

TOWN OF CALMAR REGULAR COUNCIL MEETING TO BE HELD
IN PERSON AND VIRTUALLY ON MARCH 20, 2023,
COMMENCING AT 7:00 PM

GoToMeeting
Public Access Code: 211-016-493

AGENDA

- | <u>ITEM</u> | <u>SOURCE</u> |
|-------------|--|
| 1. | Call to Order |
| 2. | Adoption of Agenda |
| 3. | Public Hearings – None |
| 4. | Delegations <ul style="list-style-type: none">a) Leduc County FCSS Annual Updateb) Leduc, Nisku & Wetaskiwin Chamber of Commerce |
| 5. | Adoption of Minutes <ul style="list-style-type: none">a) Regular Council Meeting – March 06, 2023 |
| 6. | Unfinished Business – None |
| 7. | Bylaws or Policies – None |
| 8. | New Business <ul style="list-style-type: none">a) RCMP Annual Performance Reviewb) MWG Trucking Request for Penalty Waiverc) Subdivision & Development Appeal Board |
| 9. | Financial <ul style="list-style-type: none">a) 2022 Operating Surplus |
| 10. | Department Reports – None |
| 11. | Council and Committee Reports <ul style="list-style-type: none">a) Mayor Carnahanb) Councillor Faulknerc) Councillor Gardnerd) Councillor McKeag Rebere) Councillor Benson |
| 12. | Action Items – None |
| 13. | Correspondence – None |
| 14. | Clarification of Agenda Business – (Open mic) |
| 15. | Closed Session <ul style="list-style-type: none">a) Personnel – (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act).b) Development - (Pursuant to Section 25(1)(b) of the Freedom of Information and Protection of Privacy Act) |
| 16. | Adjournment |

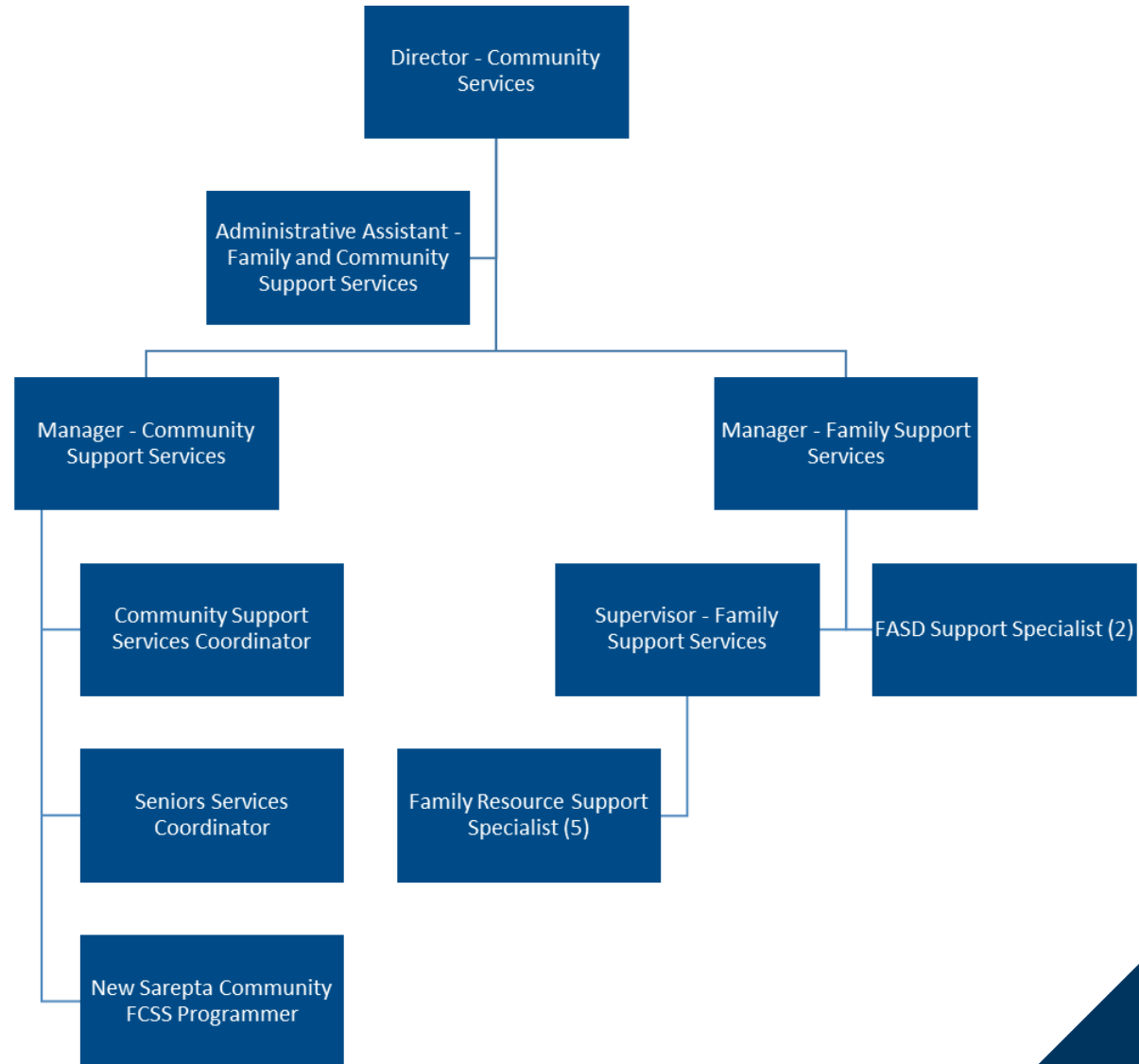


Family and Community Support Services

March 2023

Family and Community Support Services

Meet the team



Family and Community Support Services

Service areas

Family and Community Support Services (FCSS) Program

- \$474,000 grant provided by the Province of Alberta
- Provides a multi-municipal program to serve the residents of Leduc County, Calmar, Thorsby and Warburg.
- Guided by five principles that are fundamental to program success: prevention, volunteerism, community development, local autonomy and accountability.
- Develops locally driven, preventive social initiatives to enhance the well-being of individuals, families and communities.
- Provides voluntary support to adults, families, children, youth and seniors:
 - Information, referral and advocacy
 - Setting Goals and Building Skills
 - Subsidies
 - Workshops, Presentations, Groups & Events



Subsidies

Counselling Subsidy

A subsidy is available on a sliding fee scale for families and individuals who are not able to afford this service and who do not have access to benefits.

Housekeeping Subsidy

Subsidy is available to seniors and adults with disabilities to access affordable housekeeping services which support people to live in their own homes safely and reduce isolation.



Family and Community Support Services

Service areas

Family Resource Network

- \$690,000 grant received from the Province of Alberta
- Includes supports to Warburg, Thorsby, Calmar, Devon and Beaumont.
- Provides information, referrals, parenting workshops such as *Positive Discipline for Everyday Parenting*, *Circle of Security*, ***Nobody's Perfect*** and *Kids Have Stress Too*. Participation is open to all community members.
- Provides long term and short term in-home support for families identified at-risk for families with children 0 to 18 years old prenatal supports also available. Providing information related to parenting and child development , caregiver capacity, social connections and referrals to other supports in the community.



Family and Community Support Services

Service areas

Bridges FASD (Fetal Alcohol Spectrum Disorder)

- \$234,000 grant provided through external funding
- Includes support to all communities in the Leduc region.
- Provides support to individuals who have been diagnosed or may have FASD.
- Assists individuals to reduce the impacts associated with social determinants of health.
- Provides community education and awareness related to the prevention of FASD.



Contact and geographical coverage for programs and services

Leduc County FCSS – contacts and geographical coverage for programs and services

Dean Ohnysty

Director of Community Services

780-955-4535

Dean@leduc-county.com

Carol Tabone

Manager, Family Support Services

780-955-6423

CarolT@leduc-county.com

Sara Russell

Manager, Community Support Services

780-955-6424

Sara@leduc-county.com

Program	Manager	Contact	Location						
			Warburg	Thorsby	Calmar	Devon	Leduc	Beaumont	New Sarepta & rural area
FCSS Multi-municipal	Sara Russell	Sara Russell 780-955-6424 Sara@leduc-county.com	✓	✓	✓				✓
Bridges FASD	Carol Tabone	Carol Tabone 780-955-6423 CarolT@leduc-county.com	✓	✓	✓	✓	✓	✓	✓
Family Resource Network	Carol Tabone	Loretta Hannah 780-955-4599 Loretta@leduc-county.com	✓	✓	✓	✓		✓	✓



Social Framework

Value Statements

We believe that...

- Capacity building is vital to success in our communities and can be advanced through partnerships and volunteerism.
- Every resident will have access to and awareness of social programs and services and we will work to reduce barriers to support.
- Families will be provided with every opportunity to raise a healthy, active child in a quality community environment.
- Fostering healthy individuals and families will lead to enhanced well-being.
- Those living in poverty will have equal access to a healthy lifestyle through resources and supports in our communities.



Social Framework

Highlights and successes

Building the sector:

- Social awareness chamber luncheon
- Gathering our medicines conference
- Regional youth conference
- Living Libraries – sharing stories of lived and living experience
- Community safety and crisis preparedness planning

Reducing Barriers:

- Family Resource Network – drop in hours for Devon and Thorsby
- Online programs and workshops including recorded sessions on our website.



Social Framework

Highlights and successes

Children and Youth

- Partnered programs with Black Gold regional schools mental health team
- Hosted in partnership the first Youth Wellness Symposium
- Signed a MOU with AHS to offer Community Helpers program suicide prevention program for youth

Healthy people

- Mental health programs and initiatives: RMHP, Blue Monday, Mental Health Awareness
- Social awareness campaigns – Improving knowledge of social issues
- Social isolation – helping residents stay connected during the pandemic



Social Framework

Highlights and successes

Addressing Poverty

- Collaborating with service providers that provide supports for basic needs: Food Bank, Leduc Hub, LRHF, Income Support, AISH, Alberta Seniors
- Providing subsidies for low income households to access counselling and housekeeping (seniors)
- Completing free income tax returns for low income households through CVITP to ensure continued access to benefits, pensions and subsidies
- Provide financial literacy workshops and resources; assist with goal setting and empower participants to improve knowledge and skills





Family and Community Support Services 2022 statistics



2,238 PARTICIPANTS



SUBSIDIZED 260 COUNSELLING SESSIONS FOR 49 INDIVIDUALS AND SIX FAMILIES



139 VOLUNTEERS WHO VOLUNTEERED FOR 412 HOURS



54 HOUSEHOLDS ACCESSED 1,527 HOURS OF SUBSIDIZED HOUSEKEEPING SUPPORTS



78 SESSIONS WITH 2,026 PARTICIPANTS

MORE THAN 400 TAX RETURNS FILED THROUGH THE COMMUNITY VOLUNTEER INCOME TAX PROGRAM



97 PER CENT OF SURVEY RESPONDENTS REPORTED THAT THE SUBSIDIZED HOUSEKEEPING PROGRAM HAS CONTRIBUTED TO THEIR ABILITY TO REMAIN IN THEIR HOME

INFORMATION AND REFERRALS

RECEIVED 8,373 INQUIRIES, AS FOLLOWS:



- Walk-ins (258)
- Email (5,931)
- Phone (2,184)

LIVING LIBRARIES

63 PARTICIPANTS IN FOUR SESSIONS



100 PER CENT OF RESPONDANTS REPORTED INCREASED UNDERSTANDING OF COMMUNITY SOCIAL ISSUES

INTERGENERATIONAL CONNECTION EVENTS

94 PARTICIPANTS

100 PER CENT OF YOUTH SURVEY RESPONDENTS REPORTED THAT THEIR COMMUNITY FEELS LIKE A FRIENDLIER PLACE TO LIVE

100 PER CENT OF SENIOR RESPONDENTS REPORTED THAT THIS EVENT HELPED THEM FEEL A SENSE OF BELONGING TO THEIR COMMUNITY

FINANCIAL LITERACY WORKSHOPS

103 PARTICIPANTS | FOUR SESSIONS

100 PER CENT OF RESPONDENTS REPORTED FEELING BETTER ABOUT THEIR ABILITY TO IMPROVE THEIR LIVES



PARENTING WORKSHOPS

139 PARTICIPANTS

100 PER CENT OF RESPONDENTS REPORTED INCREASED CONFIDENCE IN THEIR PARENTING SKILLS



HOME ALONE PROGRAM

50 PARTICIPANTS

97 PER CENT OF RESPONDENTS REPORTED THAT THEY MAKE BETTER DECISIONS AS A RESULT OF THIS PROGRAM





Leduc County Family Resource Network

2022 statistics



176 PARENTS/
CAREGIVERS ATTENDED
ONE OR MORE OF 23
PARENTING SESSIONS

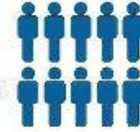
2,672

PEOPLE ATTENDED
IN-PERSON PROGRAMS
AND EVENTS

257 PARENTS AND
CHILDREN ATTENDED 10
SUMMER PROGRAMS

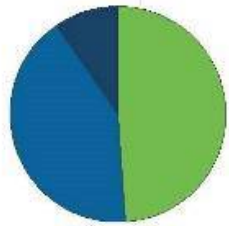


91 FAMILIES RECEIVED
658 ONE-ON-ONE
IN-PERSON SUPPORT VISITS



IN-HOME SUPPORT

AGE OF CHILDREN IN HOME



- 14 to 17 years (21)
- 7 to 13 years (91)
- 0 to 7 years (108)

IN ADDITION TO CHILD DEVELOPMENT AND CAREGIVER SUPPORT, **FAMILIES IDENTIFIED** THE TOP THREE PRIMARY NEEDS FOR SUPPORT AS:

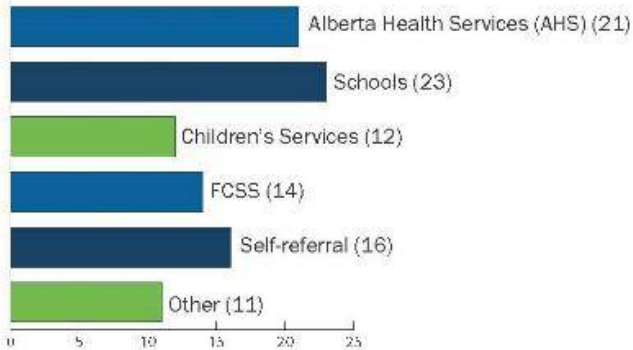
1. SOCIAL ISOLATION
2. CHILD/FAMILY MENTAL HEALTH
3. PARENTING ALONE



DROP-IN SUPPORT IS OFFERED IN THORSBY AND DEVON WITH 320 PARTICIPANTS ATTENDING FROM JANUARY TO DECEMBER 2022

SERVICE REFERRALS

WHERE DID REFERRALS COME FROM?



97 SERVICE REFERRALS FOR IN-HOME SUPPORT IN THE FRN NETWORK



93.8 PER CENT OF THE CLIENTS REFERRED TO FRN RECEIVED SUPPORT

PROGRAM DOMAINS OF SERVICE INCLUDE CHILD DEVELOPMENT AND WELL-BEING, CAREGIVER CAPACITY BUILDING SUPPORT AND SOCIAL CONNECTIONS AND SUPPORTS



2022 Statistics

Bridges FASD

- 36 individuals have been supported this year with over 1100 one on one visits including referrals to agencies to access food, legal aid, housing and financial assistance and parenting support
- 21 participants attended FASD conference focusing on Strengths and Abilities
- Prevention Conversation information facilitated at the Youth Wellness Symposium



2023 Priorities

Reduce Social Isolation for Seniors

- \$15,000 for seniors programming and events has been granted to 14 local not for profit groups

Improve access to assisted transportation for seniors.

- A policy and program will be developed and presented to Council in Q2.
- A pilot program will be launched in Q4 for future implementation.



2023 Priorities

Increase youth awareness of health services and mental health supports.

- Community workshops, presentations and awareness events are being planned to improve youth knowledge and awareness of supports.
- A partnership is being established with Community Helpers AHS , supporting FRN to host free workshops and offer support to our community.
- Host our 2nd annual regional youth wellness conference

Support safe and inclusive communities

- Community workshops and events to improve awareness and understanding of diversity and inclusion
- Development of Community Trauma Response and Recovery Committee
- Promote awareness of Family Violence and Elder Abuse Awareness
- Community workshops highlighting frauds and scams targeted to seniors



2023 Priorities

Social Awareness

- Annual Chamber social issue awareness luncheon
- Host a second annual community awareness event in partnership with the Leduc and District Chamber of Commerce.
- Increase promotion through regularly scheduled advertisements in local paper

Financial Empowerment

- Community workshops and events on financial literacy
- One on one coaching to set goals and build skills
- Application assistance or referrals to financial resources



Blue Monday 2022 Graphic Recording

Blue Monday
online live variety show
January 17, 2022

Monday is the uninvited guest!

change & transformation
your mind & will figure it out.

If you have one close friend you are blessed.
Reach out, check in on your friends!
The best way to keep a friend is to be one.

Blue Monday is known as the most depressing day of the year. It's dark, it's cold and the credit card bills from the holiday spending have arrived.
It's peculiar to celebrate today...

But, through ART, we will honour the melancholy and welcome the New Year with optimism and anticipation.
LET'S PAINT the town RED!

EXPRESSION has a place...
• art
• music
• poetry
• theatre
• ceremony
• storytelling

Honour your EMOTIONS & play

ART is the universal language

TURN BLUE INTO... breathing, speaking, singing!
... and remember...
you are not alone in this...
there is HOPE in one SEED...

Just a little bit of hope is POWERFUL!

Sketchnote by Joleyna 01/17/22



Bridges Strengths and Abilities Conference



**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD IN PERSON
AND VIRTUALLY ON MONDAY MARCH 06, 2023**

Access Code: 211-016-493

1. **CALL TO ORDER:** Mayor Carnahan called the Regular Council Meeting of March 06, 2023, to order at the hour of 7:00 pm.

PRESENT: Mayor Carnahan, Councillors Faulkner, Gardner, McKeag Reber & Benson, CAO Losier, DIG Melesko and Acting DCS Bryans and members of the public

2. **ADOPTION OF AGENDA:**

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

**CARRIED
R-23-03-0089**

3. **PUBLIC HEARINGS:** None

4. **DELEGATIONS:** None

5. **ADOPTION OF MINUTES:**

- a) **Regular Council Meeting** – February 21, 2023

Moved by Councillor McKeag Reber that the minutes of the Regular Council Meeting of February 21, 2023, are hereby approved as presented.

**CARRIED
R-23-03-0090**

6. **UNFINISHED BUSINESS:** None

7. **BYLAWS or POLICIES:**

- a) **Bylaw #2023-13** – Amendment to Bylaw #2019-17

Moved by Councillor McKeag Reber that Council pass a motion to refer this bylaw back to Administration for further amendment and first reading at a subsequent meeting, March 20, 2023.

**CARRIED
R-23-03-0091**

- b) **Policy #2023-105** – Development Scheme – Discussion Only

8. **NEW BUSINESS:**

- a) **Leduc, Nisku & Wetaskiwin Regional Chamber of Commerce Membership**

Moved by Councillor Gardner that Council pass a motion to approve the membership of the Leduc, Nisku and Wetaskiwin Regional Chamber of Commerce.

**CARRIED
R-23-03-0092**

- b) **Request for Fence Contribution**

Moved by Councillor Gardner that Council pass a motion to approve covering a maximum of \$400 towards the expense of the hydro vac involvement by the Town subject to the Town selecting the contractor to complete the work.

**CARRIED
R-23-03-0093**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD IN PERSON
AND VIRTUALLY ON MONDAY MARCH 06, 2023**

Access Code: 211-016-493

- c) **Farm Safety Centre** – Request for Donation – Follow Up

Moved by Mayor Carnahan that Council pass a motion to deny the donation request in the amount of \$350.00.

**CARRIED
R-23-03-0094**

- d) **Enforcement Services Ride-Along Program**

Moved by Councillor Benson that Council pass a motion adopt this program and it's related documents as amended.

**CARRIED
R-23-03-0095**

Recess @ 8:22 pm

Reconvene @ 8:30 pm

9. FINANCIAL: None

10. DEPARTMENT REPORTS:

- a) CAO
- b) Planning & Development
- c) Corporate Services
- d) Enforcement Services
- e) Emergency Management
- f) Public Works
- g) Economic Development
- h) Parks & Recreation
- i) Family & Community Support Services

Moved by Councillor McKeag Reber that Council passes a motion to receive the reports as information.

**CARRIED
R-23-03-0096**

11. COUNCIL AND COMMITTEE REPORTS: None

12. ACTION ITEM: None

13. CORRESPONDENCE:

- a) Municipal Affairs – Office of the Minister – 2023 Budget
- b) RCMP Annual Performance Plan

Moved by Councillor Faulkner that Council passes a motion to accept this as information.

**CARRIED
R-23-03-0097**

14. CLARIFICATION OF AGENDA BUSINESS – (Open mic)

15. CLOSED SESSION:

- a) Personal Privacy – (Pursuant to Section 25(1)(b) of the Freedom of Information and Protection of Privacy Act)

Moved by Mayor Carnahan that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 9:36 pm.

**CARRIED
R-23-03-0098**

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD IN PERSON
AND VIRTUALLY ON MONDAY MARCH 06, 2023**

Access Code: 211-016-493

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

Moved by Councillor Gardner that the Regular Council Meeting reconvene from Closed Session at this time being 10:33 pm.

**CARRIED
R-23-03-0099**

16. ADJOURNMENT:

The Regular Council Meeting adjourned at 10:33 pm.

These minutes signed this 21st day of March 2023.

Mayor Carnahan

CAO Losier

Un-Approved Minutes

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	March 20, 2023
Originated By:	CAO Losier
Title:	RCMP Annual Performance Plan
Approved By:	CAO Losier
Agenda Item Number:	8 A

BACKGROUND/PROPOSAL:

At its March 06 meeting, Council received a letter from the RCMP as received correspondence. The subject was the annual performance plan 2022-2023. Based on the RCMP analysis, they are proposing 3 focus areas. These are:

- Crime reduction – prevent and reduce property crime
- Community engagement
- Enhanced road safety

If agreed upon by the City of Leduc, Leduc County, and Town of Calmar, these 3 areas would be the foundation for the RCMP activities from April 1st, 2023, to March 31st, 2024. Once the focus areas are agreed upon, the details will be elaborate by the RCMP management team. The management team will coordinate with the CAO and the Mayor of each municipality.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The 3 areas of focus are meaningful for our community base on the feedback we have received from the residents/business community and from our observations. It is important for Calmar to have an opportunity to interact with the RCMP before the plan gets finalised, and from the correspondence receive by officer McBeth, it looks like this will be achieved. One limitation is that the 3 municipalities must agree that the plan will meet all objectives, **not only Calmar's** objectives.

Option 1: Council passes a motion to support the 3 areas of focus.

Option 2: Council passes a motion to not support the areas of focus.

COSTS/SOURCE OF FUNDING (if applicable)

No financial cost associated directly with this request.



RECOMMENDED ACTION:
Council passes a motion to support the 3 areas of focus.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	March 20, 2023
Originated By:	CAO Losier
Title:	MWG Trucking Request for Penalty Waiver
Approved By:	CAO Losier
Agenda Item Number:	8 B

BACKGROUND/PROPOSAL:

On December 30, 2022, Administration generated the utility bills. Same as always, both electronic and physical copies were sent out the same days to everyone. MWG Trucking owns multiple properties in Calmar. Some properties are residential, and others are non-residential. Practice is that unless requested by the client otherwise, Administration will group all residential in 1 envelope and do the same for the non-residential. In this instance, both envelopes would have been sent to the same PO Box which the Town has been using for a long period.

On February 3, a representative of MWG Trucking paid the invoice for the residential properties, but not the non-residential ones. As of February 6th, the invoices for the non-residential were still outstanding, therefore penalties (2.5%) were added to the non-residential accounts on February 7th.

On February 10, a representative from Paragon paid 1 of MWG invoices. This occurred because the two companies switched locations in November of 2022, and did not realize that the utility accounts stay with the owner of the building, not the tenants. When Paragon got their notice for being late, their representative contacted the Town. That is when it was discovered that they had paid the right amount, but to the wrong account number. They simply used the info registered with their bank, not the account number on their bill. Since then, that has been rectified. As a side note, moving forward, Administration will provide a reminder to a business changing location that the account number will change as it stays with the owner of the building, not the tenant.

By the end of February, as 2 of the MWG accounts were still outstanding, the 2 properties amounts were transferred to the roll as per Bylaw 2023-11. According to Bylaw 2022-03, interest in the amount of 2% gets added to the roll on the first of each month until paid. Therefore, on March 1, 2% penalties were added to 2 non-residential properties. For the third property, since Paragon paid it, the notification letter was not generated. As MWG was not notified for that

property, Administration decided not to transfer that property to the roll and since, it has been paid in full by MWG. Now only 2 properties are in arrears. One in the amount of \$119.02 (now \$122.00 with the 2.5%) and the other in the amount of \$175.25 (now \$179.63 with the 2.5%). To these would be an amount of 2% added on March 1 (\$2.44 and \$3.59).

On March 7, the CAO discussed with Mr. Gordon about the situation. Mr. Gordon acknowledge that MWG received the residential invoices and therefore, these were paid in time. As they did not receive the non-residential invoices, they did not pay or inquiry about the invoices. Their policy is that they do not pay until the invoice is received. MWG did not advise the Town that they did not receive their invoices, and the Town does not verbally follow-up with individuals in arrears as there are too many of them (3 pages for the December 30th invoice). The practice is that the system generates a letter that is sent to the owner as a reminder to pay and inform them that the unpaid invoice has been transferred to the tax roll.

To this point, it is unknown what has happened to the other envelope containing the non-residential invoices. Administration followed the same process as always. Unless we would get a return from Canada Post, it is possible that we will never know what happened to that envelope.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As the process is legislated by Bylaw, Administration cannot reverse the utility penalties or the 2% penalty once on the roll, only Council can do that. As there are many individuals in arears and the system is already configured to generate the letter for everyone that has an outstanding amount, Administration does not follow-up with the individuals other than the letter and the conversations when the clients call the Town.

As the rational for non-payment is that the client did not receive the bill, Administration is concerned that this may become an argument for individuals in arrears should Council decide to cancel penalties completely or partially. Having said this, the Town does recognize the great track record of payment from MWG Trucking.

Option 1: Council passes a motion to direct Administration to maintain the penalties.

Option 2: Council passes a motion to eliminate a percentage of the penalties.

Option 3: Council passes a motion to completely remove the current penalties on the 2 outstanding properties.

COSTS/SOURCE OF FUNDING (if applicable)

None to minimal, pending Council decision.

RECOMMENDED ACTION:

Council passes a motion to direct Administration to maintain the penalties.



Town of Calmar

Request for Discussion (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 20, 2023
Originated By:	CAO Losier
Title:	Subdivision and Development Appeal Board (SDAB)
Approved By:	CAO Losier
Agenda Item Number:	8 C

BACKGROUND/PROPOSAL:

The Town currently is using the service of Parkland Community Planning Services (PCPS) as its Subdivision and Development Appeal Board (SDAB). This is in accordance with bylaw 2021-31, which establishes the SDAB. As the contract with PCPS is concluding on March 31, 2023, Administration have explored other opportunities over the last few months. Currently Leduc County operates a regional SDAB (Leduc County and Warburg) and they are looking at potentially expanding the regional SDAB to include Thorsby, Devon, and Calmar.

Leduc **County's Administration** discussed the new format at its workshop on March 14 and it was well received by Council. Administration is going back on March 28 with the intent of recommending to Council to initiate the bylaw process. Following its meeting, Leduc County will inform us of the **outcome. The County's proposed bylaw and agreement is attached to this report** for reference.

On Wednesday March 15, Administration received an email from Leduc County stating that they would like to activate the new entity on May 1st. This would allow for Devon, Thorsby, Warburg, and Calmar to discuss and decide before the new entity is created.

COSTS/SOURCE OF FUNDING (if applicable)

The cost of becoming a member will be impacted by the number of appeals the Town would get **within a year. To Administration's recollection, the current appeal is the first in more than 15** years. In addition, all partners would share the cost to train the SDAB clerk and panel members as these positions must be trained in accordance with the Municipal Government Act.

Considering the new timeline being proposed, Calmar must extend its contract with PCPS as the Town must have a SDAB. Administration will discuss the potential extension and hopefully be able to reach a shorter term than the conventional agreement which is for 3 years.



RECOMMENDED ACTIONS:

Administration will pursue an extension with PCPS to ensure SDAB coverage/continuity. Once we know the term of the agreement extension, we will be able to evaluate the need/process for the transition.



Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	March 20 th , 2023
Originated By:	Acting DCS Bryans
Title:	2022 Operating Surplus Transfer
Approved By:	CAO Losier
Agenda Item Number:	9 A

BACKGROUND/PROPOSAL:

As per Schedule I – Schedule of Changes in Accumulated Surplus provided by MNP on March 13th, 2023 there is an Operating Surplus of \$716,756 for the 2022 fiscal year. This amount is made up of a combination of additional unexpected revenue over budget as well as cost savings throughout the year. There was also a carry forward unrestricted surplus of approximately \$500,000 from the previous year as there were no reserve transfers done for 2021 under the direction of the previous Acting CAO.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

In October 2020 Council passed a motion directing Administration to allocate \$60,000 of surplus funds to the Incentive Grant Reserve on an annual basis, for the fiscal years 2020, 2021 and 2022. There is \$35,000 in the 2023 Operating Budget for the Development Incentive Grant (DIG).

The Town also transfers \$20,000 annually for the replacement of the computer system every 5 years. The next scheduled replacement is 2025.

In 2022, the Town levied a Special Tax which generated \$129,933 in revenue that is to be used for the replacement of the aerators at the lagoon. \$47,100 was spent in 2022 to replace a portion of the aerators, with the remaining ones being replaced in 2023. Leaving \$82,833 to be transferred to reserves to be used in 2023.

As well in 2022 during Calmar Days the Slo-Pitch tournament hosted a beer garden with all proceeds raised to be donated to the Town and be allocated for Calmar Outdoor Recreation Grounds. The net revenue from this event was \$11,511.84.

Capital projects for 2023 include \$1,043,000 for two sanitary sewer line repairs, \$33,000 for a new walking path, \$30,000 to replace/repair the retaining wall at Woodland Park, \$96,000 for a



new lawn mower and \$64,000 for the completion of the replacement of the aerators at the lagoon.

Administration recommends not transferring an amount exceeding \$750,000 to reserves, leaving the balance as an unrestricted surplus.

Option 1:

Council pass a motion to direct Administration to make the following reserve transfers from the 2022 operating surplus:

- Operating Contingency Reserve - \$75,500
- Debenture Stabilization Reserve - \$0
- Incentive Grant Reserve - \$60,000
- Infrastructure Reserve - \$563,000
- Town Hall Reserve - \$40,000 (\$20,000 x 2)
- Parks Facility Reserve - \$11,500
- Arena Building Reserve - \$0

Option 2:

As there is \$35,000 in the 2023 operating budget for the DIG and \$53,000 in reserves for the program, Council pass a motion to direct Administration to make the following reserve transfers from the 2022 operating surplus:

- Operating Contingency Reserve - \$75,500
- Debenture Stabilization Reserve - \$0
- Incentive Grant Reserve - \$0
- Infrastructure Reserve - \$623,000
- Town Hall Reserve - \$40,000 (\$20,000 x 2)
- Parks Facility Reserve - \$11,500
- Arena Building Reserve - \$0

COSTS/SOURCE OF FUNDING (if applicable)

The funding is a result of the 2022 operating surplus which was generated by excess unbudgeted revenue and cost savings.

RECOMMENDED ACTION:

Council proceeds with Option 2 above.

Mayor Sean Carnahan
Council Report February 2023

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

February 15th – Municipal Planning Commission – met with commission to review setback on a proposed deck. This item was a second attempt at a deck build at the property and the MPC voted in favour of the amended setbacks.

February 16th – Brownlee LLP-Emerging Trends in Municipal Law 2023 – attended the Emerging trends in Municipal Law presentation. Where the following items were covered in discussion and case law reviews.

- Expropriation vs Constructive taking – expropriation is the taking of land without the cooperation of owner by government as covered by the expropriation Act. Constructive taking is the redistricting of land that would leave the owner with no ability to use the land for future profitable purposes. Although profitability levels can change. This is an item where municipalities need to watch carefully and ensure proper collaboration and community discussions are held appropriately during the redistricting process.
- Development trends – this included information on Government Paramourncy, where there is conflict between Federal/Provincial/Municipal laws, regulations and policy and how to reach compliancy within the confines of each parties requirements. Incentivizing local economic development, foreign ownership of land rules, infrastructure & asset inventories and Planning & Use. Are the statutory plans of the community updated, does the land use bylaw make sense and fit with the plans.
- Cybersecurity – the new trends that are being targeted towards the public sector, items to review, insurance options and reporting
- Land title delays – since the pandemic land titles office has been trying to dig out from a mountain of backlog. This is causing delays in registrations, tax implications and many other service delays. Discussion on finding other forms of support to ensure completion of transactions and continuation of plans.
- Bear Pit – open forum questions – where items around land use, planning and new legislation items were discussed, many questions were simple recaps of information learned above.

February 18th – Special Meeting of Council- Met with council to review final touches and adjustments to the 2023 budget. Tough discussion to have with the limited feedback that was received during the public open houses held for feedback on the budget.

February 27th – Attended municipal round table with MP Lake at the Leduc library. Discussion were held with Mr. Lake on the accountability of the federal government, the use of tax payers money appropriately or inappropriately. There was a large number of people that wanted a government watch dog that is independent of the government to preform investigations and action items required from the findings. Discussion on equalizing the federal election process and providing the west with more seats and count at the polls. Discussion on what the Conservative party needs to do better and how they could strategically sway more than the popular votes during future elections. This was for sure geared towards the conservative thought process but was a good forum for open discussion on Federal political items.

February 28th – Met with a town resident to discuss items of concern related to land use bylaw changes and communication with residents. It was a pleasure to have a positive open discussion with this individual. Communication that reaches our community is tough, with no area paper that goes to all, radio is extremely cost prohibitive, email is not for everyone. Finding a solid balance continues to be an item that council wants to work towards.

Council Report

Don Faulkner

March 20, 2023

High Performance Governance is all about our **Organizational Ability to Lead, Imagine New Possibilities and Achieve Operational Excellence.**

Feb. 6/23, Regular Council Meeting

- Refer to Web Site for agenda and minutes.

Feb. 8/23, Regular Seniors Meeting

- Thank you, Sylvain, and Ian, for attending this meeting, a chance to see how this group operates and please continue the conversation about how we (the town) can offer some help with some of the tasks that might be hard for the less than nimble members of this group.
- Reminder of the upcoming AGM, Jammers and this year's meeting dates (I've suggested that this should be part of the AGM) started the meeting.
- Financially they are holding their own and they continue to explore opportunities for further fund raising (Casinos and raffles). Also discussed how much utilities were increasing.
- Exploring grants for replacing lights with LEDs.
- Discussed the certifying of the kitchen and feel that they don't have to, although if we are to utilize it, it will need to be certified (thank you Ian for bringing that to my attention for me to mention) and if they desire to use it as part of their rental, they will need to certify it. This conversation will need to come up again.
- They discussed their memorial plaque and how it was running out of room (thanks again to Ian and Sylvain for offering an option to save some money in using a town vendor).
- I feel this group needs to determine what it is and what it needs to have in place to achieve that. **Perhaps we need to do a needs assessment of all our community groups and determine if it could be part of our planning process for the potential arena expansion.**

Feb. 15/23, MPC Meeting

- Setbacks on a proposed deck.

Feb. 15/23, Leduc & District Regional Waste Management Commission Meeting

- Started with a presentation by the EMRB (Edmonton Metropolitan Region Board) Solid Waste Collaborative (Standing Committee), chaired by Leduc Mayor Bob Young. Mr.

Young and several staff and consultants walked us through a power point that illustrated what they were working towards and how they envisioned us participating.

Terms of Reference; This initiative was created by the EMRB and supported by their CAOs to provide advice and support specifically on solid waste management. It is comprised of senior subject matter experts from 13 member municipalities (participation by all member municipalities is mandatory). Chair (Bob Young) was selected among collaborative members with other regional stakeholders invited to participate in meetings and/or projects, where appropriate and when agreed.

Scope; Collaborate on regional level planning. Share regionally relevant data and info. Contribute to identification of regionally significant investments. Recommend priorities for regional investments using approved criteria. Contribute to advocacy for a zero waste Region. Research and analyze different service delivery options for the Region. Subject to the previously mentioned, analyze governance implications.

They have asked us to assign someone to participate in this initiative and we will have that on our agenda at our next meeting. I have more information for anyone interested.

- Other topic of the meeting; Managers Report, Operators Report, discussion on Operations Manager, Take-It or Leave-it – Partnership, Update on Extended Producer Responsibility Legislation, Shredder/Baler Cost Implications and Sponsorship Opportunities. Just want to mention how amazing it was that we made a motion to have Goodwill Industries of Alberta to manage the Take-it or Leave-it, then before breakfast the next day it was blowing up on social media.

Feb. 16/23, Brownlee LLP, Emerging Trends in Municipal Law 2023

- **Constructive Taking:** The Impacts of *Annapolis* on Municipal Authority to Regulate Land. Basic distinction between **Expropriation**, the taking of land without cooperation of the owner by a government authority in the exercise of its statutory powers (Expropriation Act) and **Constructive Taking**, restrictive government regulation that deprives owners of property rights to the benefit of the government authority without acceptable options for compensation. In short from my perspective not working with the owner(s) to define beneficial land uses, we need to be deliberate and collaborative when we regulate land (land use planning), perhaps expropriating before we identify our intentions and avoid more complex legal paths, if we need to make unbeneficial/disagreeable (to the owner) decisions.
- **Complex Development Part I: Provincial/Federal Paramountcy** (where there is a conflict between Federal/Provincial law/regulation and ours, theirs will prevail). Municipalities regulate local planning and development. Provincial and federal rules and regulations that may impact and limit municipal authority. Paramountcy (impossibility of dual compliance) and the role municipalities can continue to have, even when provincial and federal paramountcy exists.

- **Complex Developments Part II: Alberta is Calling: Local Economic Development.** Part I – **Incentivizing Local Economic Development** (something that is very relevant to what we might be doing). Part II – Foreign Ownership of Land (important to be aware of laws/regulations regarding this). Part III – Infrastructure & Assets (knowing and making known your inventory). Part IV – Planning & Use (Do your statutory plans and land use bylaw contemplate the intended use? Amend for contemplated economic development. Review your Community Standards Bylaw to address issues such as noise, vibrations, odor, etc..).
- **Man the Ship – Cybersecurity Breaches in the Public Sector Making Waves.** 1. What is Ransomware. 2. Recent Ransomware attacks on public entities. 3. Cyber insurance: What is it, what does it cover. 4. We've been attacked! How what? 5. The Importance of Privilege. 6. Breach Reporting to OIPC (Office of Information and Privacy Commissioner of Alberta). 7. Privacy Complaints.
We have just had a small taste of what can/will be present moving into the future.
- **Even Miracles Take a Little Time; Sometimes Land Titles Takes Longer.** Impacts include; lengthy registration gaps, potential delay to closing date, tax implications and survey delays. Many solutions, situation will be here for some time.
- **Case Law & Legislative Update.** Presentations on the following: Property Rights Statutes Amendments Act, 2022. Recall Act (Bill 52). Community Revitalization Levy Program. Law Society of Saskatchewan v Asbrametz, 2022 SKCA; 2022 SCC29. Manitok Energy Inc. (Re), 2022 ABCA 117. Orphan Well Association v Trident Exploration Corp, 2022 ABKB 839. Kuryluk v Municipality of Crowsnest Pass, 2023 ABPC. TransAlta Generation Partnership v Alberta (Minister of Municipal Affairs), 2022 ABCA 381. Cavendish Farms Corporation v Lethbridge (City), 2022 ABCA 312. Cardston (Town) v Alberta (Municipal Affairs), 2022 ABKB 802. Prohibition on the Purchase of Residential Property by Non-Canadians Act.
- **Bear Pit.** Decided to skip, the mayor attended.

Feb. 18/23, Budget War Room

- Great discussions, tough decisions.

Feb. 21/23, Regular Council Meeting

- Refer to Web Site for agenda and minutes.

Feb. 22/23, Seniors AGM

- The new executive is follows; President Wally Yachimetz, Vice-president Harold Henschell, Treasurer Terry Balaban, Secretary Sue Parkinson, Director (Social Committee) Terry Charchun, Director (Bus Committee) Dan Listor and Director (Maintenance Committee) Ed Roskewich. I served as their returning officer.

- Their regular monthly meets are on the second Wednesday of the month (except for July, August, and December).
- Financially they are in reasonable shape and with the new executive I feel positive about them moving forward.
- Side Note as I have mentioned they are not happy with last year's discussion to charge for volunteer appreciation. I also think we need to define volunteers and celebrate them without charging them.

Feb. 27/23, Intermunicipal Committee (Leduc County)

- The committee passed a motion to accept the recommendation to amend the IDP (mostly housekeeping), to repeal the ICF (by-law) and approve a draft ICF by resolution (we can more readily change the resolution, as where it would be more onerous to change a by-law).

Krista Gardner Councillor Report
January and February 2023

Jan 16th - Regular Meeting of Council

Jan 19th- Town of Calmar Business Breakfast

Jan 19th- Capital Region Southwest Water Services Commission Board Meeting

The CRSWSC will be starting construction on the new Nisku Booster Station in early spring. The contract has been awarded to Maple Reinders and we bundled the planned Beaumont piping upgrades to receive a better rate on both projects. The Board passed a motion to decline charging the Town of Calmar a penalty for using less than 90% (actual 2022 usage was 86.4% of forecasted) of our forecasted water needs as allowed under the Commission's bylaws. The Commission's overall water usage was 109% of forecasted amounts and within requirements from the Regional Water Customer's Group allowances. The Board also adopted the 2023 Final Operating & Capital Budget as presented, with total revenues and transfers from reserves of \$10,384,859 and total expenditures and transfers to reserves of \$10,384,859.

Jan 31st- Council Workshop- Visioning and Blue-Sky Session

Feb 2nd- Alberta Municipalities Municipal Governance Committee Meeting

Feb 2nd- Alberta Energy Stakeholder Feedback Session

Feb 6th- Regular Meeting of Council

Feb 7th- Asset Management Small Group Learning Opportunities

I attended the first session of this group along with Director Melesko, Acting Director Bryans, and Public Works Foreman Neilson as Part of our asset management team. Heather and I participated in "Asset Management Has No Dumb Questions" while Ed and Graydon attended "Teamwork Makes the Dream Work". I originally felt out of place as the only elected official in attendance but left feeling like my understanding of Asset Management and the challenges for staff had increased, while also being able to provide some perspective to other attendees for how to get elected officials on board with processes that are lengthy, costly and often politically unpopular.

Feb 15th- Recreation Board Meeting

The Rec Board heard a presentation from LiveBarn, a live streaming hockey arena service, who are interested in locating in the Mike Karbonik Arena. It appears there is interest from Calmar Minor Hockey. The only challenge is the internet requirements needed. Recreation Coordinator Miller will research options to better service the Arena and provide that

information to Council and the Rec Board. The Rec Board received information on the status of planning for the Calmar Canada Cup and Canada Day festivities. We provided info on how previous Calmar Days events were run and also discussed the attendance at various new programming activities in Town.

Feb 16th- Brownlee LLP Education Session: 2023 Emerging Trends in Municipal Law

Feb 18th- Special Council Meeting: Budget

Feb 21st- Regular Meeting of Council

Feb 23rd- Alberta Municipalities Board of Directors Meeting

Feb 23rd- Webinar- Future of Municipal Government: Local Governance in Alberta: Principles, Options and Recommendations

Feb 27th- Calmar and Leduc County Intermunicipal Committee Meeting

Mayor Carnahan, Councillor Faulkner and I met with our counterparts from Leduc County (Mayor Doblanko, Councillor Lweis and Councillor Wanchuk) as well as CAO Losier and a number of staff from Leduc County to discuss potential revisions to the Intermunicipal Collaboration Framework and the Intermunicipal Development Plan. Generally speaking, the agreements seem to be working well and only minor revisions needed. A good discussion was had between both parties and there seems to be a willingness to work together more. A strong relationship with our County partner is good for our community as a whole and I enjoyed the time together.

In addition to the meetings and educational sessions I have attended these past months, I have done quite a bit of research, community engagement work and volunteer hours. Through all of this, I have noticed a common thread emerging. The most common answer from lawyers at Emerging Trends (and this is not new by any means) was "It depends". One of the key takeaways from the Future of Municipal Government papers is that "One size does not fit all". Context and circumstances play an enormous role in whether or not something will be successful in municipality but not the right fit for another. I think it is becoming increasingly important to look at our history and engage with our residents while making decisions and that we need to look at the next small, incremental step towards solving problems rather than waiting and creating a large, overall solution.

Respectfully submitted,

Krista Gardner

Krista Gardner Councillor Report

December 2022

Dec 2nd- Staff Christmas Luncheon

Dec 5th- Yellowhead Regional Library Board Meeting

YRL Board held elections for a new executive board and set the meeting schedule for 2023. The board approved the 2023 budget. Of note in the budget is the efforts that administration has undertaken to clearly link the Strategic Plan and goals for the organization to the budget. It is very clear and makes it easier to make budget decisions. The budget does include a slight increase to the per capita membership rate.

Dec 5th- Regular Meeting of Council

Dec 7th- Calmar Recreation Board Meeting

The Rec Board heard a presentation from EDO McIntosh about the new Sponsorship Policy for community buildings and events. The Rec Board is excited to enhance the events we currently offer and add new ones as well as the possibility of more partnership with our local business community. We also discussed how our recent events have gone and ways to improve them, plus plans and budget for 2023.

Dec 8th- Calmar's Community in Bloom Society Christmas Party

Dec 14th- Alberta Municipalities and Alberta Municipal Services Corporation Joint Board Meeting

Dec 17th- Special Meeting of Council

Dec 19th- Regular Meeting of Council

Dec 20th- MP Mike Lake Queen's Jubilee Medal Ceremony

Dec 31st- Calmar First Night

I volunteered with the rest of Council at our annual First Night celebration at the Mike Karbonik Arena. I was pleased to see the number of staff attending and volunteering. This event was also well-attended by our residents, and I thoroughly enjoyed seeing all the kids and families come out to celebrate the start of a new year. The fireworks were fantastic! Welcome 2023!

Council Report February 2023

Councillor Jaime McKeag Reber

February 15th- **Recreation Board Meeting**- Welcomed a Delegation from Live Barn to create a viewing opportunity during games and events. I am excited about the fresh energy that has been brought to the board and all the exciting events that are coming down the way. Our meeting focused a lot of Canada Day, Summer Getaways, fitness programing, and the possibility of a GICB Grant to retrofit the Mark Karbonik area. I appreciated that we took time to debrief the First Night event and go over what worked well, and what we could improve upon, these conversations will be valuable in all events going forward.

February 18th- **Budget War Room** - See meeting minutes

February 20th- **Communities in Bloom**- The committee is gearing up for their AGM Meeting happening on March 19th at 1:00, and looking for new board members and volunteers for the season. They are preparing to do some work in the Woodland Park area.

February 21st- **Regular Council Meeting**- See meeting minutes.

February 23- **Calmar Start Up and Chamber Check In**- Met with Jennifer Garries and Amber Cook from the Chamber of Commerce and Start Up Leduc and Wetaskiwin region. We had a great conversation regarding our improved level of service towards our business community and our intention to continue to build relationships and how we can work with the Chamber to continue that support. There were several ideas thrown around regarding the upcoming Provincial Election and Calmar potentially hosting the candidates of this area for residents to hear them speak and ask questions.

Carey Benson Councilor Report February 2023

Feb 2nd, 2023, EOEP Munis 101 training

- Navigate the World of Municipal Finance

Feb 4th, 2023, RCMP Ride-a-long.

Feb 15th, 2023, MPC Meeting.

- Deck Variance

Feb 18th, 2023, War Room Budget Meeting

- Looking at creating a 3-year assessment evaluation strategy
- Discussion on the budget getting a slight increase to it.
- Discussion on the Calmar Library's budget
- Closed Session

Feb 21st, 2023, Regular Meeting of Council

- Adding a borrowing bylaw to section 7 for 2nd and 3rd reading. We are changing the borrowing amount from \$3.5 million to \$2 million. *Motion Passed*
- Discussion on the fair use agreement between the town and school.
- We had in our correspondents a request on whether the town would support the relocation of the Camrose Casino moving its location to be within the City of Edmonton. After good discussion council concluded that we would send a letter of support for the Camrose Casino's appeal to AGLC
- Closed session.