed Rate will be .08864/kWh. For Natural gas Current rate is \$2.19/GJ, the new proposed rate \$4.90/GJ.

Please **NOTE** that these are indicative prices and may vary based on the market rate on date of signing

COSTS/SOURCE OF FUNDING (if applicable)

Electricity - 08864/kWh
Natural Gas - \$4.90/GJ

RECOMMENDED ACTION:

Council pass a motion to direct Administration to enter into a two year contract with Enmax for the provision of Electricity and Natural Gas

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	August 15, 2022
Originated By:	Acting CAO Melesko
Title:	Thomas-Six Properties Ltd. Land Purchase
Approved By:	CAO Losier
Agenda Item Number:	8 C

BACKGROUND/PROPOSAL:

A proposal has been brought forward from a property owner for the sale of their land to the Town of Calmar. The Property being owned by Thomas – Six Properties Limited.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The land located within the SW25-49-25-W4, and being the most southerly Approx 66ft.north – south, approx. 2620ft. east – west. This land in its current state is land locked by surrounding landowners, Thomas Creek developments (North), CP Rail (South & East) Leduc county (West). The land is desirable to the Town of Calmar as an access carriage way which will provide for the extension of the Towns Walkways Plan in the future.

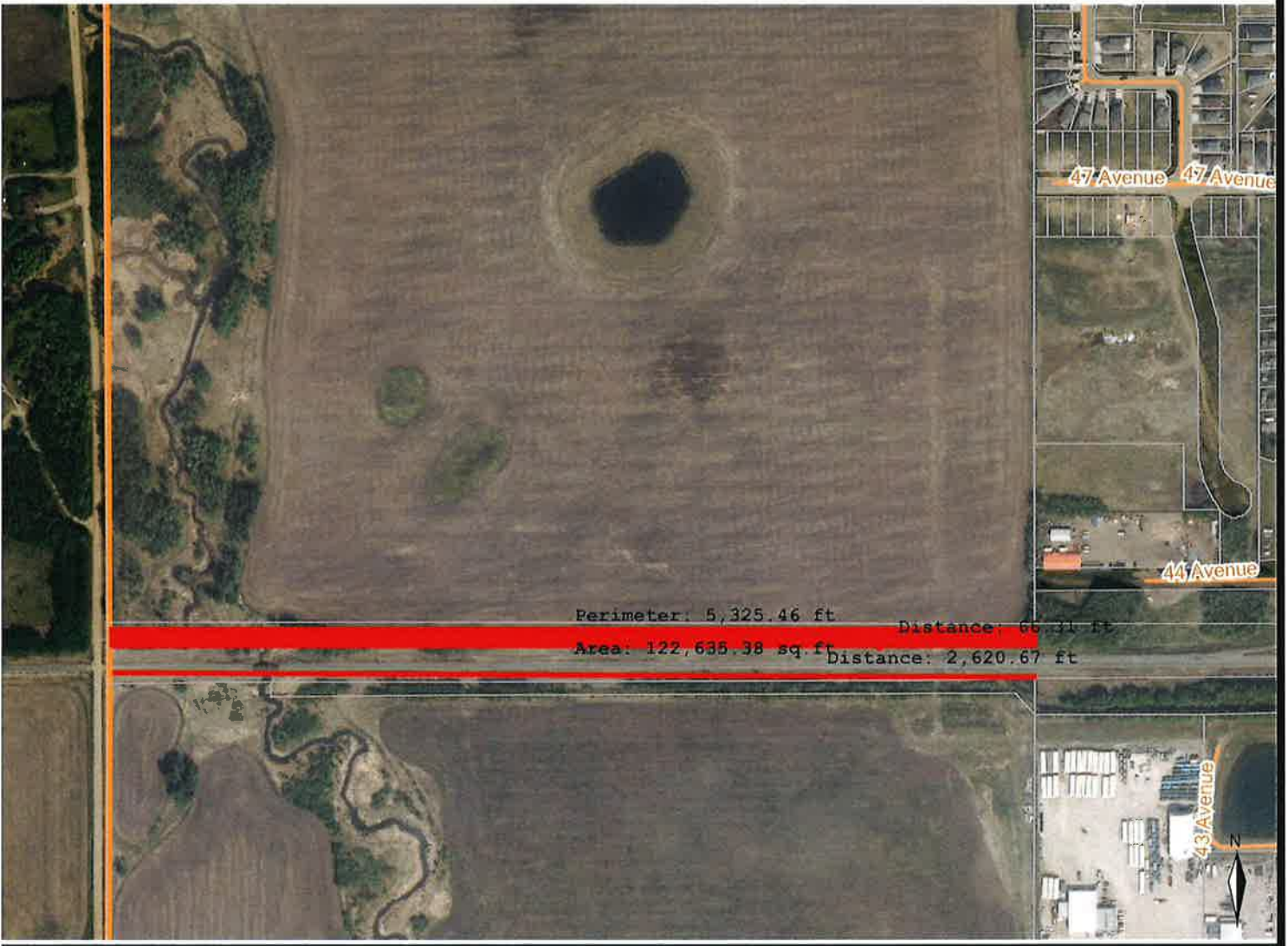
COSTS/SOURCE OF FUNDING (if applicable)

The asking price for the Land is \$5,000.00 (five thousand dollars) + the Town would be required to pay all costs associated with the sale.

RECOMMENDED ACTION:

Council pass a motion to direct Administration to have the property surveyed and enter into a purchase agreement with the Thomas – Six Properties Ltd.

Map Title - Subtitle



as to the completeness, timeliness and accuracy of the information
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Town of Calmar

Request for Discussion (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	August 15, 2022
Originated By:	CDC Thomas
Title:	Calmar Recreation Grounds Proposal Presentation
Approved By:	Chief Administrative Officer, Losier
Agenda Item Number:	8 D

BACKGROUND/PROPOSAL:

At the July 18th regular Council meeting, Council identified the need to review the proposals available for the Calmar Recreation Grounds in preparation for Budget 2023.

The Calmar Recreation Grounds currently host three ball diamonds, a covered picnic area, a parking lot, a playground, and trails in addition to underutilized green space.

This area has been under consideration for over a decade by Council and administration. Administration has conducted two separate consultation processes. First in 2015 and again starting in 2019. The most recent process has been in partnership with Select Engineering who faced delays due to the COVID-19 pandemic. This process has been further delayed by changes in administration. Select has provided a drainage assessment as well as concept design services. This has resulted in the following attached proposals.

The Recreation Board has reviewed these proposals and would like to recommend to Council Concept F for the Calmar Recreation Grounds.

Concept F includes:

- Four ball diamonds
- RV/parking space
- Use of existing playgrounds
- Multi-use building

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration recognizes the following strategic goals as they relate to these considerations:

Recreation Master Plan 2020

- 2.B.1 Designate Zolner Park(Calmar Recreation Grounds) as the center for outdoor active recreation.
- 2.B.3 Upgrade the equipment at the skate park and consider relocating to Zolner Park(Calmar Recreation Grounds) to accommodate a new pavilion or amphitheater at Woodland Park.
- 2.B.5 Add active recreation amenities to Zolner Park(Calmar Recreation Grounds). Amenities should include a ball diamond, soccer field, and pickleball court (in addition to relocated outdoor rink and skateboard park).
- 2.B.11 Consider acquiring properties to connect Zolner Park(Calmar Recreation Grounds) and Woodland Park.
- 2.C Upgrade outdoor facilities as described in Appendix F.

Town of Calmar Strategic Plan 2020-2024

- 2.3.2 Mission - Abundant recreation opportunities
- 3.3.1 Recreational Opportunities - Formulate recreation master plan & Recreation opportunities that align with their needs
- 3.3.3 Future Development b) - Find alternative uses for contaminated land Provide opportunities for recreation such as soccer, football, ball diamonds, dog parks, campgrounds.

Furthermore, Administration recognizes this Council increased focus on Public Engagement. The proposals reflect the data collection efforts of Select Engineering with input from the Recreation Board as well as Administration seized with the Recreation Master Plans survey responses.

This project reflects a multi-million-dollar investment in infrastructure and long-term service levels. Administration recognizes the existing efforts and contributions made by Select Engineering and seeks clarification on next steps. Administration seeks Council consideration on council priorities as it prepares for budget 2023 and beyond pertaining to the Calmar Recreation Grounds.

COSTS/SOURCE OF FUNDING (if applicable)

NA

RECOMMENDED ACTION:

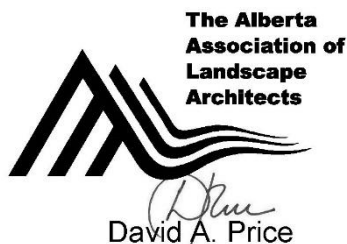
Administration seeks Council consideration on council priorities as it prepares for budget 2023 and beyond pertaining to the Calmar Recreation Grounds.

ZOLNER PARK

Town of Calmar

Site Drainage Assessment Opportunities and Constraints Report

DRAFT



Sports + Recreation Leader
Senior Landscape Architect
Direct: 780 701-7563 Cell: 780 660-6834
Email: dprice@selecteng.ca

Select Engineering Consultants

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Prepared for: Town of Calmar
Presented by: Select Engineering Consultants Ltd.
Date: December 23, 2021
20211221_Zolner Park_Drainage Assessment_DRAFT

Disclaimer

The attached Report has been prepared by Select Engineering Consultants Ltd. on behalf of the Client in accordance with the agreement between Select Engineering Consultants Ltd. and Client for the services described in the Report (the "Agreement"), and is subject to the budgetary, time and other constraints and limitations set forth in the Agreement.

The information and data contained in the Report, including without limitation the results of any inspections, sampling, testing and analyses and any conclusions or recommendations of Select Engineering Consultants Ltd. (the "Information"), represent Select Engineering Consultants Ltd.'s professional judgment in light of the knowledge and information available to it at the time of preparation of the Report. Select Engineering Consultants Ltd. has not updated the Report since the date that the Report was prepared. Further, Select Engineering Consultants Ltd. has relied upon the accuracy of the information provided to Select Engineering Consultants Ltd. by the Client in order to prepare the Report and Select Engineering Consultants Ltd. has not independently verified the accuracy of such information, nor was it required to do so. Thus, Select Engineering Consultants Ltd. shall not be responsible for any events or circumstances that may have occurred since the date on which the Report was prepared which may affect the information contained therein, or for any inaccuracies contained in information that was provided to Select Engineering Consultants Ltd. by Client.

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List of Appendices

Appendix A

- Existing Conditions
- Existing Drainage Patterns
- Concept Option A
- Concept Option B
- Concept Option C
- Concept Option D

1.0 Introduction

1.1 General

The Town of Calmar retained Select Engineering Consultants Ltd. to provide sport consulting services for the rehabilitation and expansion of the multi-use recreation park in Calmar, Alberta. The scope of work for the project included the following services:

- Task 1.0 – Programming + Data Collection**
- Task 2.0 - Concept Design Services**
- Task 3.0 - Detailed Design Documents**
- Task 4.0 - Tendering Services**
- Task 5.0 - Construction Administration**

Note: Scope of work based on September 18, 2020, Zolner Park proposal update.

1.2 Site Location

The existing park (Zolner Park) site is located between 51st and 52nd Street north of 45th Avenue and extended to the limits of 48a Avenue. in Calmar, Alberta. The multi-use park outlined below is approximately 101,219m² with a potential park expansion area of 9,197m² as shown on Figure 1: Location Plan.

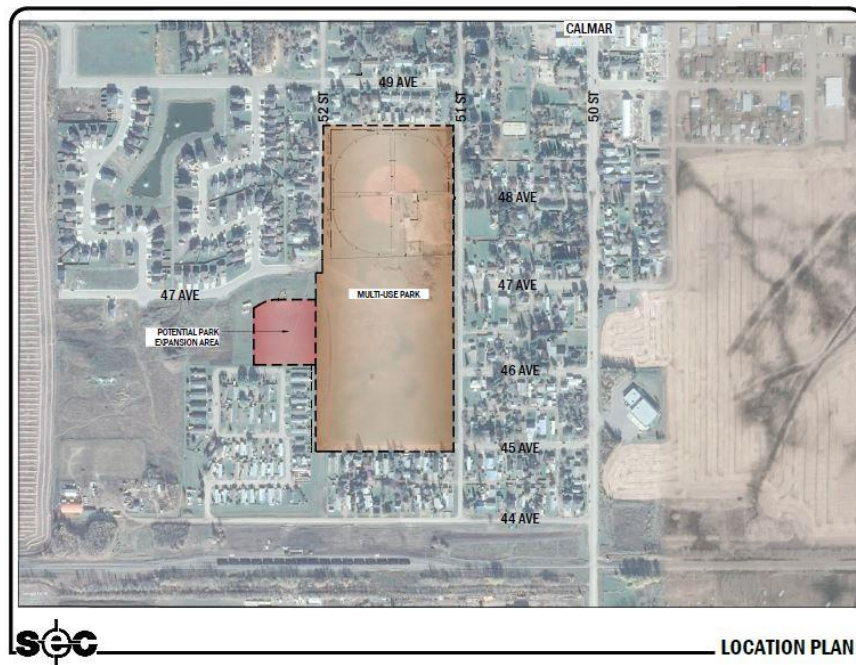


Figure 1: Location Plan

1.3 Detailed Site Investigation

Select 's project team conducted a site investigation in October of 2021. The purpose of the site investigation was to observe and assess the general condition of the site amenities and identify the opportunities and constraints of the site relative to use, overall site drainage, potential for expansion and general layout.

1.3.1 Site Access

The entrance of the site is located on 51st Street between 47th Avenue and 48th Avenue along the West side of the road. The entrance consists of a gravel entrance way with 5-foot chain-link fencing on the north and south sides of the entrance.

A Power pole is located at an estimated 1.5m off the South entrance corner. The entrance to the park is not gated and is always open to the public. 4-foot chain-link perimeter fencing separates the current multi-use area of this site from the South wetland and open space areas

1.3.2 Parking

The existing gravel parking lot has guard railing along the north boundary, fencing, trees and power poles along the east boundary, chain-link fencing along the south boundary and chain-link fencing, power poles and a building along the west boundary.

Four garbage receptacles (two on each side) are installed along the East and South boundaries. One set of bleachers is located within the north edge of the gravel parking lot.

The gravel surface of the parking lot is very inconsistent and has multiple areas of dirt and sand within the parking lot. The parking lot edge is not clearly defined. A double lockable swing gate is located just south of the Quonset for maintenance equipment access from the gravel parking lot.



Figure 2: Existing Conditions
Refer to Appendix A for full copy of the plan



1.3.3 Playgrounds

Two playgrounds are located within close proximity to the gravel parking lot. The newer playground was constructed in 2019 and is located on the southwest corner of the parking lot. The playground is surrounded by a four-foot chain link fence with openings to the parking lot and the playfield area west of the playground. The playground consists of equipment, a raised wood edger and pea gravel surfacing. Two picnic tables (one on the east side and one on the west side) are installed within the playground area.



The second playground is older playground and is located northeast of the Quonset and consists of play equipment, wood edging and pea gravel surfacing. Tripping hazards are located around the edging of the playground.



1.3.4 Buildings / Site Structures

The site has 4 existing structures that are all located within the central shared use area between the parking lot and the existing ball diamonds. The existing structures include the following:

A. Quonset

The Quonset is an older structure that is at the end of its useful life. It was observed that the structure has been altered and repaired numerous times and the foundation appears to be in poor condition with some structural concerns. The Quonset has a gas meter and electrical tied into the building. The electrical lines connecting the power to the Quonset are directly above the playground and pose safety concerns to park users. The general appearance of the building is poor.



B. Storage Shed

There is a storage shed located sits beside the southwest corner of the Quonset and appears to be structurally sound. The shed has minor wear and tear and needs work aesthetically. Electrical lines connecting the power to the Quonset are directly above the playground.



C. Washroom Building

The washroom building has no visual structural issues. Sky lights provide the lighting in the washrooms. Minor repairs and refinishing are needed to the outside of the building. One garbage receptacle is in the Northwest corner beside the washroom building. The interior of the building was not observed as part of this report.



D. Cooking Shelter

The cookhouse is a metal shed roof structure with concrete floor, open walls, wood posts and wood railings. There is a wood burning fireplace with concrete block chimney in the center of the structure with picnic tables under cover at both ends of the shelter. The roof structure is supported by wood posts and appears in good condition.



1.3.5 Ball Diamonds

Three existing ball diamonds are located within the north portion of the site between 51st Street and 52nd Street. All three ball diamonds have shale infields, sod outfields, and dugout areas. The ball diamonds are very tightly spaced with very little room for additional programming or warm up space.



The field dimensions are different on each diamond and the foul line distances vary from 247' to 280'. Due to the undersized fields, additional 20' protective fencing has been installed outside of the diamonds to protect park users as well as adjacent public and private property.



All three ball diamonds have planarity and grade issues. The transitions between shale infields and sod outfields have large ridges and pose player safety and drainage concerns. Depressions were observed in all three outfields that are subject to pooling water and issues with maintaining healthy turf.

Diamonds 1 and 3 have covered dugouts constructed of wood timber with metal cladding. The dugouts appear to be fairly new and are in very good condition. Diamond 2 does not have covered dugouts and only has player benches. The spectator area between the three baseball diamonds is narrow, confined and poses safety concerns for spectators from foul balls. Current trends in ball facility design typically allocate 2 to 3 times the amount of space between the diamonds for safety and to accommodate warm up activities.

The general condition of the ball facility would be rated as fair given the issues related to planarity, field size and confined layout of the facility.

1.3.6 Trails

There are recently constructed asphalt trails along the north end of the site that connects 51st Street to 52nd Street and on the northeast section of the site that connects 47th Avenue to 52nd Street.

The trail on northeast section of the site was constructed adjacent to the lane and behind the 20' safety fencing. The trail location offers good protection from the ball diamonds for pedestrians and bicycle enthusiasts.

The trail on the north end was located on the field side of the 20' protective fence and there is an increased safety risk for trail users with the trail being located directly behind the outfield fence.

The asphalt looks new but large cracks were observed along the edges of the trails, and there are some areas where the new trail construction will likely impede drainage from the adjacent ball diamonds.



1.3.7 Natural Area / Potential Wetland

A natural area is located directly south of the new playground and Ball Diamond 1. This area is a low spot within the site that collects any extra overland drainage from the site. The area consists of natural grasses, shrubs, and trees. A natural walking path has been made through the middle of the wetland leading to a cut out entrance in the chain-link fence.

On the south end of the natural area is the open space area that is being considered for park expansion. This area consists of a large open grassed area that extends to 45th Avenue between 51st Street and 52nd Street.



1.3.8 Existing Drainage Patterns

Based on the survey data and site observations it was determined that a majority of the overland drainage is conveyed by open grass swales and ditches.

Approximately 1/2 of the site drains north to the highway ditch by way of swales along 51st and 52nd Street. About 1/4 of the site drainage collects in the natural area located in the middle of the site and the 1/4 of the site drains to the southwest side of the site and to a catch basin located along the southwest boundary line.

Numerous high and low spots are found through-out the site which result in complex drainage patterns that will require a carefully designed grading plan to manage the site drainage.

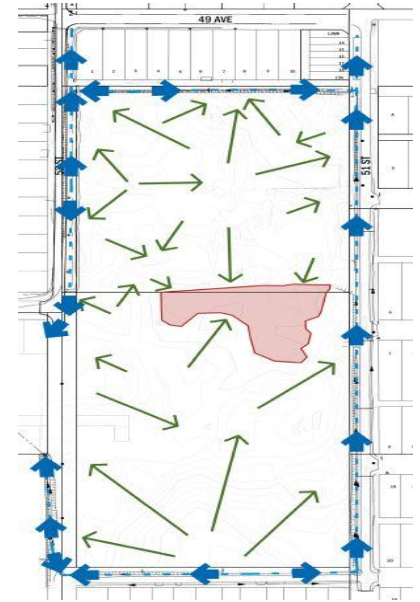


Figure 2: Existing Drainage Patterns
Refer to Appendix A for full copy of the plan

1.4 Site Survey

Select Engineering Consultants conducted a site survey of the property in October 2021 as part of the detailed site investigation. The survey data was used to establish an AutoCAD base drawing of the property which will support the preliminary and detailed design phases of the project. The survey information confirmed presence of overland drainage through ditches around the perimeter of the park.

1.5 Concept Opportunities and Constraints

Opportunities and constraints consider the findings of all the site investigation activities and will assist in identifying items for consideration during the design phases of the project and requirements for additional studies or investigations.

Select's sport consulting team developed four concept plans showing different perspectives based on investigated existing conditions, survey data, and potential land enquiries for the multi-use park. The concept plans offer a variety of different option for development of the parkland and allows for phasing of the work to achieve the best plan for the community while allowing the costs to be deferred over several stages of park development.

Each option is unique and explains the opportunities and constraints of the design.

1.5.1 CONCEPT OPTION A

Concept A utilizes the potential expansion lands to the west of the site and allows for the site to maintain current levels of ball diamond activities throughout the entire build process. This concept offers the best orientation of the baseball diamonds for safe play to offers the ability to eliminate the large protective fencing from the site and provides for an open and inviting central park space that can be used through the year by the community.

Opportunities

1. Upgraded parking lot (113 stalls) and entrance with gate improves the site safety, traffic movement and aesthetics of the site.
2. Additional parking lot (36 stalls) allows for a public parking lot with dual entry/exit.
3. Additional parking lot on the west side of the site to accommodate day use and potential RV parking (27 day use stalls / 15 RV stalls).
4. Storm water management facility (SWMF) in the middle of the site allows the drainage of the site to be engineered, monitored, and controlled.
5. Underground drainage infrastructure is proposed to support the SWMF in controlling the water on the site.
6. Four new 275-foot slo-pitch diamonds are located and orientated to improve player and site safety, reduce site fencing, and improve site aesthetics.
7. Two new soccer fields (226' x 328' each) are strategically located and oriented in a north-south direction for optimum play. The fields are located adjacent to the residential homes on the west side to improve safety considerations from the ball diamonds and allow for the removal of a majority of the 20' protective fencing.
8. The new multi-use asphalt trail system provides multiple connections and a natural flow through-out the site.
9. Additional site grading, berms and landscaping will improve the aesthetics of the site.



Figure 3: Concept Option A
Refer to Appendix A for full copy of the

Constraints

1. Acquisition of land to the west. If this land is not acquired, then only three ball diamonds and two soccer fields can be built utilizing this concept.
2. Environment Assessment needed to confirm requirements for the modification of the existing naturalization area.
3. Drainage and infrastructure upgrades are required to accommodate design.
4. Existing buildings and old playground need to be relocated or removed to accommodate design.

1.5.2 CONCEPT OPTION B

Concept B also utilizes the potential expansion lands to the west of the site and allows for the site to maintain current levels of ball diamond activities throughout the entire build process. This concept was developed to illustrate the site adjustments required to accommodate site by side soccer fields on the south end of the park site. The ball diamond on the northwest portion on the site would need to be built in the northwest direction which is the least desirable orientation for safety in our region. This concept would also require relocating some of the 20' fencing to provide separation and protection between playing fields.

Opportunities

1. Upgraded parking lot (113 stalls) and entrance with gate improves the site safety, traffic movement and aesthetics of the site.
2. Additional parking lot (36 stalls) allows for a public parking lot with dual entry/exit.
3. Additional parking lot on the west side of the site to accommodate day use and potential RV parking (27 day use stalls / 15 RV stalls).
4. Storm water management facility (SWMF) in the middle of the site allows the drainage of the site to be engineered, monitored, and controlled.
5. Underground drainage infrastructure is proposed to support the SWMF in controlling the water on the site.
6. Three new 275-foot slo-pitch diamonds are located and orientated to improve player and site safety, reduce site fencing, and improve site aesthetics.
7. One new 275-foot slo-pitch diamond is orientated to fit within the existing ball diamond area.
8. Two new soccer fields (226' x 328' each) located side by side and oriented in a north-south direction for optimum play.
9. The new multi-use asphalt trail system provides multiple connections and a natural flow through-out the site.
10. Additional site grading, berms and landscaping will improve the aesthetics of the site.



Figure 4: Concept Option B
Refer to Appendix A for full copy of the

Constraints

1. Acquisition of land to the west. If this land is not acquired, then only three ball diamonds and two soccer fields can be built.
2. Environment Assessment needed to confirm requirements for the modification of the existing naturalization area.
3. Drainage and infrastructure upgrades are required to accommodate design.
4. Existing buildings and old playground need to be relocated or removed to accommodate design.

1.5.3 CONCEPT OPTION C

Concept C was developed to illustrate the potential for expanding the ball diamond program to 4 diamonds without having to acquire the land to west of the site. If the land is acquired, then that land could be utilized to develop a second soccer pitch. This concept allows for the site to maintain current levels of ball diamond activities throughout the entire build process. To accommodate this plan, the ball diamond on the northwest portion on the site would need to be built in the northwest direction which is the least desirable orientation for safety in our region. This concept would also require relocating some of the 20' fencing to provide separation and protection between playing fields.

Opportunities

1. Upgraded parking lot (113 stalls) and entrance with gate improves the site safety, traffic movement and aesthetics of the site.
2. Additional parking lot (36 stalls) allows for a public parking lot with dual entry/exit.
3. Additional parking lot on the west side of the site to accommodate day use and potential RV parking (27 day use stalls / 15 RV stalls).
4. Storm water management facility (SWMF) in the middle of the site allows the drainage of the site to be engineered, monitored, and controlled.
5. Underground drainage infrastructure is proposed to support the SWMF in controlling the water on the site.
6. Three new 275-foot slo-pitch diamonds are located and orientated to improve player and site safety, reduce site fencing, and improve site aesthetics.
7. One new 275-foot slo-pitch diamond is orientated to fit within the existing ball diamond area.
8. One new soccer fields (226' x 328') would be built in the north-south orientation in the southwest corner of the site as part of the phase 1 build.
9. A second additional soccer field (226' x 328') could be accommodated in the potential expansion land to the west if they are acquired.
10. The new multi-use asphalt trail system provides multiple connections and a natural flow through-out the site.
11. Additional site grading, berms and landscaping will improve aesthetics of the site.



Figure 5: Concept Option C
Refer to Appendix A for full copy of the

Constraints

1. Acquisition of land to the west. If this land is not acquired, then only four ball diamonds and one soccer field can be built.
2. Environment Assessment needed to confirm requirements for the modification of the existing naturalization area.
3. Drainage and infrastructure upgrades are required to accommodate design.
4. Existing buildings and old playground need to be relocated or removed to accommodate design.

1.5.4 CONCEPT OPTION D

Concept D was developed to illustrate the potential for increasing the number of fields on the park by development of the south half the site only. This concept assumes that the north baseball diamond complex would remain in place with minor upgrades being funded to improve the condition of the fields. This concept allows for the site to maintain current levels of ball diamond activities throughout the entire build process.

Opportunities

1. Additional parking lot (36 stalls) allows for a public parking lot with dual entry/exit.
2. Designated open space / RV parking area to allow additional parking as needed for the site.
3. Storm water management facility (SWMF) in the middle of the site allows the drainage of the site to be engineered, monitored, and controlled.
4. Underground drainage infrastructure is proposed to support the SWMF in controlling the water on the site.
5. One new 275-foot slo-pitch diamond located and orientated to improve player and site safety.
6. Two new soccer fields (226' x 328' each) located side by side and oriented in a north-south direction for optimum play.
7. The new multi-use asphalt trail system provides multiple connections and a natural flow throughout the site.
8. Additional site grading and landscaping will improve the aesthetics of the site.

Constraints

1. Undersized existing ball diamonds would remain with planarity and drainage issues.
2. Minimal spacing and movement throughout the existing ball diamond area with increased risk of player and spectator injuries.
3. Undersized diamonds would limit the desirability of the facility for tournaments compared to other facilities in the region.
4. Multiple fences would remain including 20' fencing which restrict access and detract from the overall aesthetic of the park.
5. Environment Assessment needed to confirm requirements for the modification of the existing naturalization area.
6. Drainage and infrastructure upgrades are required to accommodate design.



Figure 6: Concept Option D
Refer to Appendix A for full copy of the

2.0 Recommendations

Based on the findings of the site investigation, Select Engineering Consultants is recommending the following procedures and investigation be conducted to support the detailed design phases of the project:

1. Phase 1 ESA of the subject property to identify the impact of historic activities on the site.
2. Environmental Investigation (WAIR) to further investigate and identify the presence of wetland features and the compensation requirement for future development of the site.
3. Geotechnical Investigation to identify the physical properties of the soil (groundwater, surface water and sediment materials or surfaces)
4. Soils Investigation to identify the depth and quality of the existing topsoil.

Appendix A:



LEGEND

- MAJOR DRAINAGE ROUTE
- EXISTING DRAINAGE PATTERN
- EXISTING WETLAND (ENVIRONMENTAL INVESTIGATION REQUIRED)

SAVED BY: CKRYSA PLOT DATE: December 13, 2021



SCALE 1:2000

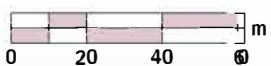
TOWN OF CALMAR
ZOLNER PARK
 EXISTING DRAINAGE PATTERNS
 160-19002
 DECEMBER 2021

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SAVED BY: CKRYSA PLOT DATE: December 9, 2021



SCALE 1:2000

TOWN OF CALMAR
ZOLNER PARK
 EXISTING CONDITIONS PLAN
 160-19002
 DECEMBER 2021



SPORTS FIELDS AVAILABLE AT EACH PHASE

PHASE	DURING PHASE CONSTRUCTION		AFTER PHASE COMPLETION	
	# OF BALL DIAMONDS	# OF SOCCER FIELDS	# OF BALL DIAMONDS	# OF SOCCER FIELDS
P1 PHASE 1	3 - (3) EXISTING DIAMONDS	NO FIELDS	4 - (3) EXISTING DIAMONDS + P1 DIAMOND	1 - P1 FIELD
P2 PHASE 2	4 - (3) EXISTING DIAMONDS + P1 DIAMOND	1 - P1 FIELD	6 - (3) EXISTING DIAMONDS + P1 & P2 DIAMONDS	1 - P1 FIELD
P3 PHASE 3	4 - (1) EXISTING DIAMOND NO. 1 + P1 & P2 DIAMONDS	1 - P1 FIELD	5 - (1) EXISTING DIAMOND NO. 1 + P1, P2 & P3 DIAMONDS	1 - P1 FIELD
P4 PHASE 4	4 - P1, P2 & P3 DIAMONDS	1 - P1 FIELD	4 - P1, P2 & P3 DIAMONDS	2 - P1 & P4 FIELD

SAVED BY: CBOHNET PLOT DATE: November 30, 2021



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**TOWN OF CALMAR
ZOLNER PARK
CONCEPT PLAN
160-19002
DECEMBER 2021**

**OPTION A
ULTIMATE**

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SPORTS FIELDS AVAILABLE AT EACH PHASE

PHASE	DURING PHASE CONSTRUCTION		AFTER PHASE COMPLETION	
	# OF BALL DIAMONDS	# OF SOCCER FIELDS	# OF BALL DIAMONDS	# OF SOCCER FIELDS
P1 PHASE 1	3 - (3) EXISTING DIAMONDS	NO FIELDS	4 - (3) EXISTING DIAMONDS + P1 DIAMOND	1 - P1 FIELD
P2 PHASE 2	4 - (3) EXISTING DIAMONDS + P1 DIAMOND	1 - P1 FIELD	5 - (3) EXISTING DIAMONDS + P1 & P2 DIAMONDS	2 - P1 & P2 FIELD
P3 PHASE 3	3 - (1) EXISTING DIAMOND NO. 1 + P1 & P2 DIAMONDS	2 - P1 & P2 FIELD	4 - (1) EXISTING DIAMOND NO. 1 + P1, P2 & P3 DIAMONDS	2 - P1 & P2 FIELD
P4 PHASE 4	3 - P1, P2 & P3 DIAMONDS	2 - P1 & P2 FIELD	4 - P1, P2, P3 & P4 DIAMONDS	2 - P1 & P2 FIELD

SAVED BY: CBOHNET PLOT DATE: November 30, 2021



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TOWN OF CALMAR
ZOLNER PARK
 CONCEPT PLAN
 160-19002
 DECEMBER 2021

OPTION B
ULTIMATE

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SPORTS FIELDS AVAILABLE AT EACH PHASE

PHASE	DURING PHASE CONSTRUCTION		AFTER PHASE COMPLETION	
	# OF BALL DIAMONDS	# OF SOCCER FIELDS	# OF BALL DIAMONDS	# OF SOCCER FIELDS
P1 PHASE 1	3 - (3) EXISTING DIAMONDS	NO FIELDS	5 - (3) EXISTING DIAMONDS + (2) P1 DIAMONDS	2 - P1 FIELDS
P2 PHASE 2	3 - (1) EXISTING DIAMOND NO. 1 + (2) P1 DIAMONDS	2 - P1 FIELDS	4 - (1) EXISTING DIAMOND NO. 1 + P1 & P2 DIAMONDS	2 - P1 FIELDS
P3 PHASE 3	3 - (2) P1 DIAMONDS & P2 DIAMOND	2 - P1 FIELDS	4 - P1, P2 & P3 DIAMONDS	2 - P1 FIELDS

SAVED BY: CBOHNET PLOT DATE: November 30, 2021



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TOWN OF CALMAR
ZOLNER PARK
 CONCEPT PLAN
 160-19002
 DECEMBER 2021

OPTION C
ULTIMATE

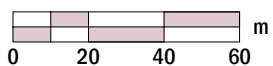
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SPORTS FIELDS AVAILABLE AT EACH PHASE

PHASE	DURING PHASE CONSTRUCTION		AFTER PHASE COMPLETION	
	# OF BALL DIAMONDS	# OF SOCCER FIELDS	# OF BALL DIAMONDS	# OF SOCCER FIELDS
P1 PHASE 1	3 - (3) EXISTING DIAMONDS	NO FIELDS	4 - (3) EXISTING DIAMONDS + P1 DIAMOND	2 - P1 FIELDS
P2 PHASE 2	1 - P1 DIAMOND	2 - P1 FIELDS	4 - (3) EXISTING DIAMONDS (REFURBISHED) + P1 DIAMOND	2 - P1 FIELDS

SAVED BY: CBOHNET PLOT DATE: November 30, 2021

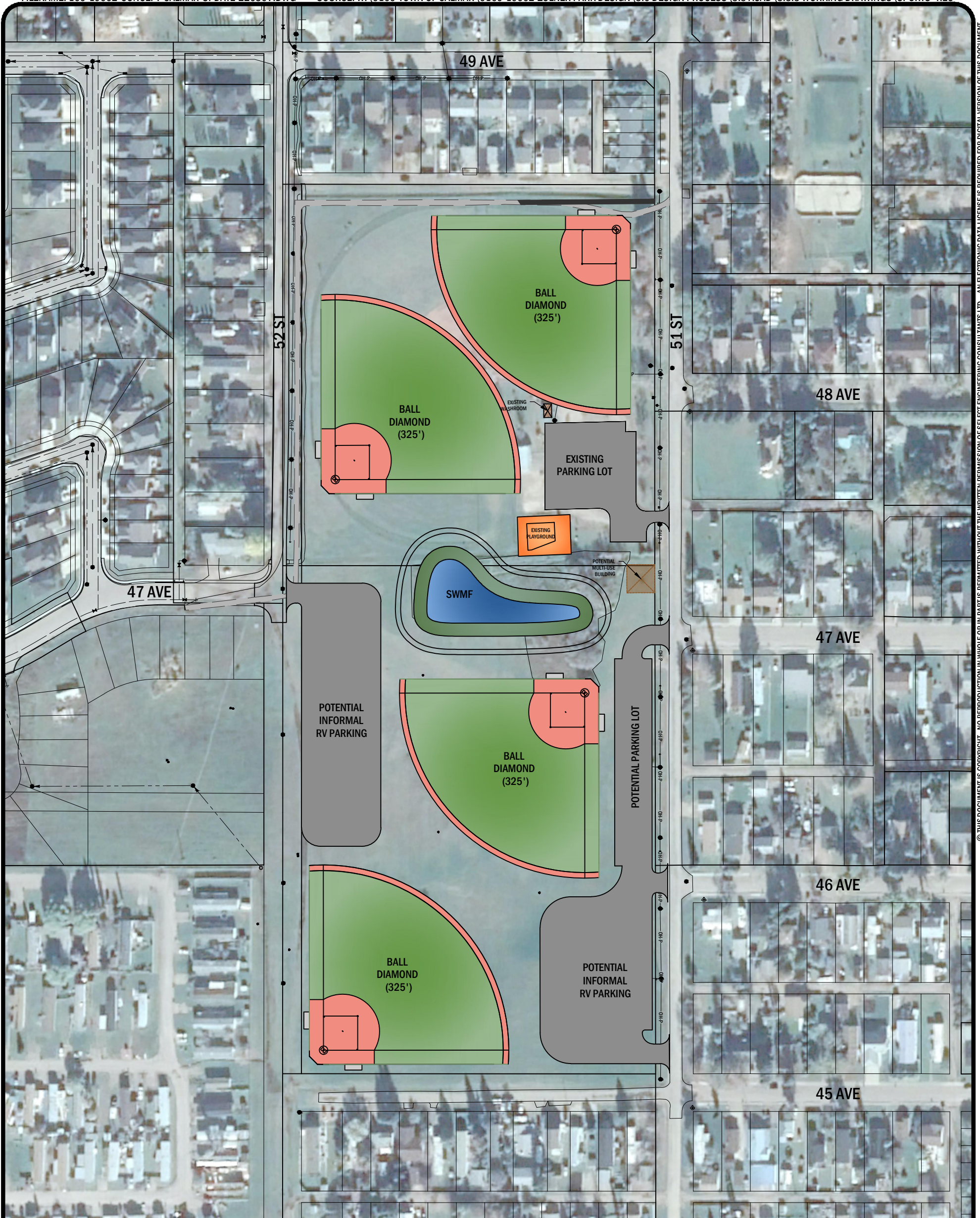


SCALE 1:2000

**TOWN OF CALMAR
ZOLNER PARK
CONCEPT PLAN
160-19002
DECEMBER 2021**

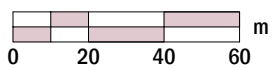
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SAVED BY: CKRYSA PLOT DATE: March 9, 2022



SCALE 1:2000

TOWN OF CALMAR
ZOLNER PARK
 CONCEPT PLAN
 160-19002
 MARCH 2022

OPTION F
ULTIMATE

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	August 8, 2022
Originated By:	CDC Thomas
Title:	Letter of Support for Market on Main
Approved By:	CAO Losier
Agenda Item Number:	8 E

BACKGROUND/PROPOSAL:

The Market on Main has approached administration requesting a letter of support for their submission to the Alberta Farmers Market Association.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The Markets pursual of association status will bolster Calmar’s visibility and provide long term sustainability to the Market on Main Board.

Option 1: Council pass a motion to sign the draft letter of support from the Office of the Mayor in support of the Market on Main’s submission to the Alberta Farmers Market Association.

Option 2: Council pass a motion instructing administration to gather more information regarding the Market on Main’s submission to the Alberta Farmers Market Association.

Option 3: Council accepts this request from the Market on Main as information.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

Council pass a motion to sign the draft letter of support from the Office of the Mayor in support of the Market on Main’s submission to the Alberta Farmers Market Association.

August 8, 2022

Alberta Farmers Market Association
PO Box 69071
13040-137 Avenue
Edmonton, AB T5L 5E3



T 780.985.3604 F 780.985.3039
TF 1.877.922.5627

PO Box 750 Calmar, AB T0C 0V0

Calmar.ca

Dear Eileen:

It is my pleasure write a letter in support of the Market on Main submission to the Alberta Farmers Market Association.

Market on Main was initiated in 2021 as a way to create a social event, animate downtown, and provide a pathway for small business growth. Originally part of our Community Vitalization Plan, we have now helped the market transition to a merchant led initiative with \$4K total seed funding over a 2-year contract. With an estimated 3500 attendees during last season and a growing vendor list, the market has been a great success.

The Town of Calmar fully supports the efforts of the Market on Main as they seek Alberta Approved status. We feel that gaining the support and resources of the Alberta Farmers Market Association is the best strategy for the market, the merchants, the attendees, and the community as a whole.

Sincerely,

Mayor Sean Carnahan
Town of Calmar

Town of Calmar
YTD Budget Variance Trial Balance
Wednesday, August 10, 2022

Account Number	Account Description	2022 Budget	2022 YTD	Amount Remaining	Budget Variance (%) Percent	2022 Budget Comments
Operating Summary by Department						
Account Number	Account Description	2022 Budget	2022 YTD	Amount Remaining	Budget Variance (%) Percent	2022 Budget Comments
1-00-**-***	General Administration (Includes Property Taxation)	\$ (3,780,000.00)	\$ (3,439,516.48)	\$ (340,483.52)	91%	
1-11-**-***	Legislative	\$ -	\$ -	\$ -	0%	
1-12-**-***	Administration	\$ (181,700.00)	\$ (12,210.10)	\$ (169,489.90)	7%	
1-21-**-***	Policing	\$ -	\$ -	\$ -	0%	
1-23-**-***	Fire	\$ -	\$ -	\$ -	0%	
1-24-**-***	Disaster Services	\$ -	\$ -	\$ -	0%	
1-26-**-***	Bylaw Enforcement	\$ (34,100.00)	\$ (43,342.19)	\$ 9,242.19	127%	
1-32-**-***	Infrastructure & Transportation	\$ (5,000.00)	\$ (12,055.57)	\$ 7,055.57	241%	
1-41-**-***	Water	\$ (689,000.00)	\$ (357,996.68)	\$ (331,003.32)	52%	
1-42-**-***	Sewer	\$ (511,900.00)	\$ (253,835.73)	\$ (258,064.27)	50%	
1-43-**-***	Garbage	\$ (265,000.00)	\$ (144,235.97)	\$ (120,764.03)	54%	
1-49-**-***	Environment	\$ -	\$ -	\$ -	0%	
1-51-**-***	FCSS (Family & Community Support Services)	\$ (47,500.00)	\$ (6,420.26)	\$ (41,079.74)	14%	
1-61-**-***	Planning & Development	\$ (78,000.00)	\$ (32,221.94)	\$ (45,778.06)	41%	
1-62-**-***	Community Services (Includes Economic Development)	\$ (1,000.00)	\$ (107.62)	\$ (892.38)	11%	
1-72-**-***	Parks & Recreation	\$ (366,200.00)	\$ (58,069.74)	\$ (308,130.26)	16%	
1-74-**-***	Culture (Includes Library)	\$ (103,600.00)	\$ (86.98)	\$ (103,513.02)	0%	
1-97-**-***	Requisitions (Education, RCMP and Leduc Foundation)	\$ (844,100.00)	\$ (843,756.62)	\$ (343.38)	100%	
	Total Operating Revenue by Department	\$ (6,907,100.00)	\$ (5,203,855.88)	\$ (1,703,244.12)	75%	
2-00-**-***	General Administration (Includes Property Taxation)	\$ -	\$ -	\$ -	0%	
2-11-**-***	Legislative	\$ 312,200.00	\$ 93,196.00	\$ 219,004.00	30%	
2-12-**-***	Administration	\$ 771,100.00	\$ 266,193.50	\$ 504,906.50	35%	
2-21-**-***	Policing	\$ -	\$ -	\$ -	0%	
2-23-**-***	Fire	\$ 175,800.00	\$ (1,937.88)	\$ 177,737.88	-1%	
2-24-**-***	Disaster Services	\$ 61,700.00	\$ 5,660.09	\$ 56,039.91	9%	
2-26-**-***	Bylaw Enforcement	\$ 186,000.00	\$ 119,705.44	\$ 66,294.56	64%	
2-32-**-***	Infrastructure & Transportation	\$ 1,091,300.00	\$ 530,999.45	\$ 560,300.55	49%	
2-41-**-***	Water	\$ 868,800.00	\$ 438,500.28	\$ 430,299.72	50%	
2-42-**-***	Sewer	\$ 399,600.00	\$ 232,223.41	\$ 167,376.59	58%	
2-43-**-***	Garbage	\$ 380,400.00	\$ 168,906.06	\$ 211,493.94	44%	
2-49-**-***	Environment	\$ -	\$ -	\$ -	0%	
2-51-**-***	FCSS (Family & Community Support Services)	\$ 156,000.00	\$ 68,898.54	\$ 87,101.46	44%	
2-61-**-***	Planning & Development	\$ 305,300.00	\$ 143,521.78	\$ 161,778.22	47%	
2-62-**-***	Community Services (Includes Economic Development)	\$ 362,500.00	\$ 156,383.22	\$ 206,116.78	43%	
2-72-**-***	Parks & Recreation	\$ 794,300.00	\$ 437,752.98	\$ 356,547.02	55%	
2-74-**-***	Culture (Includes Library)	\$ 198,000.00	\$ 106,555.45	\$ 91,444.55	54%	
2-97-**-***	Requisitions (Education, RCMP and Leduc Foundation)	\$ 844,100.00	\$ 439,606.44	\$ 404,493.56	52%	
	Total Operating Expense by Department	\$ 6,907,100.00	\$ 3,206,164.76	\$ 3,700,935.24	46%	
	Net Operating by Department	\$ -	\$ (1,997,691.12)	\$ 1,997,691.12		



Mayor Sean Carnahan
Council Report June & July 2022

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

June 9th – Attended Leduc Regional Housing Foundation finance committee meeting. Reviewed financial reports for current period of time. Reviewed in detail the 2023 budget for the foundation with suggested change to increase municipal requisitions by 5% as it has been a number of years since requisitions were last adjusted and approved for presentation to the board at next general board meeting.

June 16th – Edmonton Regional Waste advisory committee – met with regional members and reviewed the upcoming changes to waste collection and remediation of waste materials. The future focus on waste is how to better handle hard to handle products and how to work as a region to find producers that can find a marketable option for reusable waste products.

June 23rd – Leduc Regional Housing foundation board meeting – was provided updates from various operations within the foundation. Rental units are near capacity many regions which is great for the foundation however there are areas of concern with long waiting lists. Will need to work on future plans to address. Finance committee presented the 2023 budget to the board, answered a few expected questions and the board approved the 2023 budget. Board was presented with a survey to assist in the performance review of foundation Executive Director.

June 27th – Municipal Planning Commission – met to review application 2022-013D for variance to lot setbacks at #6 Southbridge Crescent to allow for new construction of a larger attached deck. Commission voted in favor of application

June 27th – Special meeting of council – council met to review and have first reading of Amendment to Land use bylaw 2022-18. This allowed for public posting and consultation as council work with a developer to begin development of Thomas Creek area.

June 29th - Attended Calmar Recreation Board meeting – reviewed posting for Rec board positions and discussed engagement with various groups to recruit members with a vetted interest in recreation. Reviewed planning for upcoming Calmar days festivities.

July 18th – Attended Leduc & District Food Bank special meeting – this special meeting was for the membership to review, discuss and vote on a finance borrowing to allow for the food bank to acquire the bay next to their existing location to facilitate expanded service offerings and enhanced services to the those in need. The Food Bank has capital reserve for much of the purchase but required a bridge mortgage to complete the transaction. Membership voted in favor of the borrowing.

July 20th – Calmar Recreation board meeting – attending meeting with continued planning of Calmar days festivities.

Krista Gardner Councillor Report

July 2022

July 1st- Canada Day Pancake Breakfast

I attended this event alongside Councillors McKeag-Reber, Faulkner and Benson. Big thanks to the Rec Board for organizing this event and to Leduc County Fire for being our gracious host. I was happy to volunteer and was pleased to see many people come and enjoy breakfast on a beautiful morning.

July 1st- Canada Day Spray Park Family Event

I continued the day volunteering at another event. This time over at the Spray Park, where I and other community volunteers handed out cupcakes, manned the bouncy castle and played games with kids. The cupcakes were delicious and we had lots of fun! For next year, I would suggest only holding one event, due to logistics challenges.

July 8th- Market on Main

I manned the town booth at Market on Main with Councillors Faulkner and McKeag-Reber. We had many good conversations with locals and visitors.

July 13th- Calmar Communities in Bloom

July 18th- Regular Meeting of Council

Council Report

Don Faulkner

August 8, 2022

July 1/22, Canada Day Breakfast

- Helped Taylor (Rec. Board) with setting up, serving and clean up for the Canada Day Breakfast at the New Firehall. Took the tour myself and saw the inner workings of our new Firehall, a vast improvement over the one I volunteered at years ago.

July 8/22, Market on Main

- Attended the Calmar Booth at the Market on Main, being available for questions and comments.

July 14 & 27/22, Table Fabrication

- Attended the table fabrication at the Town Yard, first day was slow, got our rhythm on second day and it was very productive.

July 18/22, Regular Council Meeting

- Refer to the Calmar Web Site for agenda and minutes.

Carey Benson Councilor Report June-July 2022

June 3rd, 2022, Market on Main

- Participated in the Market on Main.

June 4th, 2022, Leduc Parade

- Participated in the Leduc Parade

June 6th, 2022, Regular council Meeting

- Andrew Boitchenko one of the UCP nominations for our riding came to our council meeting to talk about his platform and to hear the issues we may have in our town.
- Residences from Calmar came to the meeting to raise their concerns about the special tax bylaw
- Closed session

June 11th, 2022, Devon Days Parade

- Participated in the Devon Days Parade

June 13th, 2022, Committee of the Whole

- Business Licensing Bylaw discussed
- Public Participation Policy to be gone over and discussed

June 15th, 2022, FCSS Meeting

- Location at the LRC and discussion on what is happening in the county over the next few months

June 16th, 2022, Meeting with Councilor Faulkner

- Discussion with Councilor Faulkner about the 39/20 Alliance and how we can make better use of the alliance

June 20th, 2022, Regular Council Meeting

- Pilot project for special event license- looking at changing it to a vendor's license
- Discussion on changing the fee structure and rental rates
- Discussion on getting new banners put up on poles located in town on HWY 39 and HWY 795
- Closed Session

June 22nd, 2022, 39/20 Alliance Meeting

- Selected a Coordinator for an Administration Position
- Set a date for a Strategic Plan Workshop on Sept. 17

June 27th, 2022, Municipal Planning Commission

- Development Application for a new Single-Family Bungalow in South Bridge

June 27th, 2022, Special Meeting of Council

- Bylaw #2022-18 Amendment to Land use Bylaw- First Reading (Passed)

June 30th, 2022, Library Board Meeting

- Final Meeting of Summer

July 1st, 2022, Canada Day Breakfast

- Served food at the firehall

July 14th, 2022, Adult Picnic Table Assembly

- Assemble picnic tables for adult friendly parks

July 15th, 2022, Market on Main

- Participated in the market on main

July 18th, 2022, Regular Council Meeting

- Discussed locations for where adult friendly picnic tables will be
- Mental Health and Wellness Day, Administration asked council to approval of giving the staff a day off to focus on improving the mental health.
- Council discussed the Sale of our Wastewater
- Closed Session

July 23rd, 2022, Community Connections Event

- Block Party on 51 street

July 29th, 2022, Market on Main

- Participated in the Market on Main

August 4, 2022

Town of Calmar
PO Box 750
4901 – 50 Avenue
Calmar, AB T0C 0V0



Municipal Office
1 Columbia Avenue West
Devon, AB T9G 1A1

T: 780-987-8300
F: 780-987-4778

www.devon.ca

Hello Mayor Carnahan and Council,

Re: Invitation to the Town of Devon Treaty Six Day Ceremony and Community Celebration

On behalf of the Town of Devon, we humbly invite you to attend the Town of Devon Second Annual Treaty Six Day gathering; the Ceremony and meal on August 23 and the community celebration on August 27.

Treaty Six Day in Devon was officially proclaimed last August. This day serves as an annual gathering focused on education, awareness and celebration of the Treaty Relationship. It is a day for Nations and communities to gather together and learn from one another about Treaty, true history, culture, language and to recognize the Spirit and Intent of this sacred covenant.

On August 23, we will be organizing a Ceremony and meal, to come together and acknowledge the relationship we continue to build as Treaty People, as neighbours and relatives. On August 27, we will be hosting a day-long community celebration with a range of activities, from tipi-talks presentations, Treaty presentations, hands on workshops for all ages, performances, a vendor market and various other activities.

We are inviting leadership from each Nation to also speak at this gathering – to help our communities better understand Treaty, and how it still impacts us all today. We not only want to celebrate this relationship in a good way, but also to educate those in attendance on how Treaty still impacts each one of us every day. Initiatives such as this create safe spaces for engagement and will continue to make positive changes for our communities in the fight against racism and ignorance.

Please join us for this two-part gathering! The schedule for each event is attached to this invitation. If you have any questions, please contact the Indigenous Engagement and Cultural Inclusion Coordinator at 587-597-0691 or mwincentaylo@devon.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Craddock", is written over a light blue horizontal line.

Jeff Craddock
Mayor, Town of Devon

From: [Karen Buss](#)
To: [Sylvain Losier](#); [Heather Bryans](#)
Subject: FW: New Website on the Future of Provincial Policing
Date: Thursday, August 4, 2022 2:29:59 PM
Attachments: [image001.png](#)

From: Ministry of Justice <ministryofjustice@gov.ab.ca>

Sent: Thursday, August 4, 2022 2:28 PM

To:

Subject: New Website on the Future of Provincial Policing

Dear Mayor/Reeve and Council,

Over the past months I have been meeting with municipal leaders regarding the provincial government exploration of an Alberta police service. I heard loud and clear that Albertans want to be provided with more information on this topic. To meet this need, we have launched a website www.futureofABpolicing.ca.

I encourage all municipal leaders to visit the website and learn more about how Alberta is part of a growing national conversation on the future of RCMP contract policing, (see <https://www.futureofABpolicing.ca/canadian-context> for the details).

No decisions have been made on whether Alberta will transition to an Alberta provincial police, and Alberta's government is continuing to listen to a wide variety of viewpoints on this topic.

Warm Regards,

**On behalf of Honourable Tyler Shandro
Minister of Justice and Solicitor General**

204 Legislature Building
10800 - 97 Avenue, Edmonton AB T5K 2B6
Phone (780)-427-2339
ministryofjustice@gov.ab.ca

 Alberta Justice and
Solicitor General

Classification: Protected A



Date: August 2, 2022

To: Alberta Municipalities

From: Orysia Boychuk, President, Ukrainian Canadian Congress – Alberta Provincial Council

RE: Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7)

Ukraine's 31st Independence Day is approaching on August 24th, 2022, as well as Ukrainian Heritage Day on September 7, 2022. We would like to thank all the municipalities in Alberta that have acknowledged these important dates by lifting a Ukrainian flag or displaying a banner. This year more than ever it is important to acknowledge these dates and display Alberta's solidarity with Ukraine, those who have newly arrived fleeing the war and the diaspora that has worked tirelessly to assist the Ukrainian Nationals. The war was caused by Russian military aggression and has accounted for many lost lives, damaged infrastructure and displaced Ukrainians.

The Ukrainian Canadian Congress – Alberta Provincial Council (UCC-APC) is inviting all municipalities to raise the Ukrainian Flag, display a banner, or light up significant structures with blue and yellow colors on these 2 important dates. We appreciate all the support so many communities have provided to assist Ukrainians in their home country and on arrival to Alberta.

UCC-APC also encourages short ceremonies where possible and including all ethnic and refugee groups as appropriate. We would also appreciate receiving any photos or short notes about these events. UCC-APC will proudly display these photos on our social media pages and share with our national organization the Ukrainian Canadian Congress to showcase Alberta's commitment to this important cause and that we remain the cradle of Ukrainian settlement in Canada.

Orysia Boychuk, President

UCC-APC



Orphan Well Association

Alberta Oil and Gas Orphan Abandonment and Reclamation Association
1800, 222 – 3 Avenue SW, Calgary Alberta, T2P 0B4
www.orphanwell.ca

RECEIVED

AUG 02 2022

TOWN OF CALMAR - INT. *KB*

July 26, 2022

Mayor Sean Carnahan
PO Box 750
Calmar, Alberta
T0C 0V0

Dear Sean Carnahan,

You received a letter and annual report from the OWA earlier in July that was intended for a colleague in a different county due to an error in the mailing process. This updated letter includes information relevant to your area. Our annual report is also available on our website at orphanwell.ca.

When a well, pipeline, facility or associated site in Alberta no longer has a legally or financially responsible party that can be held accountable, it may be designated as an orphan by the Alberta Energy Regulator (AER) and becomes the responsibility of the OWA. Our mandate is to decommission the orphans and restore the land similar to its original state in a safe, principled and cost-efficient manner. Every site that is closed is then available for farming, pastureland, recreation or a growing community.

In 2021/22, our typical cost for decommissioning a well was \$20,000 and reclaiming a site was \$19,500, with specific projects varying depending on technical complexity. A 2019 study by the Petroleum Services Association of Canada found between 41 and 57 people are employed in the closure of a single well.

From April 1, 2021 to March 31, 2022, the OWA invested about \$194,000 in Calmar, hiring 16 vendors to safely perform a variety of activities on 5 orphan sites, ranging from inspections and decommissioning to remediation and reclamation, but also including much-needed indirect hospitality services and other related spending.

There remain other orphan properties in Calmar that are part of the overall Alberta inventory, including 2 orphan sites that require decommissioning and then reclamation, and 2 sites that require reclamation only. Our complete inventory, updated monthly, is in the “About” section of our website at orphanwell.ca.

In addition to orphan properties, Calmar also has 1 inactive well licenses. These properties have solvent owners and operators and so are not the responsibility of the OWA. These inactive sites

with solvent operators may participate in the Government of Alberta's Site Rehabilitation Program (alberta.ca/siterehab). However, the OWA is not eligible to participate in this program.

For our part, the OWA's work is essentially entirely funded by Alberta's oil and gas industry, including industry repayment of federal and provincial loans. On behalf of industry and the AER, we assess orphan properties and ensure those that are high-risk are addressed first, and then round out our plans with medium- and low-risk sites using an area-based approach to maximize the efficiency of our operations.

In a broader context, over the past fiscal year, the OWA continued a high pace of well decommissioning and, despite receiving almost 700 new orphan wells, we actually *decreased* the overall inventory from over 2,000 wells to about 1,700. Years of reclamation work, the final stage of closing a site, resulted in more projects completed than any other year in our two-decade history. With our steady and strategic approach, if no new sites were added to our inventory, most decommissioning work would be done within two years and reclamation would be complete in the years following.

Unfortunately, although Alberta's energy sector has rebounded with higher oil and gas prices, we are still feeling the impact of a years-long downturn. We expect that we will continue to add new orphan sites, although over the longer term this should be mitigated by significant regulatory enhancements aimed at reducing the risk of future orphans.

As we've continued to reduce our inventory, we have seen extraordinary efforts from the OWA staff and contractors. And very importantly, we have the funding from industry and remaining funds from government loans—not grants—that have helped put people to work, with loans already being incrementally repaid.

Underpinning all the OWA's efforts is our relationship with our industry partners and contractors—nearly 600 large and small businesses across Alberta. They are the arms and legs of the OWA and critical to how we do our job, meet our goals and perform our mandate.

We've have had a successful year of reducing environmental liabilities, improving cost-efficiencies, supporting local communities, and building our role as a trusted partner to government, industry and landowners—and we are confident we will meet the challenges ahead.

For more information, I invite you to visit our website at orphanwell.ca, or contact me directly at 403-297-3398.

Yours truly,



Lars De Pauw
President
Orphan Well Association



Leduc & District Food Bank Association

P.O. Box 5008, Leduc, Alberta, T9E-6L5
PH. # 780-986-5333 / Fax # 780-986-4803
e-mail: director@ldfb.ca www.ldfb.ca

July 14/2022

RECEIVED

AUG 02 2022

TOWN OF CALMAR - INT. KB

Mayor Sean Carnahan
4901-50 Ave.
Calmar, AB
TOC-0V0

Re: Funding request for the Leduc & District Food Bank Association - Budget year 2023

Dear Mayor Carnahan & Council:

The Leduc & District Food Bank Association would very much appreciate the opportunity to thank Mayor Carnahan and Council for their support.

The LDFB would like to submit our regular request for \$1,500.00 for the 2023 budget.

Your contributions have a direct impact on our organization's financial health and its ability to provide services to the community and to weather economic change without placing additional strain on our stakeholders in times of difficulty. We also know this is challenging times for all of us.

Enclosed please find our **2021 Annual Report**. This report covers **statistical information**. Also enclosed is the **2022 Budget, Audited Dec 31, 2021 Financial Statements**, the list of **2022-2023 Board Members**, as well as the **breakdown of usage of the 7 municipalities**.

As such we ask the Town of Calmar Council to continue to stand behind the LDFB as we continue to work hard for the people of this region.

We would also be very happy to present to council and answer any questions that they might have. If you wish to have a presentation either virtual or in person we would be more than happy to schedule a time at your convenience.

Resent update. The LDFB was offered in late June the opportunity to purchase the 2 bays adjoining our present operation. Due to the tremendous growth and demand that the LDFB has experienced since moving to this location (Sept. of 2018) the decision was made to purchase the 2 bays. We will be working towards moving the Kitchen and skills Learning Center over to our warehouse location and adjoining that we will be working on a community kitchen that will allow us to expand our programs to clients within the region. This will logistically help combine and support our present programs.

Serving the Communities of:

Beaumont Calmar Devon City of Leduc Leduc County Thorsby Warburg



Leduc & District Food Bank Association

P.O. Box 5008, Leduc, Alberta, T9E-6L5
PH. # 780-986-5333 / Fax # 780-986-4803
e-mail: director@ldfb.ca www.ldfb.ca

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This will also give the LDFB more warehouse space which is presently at capacity and offer a safer working space for our staff and volunteers. This addition should help support the services for the next several years to come. The hope is that we will then be able to look at offering programs in other locations. This will help to better service the outer areas of the region.

Sincerely,

Gert Reynar
LDFB Executive Director

Serving the Communities of:

Beaumont Calmar Devon City of Leduc Leduc County Thorsby Warburg

LDFB 2022 Budget

	A	B
1	2022 Budget	
2		2022 Budget
3	Regional support	97,500
4	United Way grant	81,810
5	Special Events	23,083
6	Investment interest	2,000
7	Total Personal Donations	164,000
8	Total Corporate Donations	109,183
9	foundations	31,500
10		
11	subtotal	509,076
12		
13		
14	Food Donations	2,342,344
15		
16	Total Revenue	2,851,420
17	Total Revenue (minus food)	509,076
18		
19	Expenses	
20	Employee Costs	
21	Wages & Salaries	
22	EI Expense	
23	CPP Expense	
24	WCB Expense	
25	Employee Benefits	
26	Total Employee Costs	352,427
27		
28		
29	Facilities	
30	Custodial	
31	Building Maintenance	
32	Utilities	
33	Security / Telephone	
34	Cond Fees	
35	Total Facilities	108,000
36		
37	General Overheads	
38	Vehicle Expense - Fuel	
39	Vehicle Maintenance	
40	Insurance	
41	Total General Overhead	48,650
42	program materials	2342344
43		
44	Total expenses	2,851,371
45	Total Expense (minus food)	509,027
46	Net Income	0



Mehbs Dharshi
OWNER
Black Gold Husky Gas and Liquor Stores
Delivering a large donation of turkey and ham to the Leduc Food Bank.

ANNUAL REPORT 2021

www.ldfb.ca



@LeducFoodBank

#210 6051 47 St

Leduc AB

Phone 780-986-5333

COVID-19 ... YEAR 2

challenged all of us with Delta & Omicron

Covid-19 in year 2.

The LDFB had "O" days closed due to the Covid-19 virus and its variants. We've all learned how to search out, find and take a rapid test. We continued to be diligent and make sure to keep staff and volunteers safe and our programs operational as best as possible while still meeting all AHS recommendations and restriction. Our new normal was to work around whatever barriers were thrown our way.

The food chains! That has continued to be an interesting roller coaster. Thankfully our local grocery stores within the region worked closely with the LDFB to make sure we were able to maintain our warehouse stock. Food drives were limited and carefully designed to meet all safety concerns.

Working closely with the Schools we were able to identify a gap and set up a bagged lunch program working with 13 schools and lunches for 160 students from Nov 15 to Dec 31/2021. This program has continued into 2022.

In July we assembled Client Day Kits for those individuals without cooking facilities. These are meals that do not need heating or refrigeration and can be accessed 3 days a week as needed.

There was an increase in need and support of our programs for many individuals and families, who now found themselves needing help rather than being able to support the food bank by donating.

The LDFB continued to operate due to the dedicated staff and volunteers who continued to limit their exposures to make sure we all stayed safe. They deserve to be acknowledged in so many ways and yet they ask for no recognition at all. These generous caring

individuals continued to put their safety at risk just to make sure we could keep operational and our services accessible to those struggling through these very difficult times. How do you even begin to thank individuals like this! They truly are a gift and we have been blessed to have the privilege to work side by side with each one of them.

We would like to thank all those businesses and individuals who helped support our virtual auction in October. We received some amazing outside-the-box donations and created great opportunities for auction participation.

A big thank you to the board for their time, governance and continued support. "You really do make a difference"!

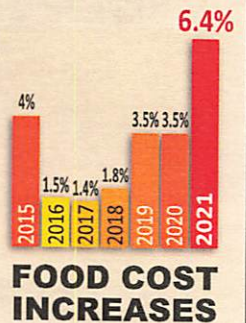
FOOD PRICE INCREASES

How much have food prices increased?

Since the start of the pandemic, food costs have jumped by about 11%. Wages over the same period have declined by 1.2%.

According to the Bureau of Labor Statistics, food prices climbed by 6.5% in December from a year before — the biggest increase since 2008.

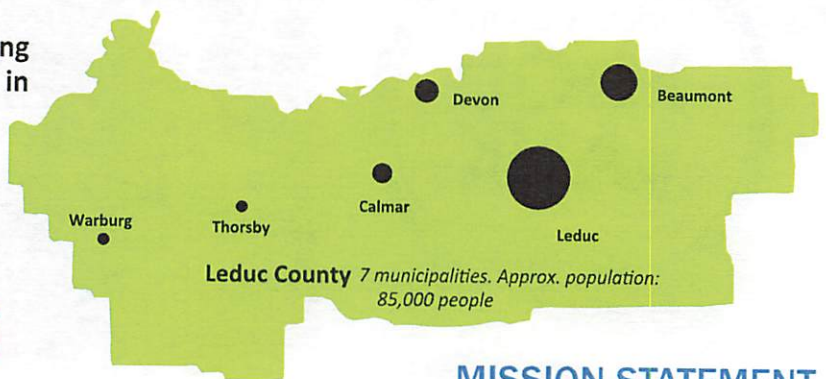
Canada's Food Price Report projects that in 2022 food prices are expected to increase by five to seven per cent, as the country grapples with the COVID-19 pandemic and ongoing supply chain issues.



The LDFB is an organization that relies on community donations and volunteer support in order to provide short term assistance.

The LDFB is about building relationships to fill the gaps in the community.

www.ldfb.ca



Leduc County 7 municipalities. Approx. population: 85,000 people

MISSION STATEMENT

To empower our community to aid those in need of food support through strategic:

- Collaborations
- Educational programs, and
- Re-distribution of food and goods

VISION STATEMENT

Where all individuals are empowered to achieve their full potential, by having the opportunity to access basic social needs.

VALUES

- Helping** Taking care of others to meet their needs
- Client Empowerment** Enabling our clients to move things forward.
- Fulfillment** Personal, organizational and/or community accomplishment

Volunteer Hours



84,176 Volunteer Hours Since 2013

Equivalent to \$1,262,490.00 at \$15/hour



LDFB

#210 6051 47 St, Leduc, Alberta T9E 6L5
 www.ldfb.ca P. 780-986-5333 F. 780-986-4803 E. director@ldfb.ca

2021 Food Hamper Statistics

Leduc & District Food Bank Family Usage - 2021

	BEAUMONT	CALMAR	DEVON	LEDUC	THORSBY	WARBURG	LEDUC COUNTY	BREAD BASKET PROGRAM**	TOTALS
Total Families*	64	44	83	479	24	11	79	166	950
Total Hampers Accessed	142	112	212	1208	48	20	178	958	2878 [†]
Adults - Unique*	125	83	129	774	35	27	145	99	1417
Children - Unique*	123	41	101	526	29	14	95	71	1000
Lbs Distributed Per Area	35,560	22,327	44,371	254,224	10,343	4,342	40,211	94,395	505,773
Approx \$ Amount Distributed Per Area	\$92,456.00	\$58,050.20	\$115,364.60	\$660,982.40	\$26,891.80	\$11,289.20	\$104,548.60	\$245,427.00	\$1,315,009.80

Count of adults and children with multiple hamper usage: Adults: 322[†] Children: 2321[†]

Christmas Hampers distributed in 2021: 208 (Leduc Santa's Helpers), 245 (Leduc Food Bank), and 264 (County Elves Programs) **TOTAL: 717**

* **Unique** - represents a family or person counted once regardless of how many times they use the service.

** **The Bread Basket - Unique Clients: 166 in 2021.** Clients can be registered to receive a bread hamper in between or instead of a regular hamper. Bread Basket hampers contain extra items when available (bread, pastries, fruit, vegetables, dairy, potatoes, etc)

[†] Clients with multiple usage.

PRIMARY SOURCE OF INCOME

- 47% CPP, EI, AISH, WCB
- 30% Social Assistance
- 17% Full-time Employment
- 5% No Income
- 1% Self Employment

39% FRESH

PRODUCE, MEATS, EGGS, DAIRY, ETC.

162,393 lbs or \$422,221.80



13% CLIENT AREA

BREADS, BUNS, MUFFINS, PET FOOD, BABY FOOD, ETC.

52,831 lbs or \$137,360.60

48% NON-PERISHABLE

CANNED & PACKAGED SOUPS, STEWS, SALMON, TUNA, PANCAKE MIX, ETC.

196,154 lbs or \$510,000.40

TOTAL: 411,378 lbs or \$1,069,582.80

HOUSEHOLD COMPOSITION

- 36% Single Parent Families
- 31% Single Adults
- 24% Dual Parent Families
- 9% Couples

EXPENSE BREAKDOWN

- 56% Food
- 19% Community Redistribution
- 22% Operations
- 3% Building

2021 Total Pounds

Received Value

1,008,063 lbs
\$2,620,963.80



Distributed Value

411,378 lbs
in hampers

plus 94,395 lbs for the Bread Basket program

10,214 lbs for the Kitchen Learning Centre
\$26,556.40 value

Total **515,987 lbs** or \$1,341,566.20

This is equal to **42,999 lbs** or **22 tons** per month distributed in these 3 programs*

* **This does not include Snack Attack or the Bagged Lunch Program. Nutrition Kits were not available in 2021 - LDFB provided the Bagged Lunch Program instead.**

HOUSING TYPE

- 74% Rent
- 18% Own/Mortgage
- 7% Subsidized Housing
- 0.5% Homeless
- 0.5% Couch Surfing

MONTHLY INCOME

- 5% None
- 10% \$1 - 1000
- 27% \$1001 - 2000
- 26% \$2001 - 3000
- 32% over \$3000

DONATION BREAKDOWN

- 64% Businesses
- 22% Community
- 8% Grants
- 3% Airport Security Program
- 3% Other

LDFB 2021 Programs

United Way Tools for School



The LDFB, in partnership with United Way is the collection / distribution centre for the Tools for School program (TFS).

We work closely with local school divisions and all regional agencies. Families can register with the LDFB starting in May and receive TFS kits through September. School supply donations can be made to the LDFB any time of the year.

343 Students supported



162 Families helped

\$38,553

Sponsors: Leduc Black Gold Optimists Club, Ascendant Financial

Snack Attack

The LDFB Snack Attack Program is a program designed to address the increasing need for snacks in our schools for children and youth who come to school hungry. The program will ensure the school districts have access to healthy snacks at school to support their students' success in education.

62,907 Snacks

\$34,505.82

Sponsors: Beaumont Columbus Alberta Association, SEARIC, Cargill Ltd, Meal Share, Damson Davis Foundation

School Bagged Lunch

The School Bagged Lunch Program was started with 12 schools within the City of Leduc, the City of Beaumont, and the Town of Devon. The program ran from Nov.15, 2021 to Dec.17, 2021. This was in response to the need for bagged lunches for those students who needed more food security.

The lunches consist of a sandwich, a fruit, and vegetable.

1238 bagged lunches for 160 students

1103 lbs (approx. cost \$5181.00)

Sponsors: Leduc/Nisku Rotary Club, Food Banks Canada Grant, Costco Nisku

*Thank you to **Food Banks Canada** for supporting LDFB with a grant, with funding through Agriculture and Agri-Food Canada's Emergency Food Security Fund.*



Bread Basket

Clients can register to receive a bread basket in between food hampers. Clients are contacted and given a time to pick up their basket.

A basket can consist of bread, buns, pastries, as well as a variety of any extra fruit, vegetables and dairy when available.

This program gives clients the flexibility of accessing a bread basket in between paycheques rather than a full monthly hamper.

958
baskets distributed
(166 unique*)
94,395 lbs or
\$245,427

** Represents a family or person counted once regardless of how many times they use the service.*

Bagged Day Kits

Bagged Day Kits were made available for those without cooking accommodations.

July 1 - Dec. 31, 2021

83 Kits, 21 Unique participants
996 lbs or \$2589.60



Leduc Regional Community Connections Centre (LRCCC)

Kitchen Learning Centre (KLC)

43 unique* participants made
10214 meals This is equivalent to 17212 lbs or \$44,751.20. Total number of visits = 722

Located at the Gaetz Centre, this program is designed to work directly with LDFB clients, youth and low-income individuals who learn ways to:

- Prepare quick, easy, healthy, affordable meals using food hamper items
- Expand awareness of a broad range of foods and ways to prepare them
- Learn strategies to stretch their food dollar, food safety and nutritional food knowledge

Participants reported that they increased their knowledge regarding cooking, as well as strengthening their confidence and self-esteem, expanding their social network, help build natural supports into their lives, and increased Mental Health stability.

Life Skills Learning Centre

33 Unique participants

104 total # of visits

A collaborative or coordinated service delivery to identify and close the gaps between agencies, their clients and low-income individuals was initiated. Following the concept that the KLC was able to identify, mainly life skills are a huge factor in being able to help individuals move forward. A multi-agency approach is the goal of the centre and has been proactive in fostering partnerships.

Due to Covid-19 restrictions, limited programs ran in 2021.

LRCCC SPONSORS: Warren Gaetz Family, John Deere Foundation, United Way Community Investment

PARTNER: Leduc Regional Housing Foundation

Due to Covid, the kitchen operated with only 2 clients per session at a time for the 12 months. Participation was limited due to safety precautions.

LDFB

Affiliated Programs

Due to Covid-19, this year the LDFB did ask supporters to help by making monetary donations. We want to thank everyone for their kind support and understanding. These monetary donations allowed us to purchase food directly and helped keep our limited staff and volunteers safe.

Mealshare



Mealshare partners with top tier restaurants and puts their logo beside a few menu items. When a customer orders one of these Mealshare branded menu items, they get their meal, just like normal, and they are also providing one meal to a youth in need. There's no extra cost or action for the customer - just buy one, give one! A portion of the proceeds collected are directed to the Leduc & District Food Bank.

WECAN Food Basket Society

Anyone can access and use this food co-op. Operated by the St. David's United Church, the food bank is a drop-off and pick-up point for monthly orders. We encourage client participation by offering a one-time free access to this program for first-time clients.

In 2021, 221 WECAN orders were placed with 124 volunteer hours.



Food Donation Connection



Food Donation Connection manages food donation programs for food service companies interested in donating food to non-profits. They coordinate all aspects of their donor partner's food donation programs. In 2021, LDFB received 2402 lbs of food (= \$5,465.20) from KFC.

Ways to Support Us

A very big thank you to all the VOLUNTEERS who helped make the following successful during the Covid-19 pandemic:



United Way of the Alberta Capital Region

The Leduc & District Food Bank is a partner member. Designated donations through work or personal donations can be made directly through United Way to the LDFB.

United Way grants go towards our Food Hamper program, Kitchen Learning Centre and Life Skill Centre.

In 2020, due to Covid, on behalf of agencies within the region, we received a one-time technology grant to help those individuals who found themselves with no way to connect with helping agencies.



RCMP Staff a Cruiser Christmas Campaign 2021

A big thank you to the Leduc & Beaumont RCMP Detachments for taking the time to organize and host this campaign again this year.



ATB Cares is a way for donors to donate to the food bank.



Bottle Recycling Program

Feel free to donate your empty bottles and milk cartons to the LDFB. A collection bin is located in these locations: Canadian Tire, The Food Bank, and Leduc Bottle Depot. These bins are for **BOTTLE RECYCLING ONLY**.



Fall Food Round Up - 2021 Update

Held in October, this event is organized by community members who work with schools, churches, organizations and individuals within the community. A virtual silent auction campaign was also held and monetary donations were accepted.

A big thank you to the committee and community for their support of this campaign. A huge thank you to Vivid Signs & Designs, Leduc Chrysler, Triple J Signs, and Terri Drynan (ReMax Real Estate) who help sponsor this event, and all the business and individuals who donated items for the auction. We received such great support & feedback from all of you!



Holiday Train

The Holiday Train Program began in 1999. Every two years, the Holiday Train visits this community with hundreds of thousands of festive lights and a live show featuring well known performers. It is the only fundraiser of its kind for food banks in Canada. During Covid-19 pandemic, a virtual tour was held instead.



Donating On-line

Canadahelps.org helps Canadian charities by enabling them to easily receive online donations. The LDFB is registered with this organization and donations can be made by accessing www.canadahelps.org. Type in "Leduc & District Food Bank Association" and print out your receipt on-line.

Country Christmas Lights Event

Look for Kinsmen Club of Leduc and Leduc Antique West Society's Christmas Lights event, held at their Antique West Society location.



The Food Bank Community is Invaluable

If it were not for the community spirit of this region, the LDFB would not exist. We wish we could zero in on every function, organization, service club, school, church and the many personal and business supporters that provide us with goods and the funding to meet our goal of helping others. You are the backbone of the LDFB.

Our apologies if we have missed thanking anyone



SPECIAL RECOGNITION

Special recognition and thanks is given to those who donated \$1000 or more to the LDFB in 2021

CORPORATE

Adventure Foundation
Fraserway RV Leduc
Agrium Inc
Apex Utilities
Ascendant Financials Inc
Aspenleaf energy Ltd. NEP Canada ULC
Aspen Custom Trailer
Atco Electric & Atco Gas
Blackjacks Roadhouse
Brookfield Residential AB.
BJ Electrical Supplies
Burnco Rock Products
Canadian Pacific Holiday Train
Canadian Tire
Capital Power
Capital Region Southwest
Cargill Ltd
Carmacks Enterprises Ltd
CASL Surface Technologies
City of Beaumont
City of Leduc
Coldwell Banker Haida Realty
Eaglemount Church -Beaumont
Enterprise Holdings Group
EDO Japan
FCSSAA
Fortis Alberta
Gaetz Agency

Green Bottle Depot
IGA Garden Market -Devon
Integrated Solutions Peterborough
John Deere Foundation
Komplete Modular Solutions
Ledcor Industries & Employees
Leduc Chrysler
Leduc County
Leduc Huky Gas Station
Maude Financial Inc
Medicine Shoppe-Leduc
Mixcor Agregates
Myarc Electric
Nisku Ford
OTH Industrial Supply
Pembina Pipeline
Ritchie Brothers
RV World
Recochem Inc
Red Tail Landing Golf Course
Schwab's RV World
Sperry Rail Canada
Staples - Leduc
Telus Communication
The Hobby Shop
Town of Calmar
Town of Devon
Vallard Construction LP
Village of Warburg
Walmart

COMMUNITY

Beaumont Columbus AB Association
Black Gold Regional Schools
Blackjacks Christmas Dinner
Bowes Foundation - Gift Funds Canada
Boston Pizza Foundation - Leduc
Chimp Charitable Impact Fund
City Life Christian Center
Daystar Christian Assembly
Devon Community Church
Devon Christmas Elves
Devon Lions Club
Edmonton Community Foundation
Extendicare Stimulation Residence - Leduc
Food Banks Alberta
Green Works Farms
Food Banks Canada
Jenny's Memory Tree
Kevin Gaetz Charity Fund at Edmonton Community Foundation
Ledcor Charitable Foundation
Leduc Lions Club
Leduc U18 1B Roughnecks
Leduc/Nisku Rotary Club
Leduc Old Blades Team
Loblaws Spring & Fall Campaign
Local Meats - Leduc
Mazon Canada Foundation
Peter Gulligan Foundation

Safeway -Southfork Liquor Store
Safeway -Leduc
SEARIC
Second Glance Clothing
Sobeys Beaumont Liquor Store
Sobeys Beaumont
United Nurses of Alberta
UW of the AB Capital Region
Women of the United Church of Canada - Devon
Western Community Foundation

INDIVIDUALS

Abma, Lorrie & Family
Bandraval, Joanne
Berg, Adam & Bridget Maude
Bergen, Dennis
Brilz, Alan & Siobhan
Bradridge, Anthony
Becker, Cheryl
Baur, Martin
Brauer, Peter
Dudar, Venessa & Dustin
Eshak, Rania
Gant, Stacie
Gill, Harmon & family
Gilchrist, Graham
Gerber, Stan & Elaine
Hubbard, Zane
Huillery, Malissa & Quentin
Jory, Sandra
Kachman, Marnie

Kroetsch, Derek
Koehn, Branden
Kruger, Barbara
Lowe, Rebecca & Jason
Lynn, Colleen
Maude, John & Susan Quinn Charitable Foundation
Marriott, David
Mix, Lorne & Tina
Morris, Peter
McLay, Jean
Mundt, Wayne
Nahirniak, Susan
Ridout, James
Robinson, Tony & Val
Rowsell, Derrick
Shannon, Jillian
Siderius, Jan & Mennie
Simms, Jeff
Sinclair-Rice, Susan
Sluggett, Richard
Southam, Douglas & Isabelle
Stenecker, Mike
Storeshaw, Janice
Temple, Lance
Turner, Wilfred
Turner, Jonathan
Tschritter, Lindsey

A HUGE THANK YOU TO:

Black Gold Husky Gas and Liquor Store for the generous donation of hams and turkeys again this year. Myarc Electric and Leduc Overhead Door, our neighbours, who have been so supportive by sharing the use of their forklifts.

OUTSTANDING IN-KIND DONATIONS

We would like to recognize the following for their in-kind donations in 2021

CORPORATE

49 North Lubricants
Air Canada
AltaTec Auto Glass & Windows
Apex Utilities Inc.
Analida -Organics
Beaumont News & staff
Black Gold Husky Gas and Liquor Stores
Bloom'N Buckets Country Greenhouse
Canadian Tire Leduc
Castral Raceway
City of Leduc & Staff
City of Leduc Lats Drivers
Clarence Shields & family
Cobs - Leduc
Co-op Petroleum
Costco -EIA
Craig's No Fills- Leduc
DC Signs
Devon Dispatch & Staff
EIA - Premium Outlet Mall
EIA (Airport Security Program)
Gate Gourmet
Giant Tiger
Global Medics
Global Pet Foods - Leduc

Grassy Lane Custom Meats
Green Works Farms
Ground Steam - organics
Gruger Family Fungi Farm
Hardy's Independent -Devon
ICON Automotive
IGA Garden Market - Devon
Jeb's No Frills -Beaumont
Ken's Furniture
Leduc Car & Truck Wash
Leduc Co-op
Leduc Co-op Food Store
Leduc Overhead Doors
Little Potato Company
Local Meats
London Drugs
Maple Tech Consulting
Marshall's - EIA
Medicine Shoppe -Leduc
Michaels Stores
MNP
Myarc Electric
Nisku Digital Signs
Oil Country Towing
Pampered Chef
Pearson's Berry Farm EIA
Safeway - Leduc
Savick Inc. - Samuel Kondratski

Shoppers Drug Mart - Leduc
Sobeys' Beaumont
Staples -Leduc
The Rep & Staff
Tier-3 I.T.Solutions
Triple J Signs
Urban Vinyl
Vivid Signs & Designs
Walmart - Leduc

COMMUNITY

Canadian Literature Resources Center
Leduc Chamber of Commerce
Norma Dee's Kitchen - Devon
Paradies Lagardere - EIA Stores
Quincy's Quilting

INDIVIDUALS

Mix, Tina & Lorne
Moe, Bill & Luba - Grow Towers
Moussa, Ed & Faiza
Pitts, Ed
Pomerleau, George
Reynar, Syd
Reynar, Josh
Thompson, Cecile & Perry

Vehicle Sponsors



LEDUC & DISTRICT FOOD BANK BOARD OF DIRECTORS (2022-2023)

POSITION	NAME	ADDRESS	POSTAL CODE	AFFILIATION	HOME PHONE	WORK PHONE	FAX / E-MAIL
Chairman	Shelley Hamilton	8 Notre Dame Crest Leduc	T9E 6H8	Member At Large	780-986 5227 C# 780-975-3974	780-986-(780) 986-2248 ext. 145	ham4@telusplanet.net
Vice Chairman	Cindy Carstairs	9 McLaren Pl, Leduc	T9E6N5	Member At Large	780-977-7179	780-955-4095	cindycarstairs@hotmail.com
Treasurer	Sieger Siderius	477 Sheppard Blvd Leduc	T9E0T3	Member at Large	780-387-0451	780-986-1108	Siderius85@gmail.com
Secretary	Melanie Nesimiuk	66 McKenzie Ct	T9E1A4	Member at Large	780-497-1919		melanie.nesimiuk@gshare.blackgold.ca
Directors							
	Jacquie Olsen	1219 Oakland Dr Devon	T9G 2G9	Member At Large	780-987-0817	587-879-7238 Cell	jacquie.olsen@gmail.com
	David Marriott	3609-36 Ave. Leduc	T9E 6G6	Member At Large	780-986-0056	780-951-9509 C	dcm90@telus.net
	Nadine Leming	402, 182 Keystone Crescent Box 5484 Leduc AB	T9E 6L7	Member At Large	780.919.1404		nadineleming1@gmail.com
	Kimberley Bezanson	25 Huron Drive Leduc	T9E 4N6	Member At Large	780-686-9287	780-436-9949 ext 1402	kimberlysbezanson@gmail.com
	Carrie Presley	10 Birchglen Cres Leduc	T9E 0C5	Member At Large	780-980-5117	780-695-5115	carriepresley@hotmail.com
Honorary Board Member	Charles Klass	34 Caledonia Dr. Leduc	T9E-6C7	Founding Member	780-986-1087	C# 780 984 2301 890-8988	klassmusic@shaw.ca
Executive Director	Gert Reynar	4503 54 Ave Leduc	T9E5W5	Executive Director	780-986-0175	C# 780-915-3695	Director@ldfb.ca

Revised\ June 25 /2022

LEDUC & DISTRICT FOOD BANK 2021 STATISTICS

Area	# of Families	# of Hampers distributed per area	% of hamper use per area	# of adults and children serviced per area *	Pounds distributed per area	Approximate Amt in \$ distributed per area **	Population per area	Funding received for 2021	Per Capita	Funding request for 2023
Beaumont	64	142	7%	248	35,560	\$ 92,456	21,000	\$ 20,000	\$ 0.71	\$ 15,000
Calmar	44	112	6%	124	22,327	\$ 58,052	2,250	\$ 1,500	\$ 0.67	\$ 1,500
Devon	83	212	11%	230	44,371	\$ 115,963	6,650	\$ 5,000	\$ 0.75	\$ 5,000
Leduc	479	1208	63%	1200	254,224	\$ 660,982	33,000	\$ 60,000	\$ 1.82	\$ 60,000
Leduc County	79	178	9%	240	40,211	\$ 104,549	15,000	\$ 10,000	\$ 0.67	\$ 10,000
Thorsby	24	48	3%	64	10,343	\$ 26,891	1,050		\$ 0.47	\$ 500
Warburg	11	20	1%	41	4,342	\$ 11,396	800	\$ 1,000	\$ 0.62	\$ 1,000
TOTAL	784	1920	100%	2247	411,378	\$ 1,070,289	79,750	\$ 97,500		\$ 93,000
BREAD BASKET not broken down by areas	166	958		170	94,395	\$ 245,427.00				
July 2021 to Dec 2021 Special Day kits for those living rough or transiant - 82 kits distributed, 964 lbs, \$2506.40, 21 unique individuals										
* Total adult and children count is a unique count -counted only once even though they would of received multiple hampers .										
Count of adults and children with multiple hamper usage: Adults 3222 Children 2321										
Total lbs out in hampers in 2021 - 411,378 X \$2.60 = \$1,069,582.80										
Total lbs. Received in 2021 - 1,008,063 X \$2.60 = \$2,620,963.80										
** Cost of distribution per area is dependent on required size of hampers - example families as oppose to single adults.										
Some areas have a larger concentration of large familes using the Food Bank as oppose to single family usage.										
KITCHEN LEARNING CENTER- presently not broken down by municipalities										
Jan 1/2021 to Dec 31 2021 - 43 Unique individuals attended - repeat participation 722 sessions										
10,214 meals were made for a total weight of 17,212 lbs or \$44,751.20										