

**TOWN OF CALMAR REGULAR COUNCIL MEETING TO BE HELD
IN PERSON AND VIRTUALLY ON OCTOBER 16, 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) Communities in Bloom – Annual Reportb) RCMP – Q1 Community Policing Reportc) MLA Boitchenko – Goals and Objectives |
| 5. | Adoption of Minutes <ul style="list-style-type: none">a) Regular Council Meeting – October 02, 2023 |
| 6. | Unfinished Business – None |
| 7. | Bylaws or Policies <ul style="list-style-type: none">a) Bylaw 2023-26, a Bylaw to amend the Land Use Bylaw |
| 8. | New Business <ul style="list-style-type: none">a) 2024 Contribution Request - NSWAb) Donation Request – 831 Black Knights Royal Canadian Air Cadet Squadronc) Franchise Fees for 2024 |
| 9. | Financial <ul style="list-style-type: none">a) Budget 2024 initial discussion |
| 10. | Department Reports <ul style="list-style-type: none">a) Communicationb) Recreationc) Asset Management |
| 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 <ul style="list-style-type: none">a) Legion’s invitation |
| 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 |



Calmar's Community in Bloom Society 2023 Year in Review and 2024 Budget Proposal Presented to Town of Calmar Council on October 16, 2023

Introduction

Calmar's Community in Bloom Society, hereafter referred to as The Society, is celebrating another successful year of spirited teamwork to foster civic pride and positive sense of community in Calmar. This year The Society continues to have success with the coordination, ordering, planting, and maintenance of a variety of flowers and shrubbery around town. We have received many compliments and mentions of gratitude on social media, in person, and via Town Office.

2022/2023 Board Members

In March 2023 the following individuals accepted one-year terms on the Executive Board:

President: Gwen Speed
Vice President: Debbie Ruth
Secretary: Stephanie Trubetskoff
Treasurer: Sharon Ruta
Director: Jaime Clay
Director: Denise Nystrom

Additionally, we saw the departure of Councilor Krista Garder and welcomed our new Council Representative, Jaime McKeag Reber.

2022/2023 Activities

- **Regular Meetings**
 - The Society continues to meet on a regular basis with the exception of February, July, and August. Meetings are held in Council Chambers on colder months, and in parks on warmer months. Every meeting is open to the public to attend.
- **Community Engagement**
 - The Society has received requests for collaboration from other community organizations and we have responded as follows:
 - Hands Up Community Garden: The Society has offered to purchase fruit trees to plant in the designated garden space.



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- Family & Community Support Services (FCSS): FCSS was offered \$500.00 to support their joint effort with Calmar Elementary School to cover planters and potting soil to add to the Hands Up Community Garden. The goal was to ensure students can access and maintain their flowers once they are transplanted outside.
 - Sponsorship of Picnic Tables: the purchase and sponsorship of a picnic table has been approved; however, the society is waiting on further plans for Woodland Park before making the final purchase and deciding on location.
 - Volunteer Appreciation: Representatives from The Society attended the Volunteer Appreciation Luncheon in June 2023 and provided positive feedback of the event to members who were unable to attend.
- **Sponsors**
 - The 2023 season saw a slight increase in community sponsorship with 30 businesses and community organizations supported 75 barrels and approximately 8 flower beds.
 - We wish to express our heartfelt gratitude for the continued support throughout the community and are eagerly planning to expand on sponsorship opportunities throughout town.
- **Finances**
 - Current account balances are:
 - Town Account: \$25,505.36 used of the \$30,000.00 allocated to CIB.
 - BMO Account: \$11,000.00
 - 2023 Expenses to date: \$28,005.36
 - Flowers \$21,709.44
 - Wages \$3,249.23
 - Plant Food \$546.69
 - Barrels: ~ \$2,500.00
 - 2022 Expenses: \$25,400.64
 - Flowers \$21,415.06
 - Wages \$2,998.80
 - 5 Barrels \$2,256.82



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2024 Goals/Objectives

As we prepare for the 2024 season, and beyond, The Society has identified the following priorities:

- Maintain CIB Membership and align with CIB Alberta and National Objectives to foster community pride, collaboration, and enhance the quality of life for citizens of Calmar through people and plants.
- Utilize available resources on Communities in Bloom National and Provincial website and partner with our local schools to submit for garden grants.
- Prepare for competition and re-engage with provincial activities which includes, but is not limited to:
 - Change of membership from Friends – Non-Evaluated to Friends – Evaluated (Non-Competitive), with eventual return to Evaluated in 2025.
 - Review judging criteria and align flower purchase to maximize scoring in:
 - Community appearance
 - Environmental action
 - Heritage conservation
 - Tree management
 - Landscape
 - Plant and floral displays

Considerations to Achieve Goals

To support the future goals of the Society, we ask that Calmar Town Council consider the following, recognizing that there is a potential financial implication to each ask:

- Maintain the current budget allocation of \$30,000.00 for 2024; proposed budget is included with this submission.
- Support bed rejuvenation in parks identified by The Society.
- Collaborate on a plan for tree management within the Town of Calmar.
- Allow The Society members to collaborate on future plans for Woodland Park.
- Create additional capacity for watering flowers and beds from mid-May to early September to ensure our flower investments are maintained.

We thank-you for your time and consideration and look forward to the 2024 season; the flowers have been sent for quote where we will be following along with the Communities in Bloom color of the year: orange.



Calmar's Community in Bloom Society
2023 Year in Review and 2024 Budget Proposal
Presented to Town of Calmar Council on October 16, 2023

Calmar's Community in Bloom Society		
BMO Account Budget 2023/24		
		2024 Proposed
OPENING BALANCE		\$11,000.00
REVENUE/INCOME		
Sponsorship		\$5,000.00
	TOTAL REVENUE/INCOME	\$16,000.00
EXPENSES GENERAL		
Communities in Bloom Registration		\$360.00
Communities in Bloom Judging		\$1,640.00
Flowers		\$2,000.00
Gardening Supplies/Planters		\$1,000.00
Advertising (Banners, Printing)		\$500.00
Community Engagement		\$1,000.00
	TOTAL EXPENSES	\$6,500.00
GENERAL ACCOUNT BALANCE		\$9,500.00



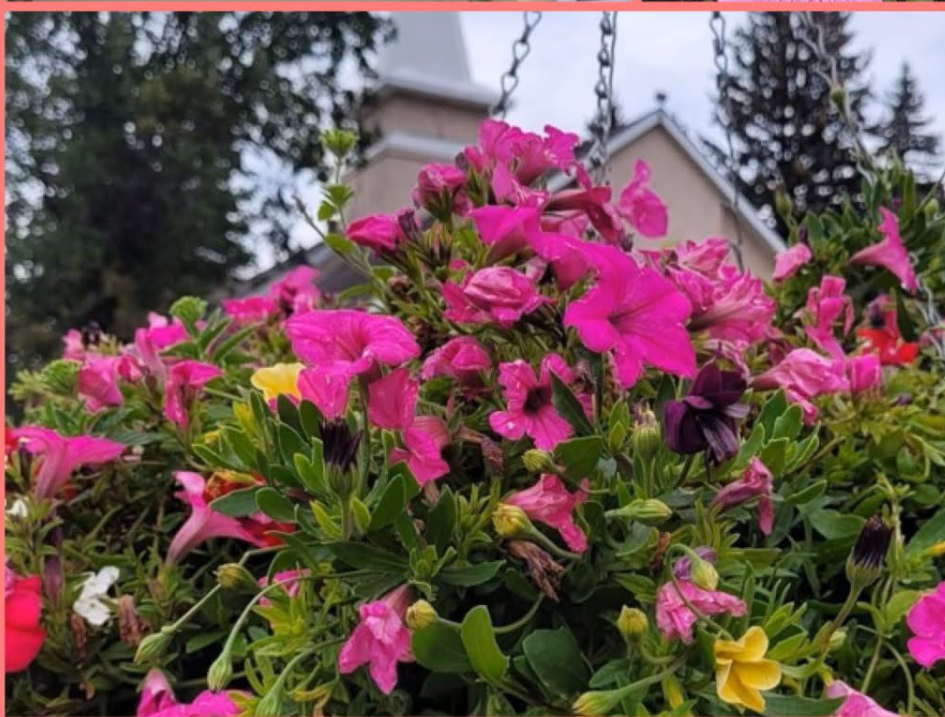
**Calmar's Community in Bloom Society
2023 Year in Review and 2024 Budget Proposal
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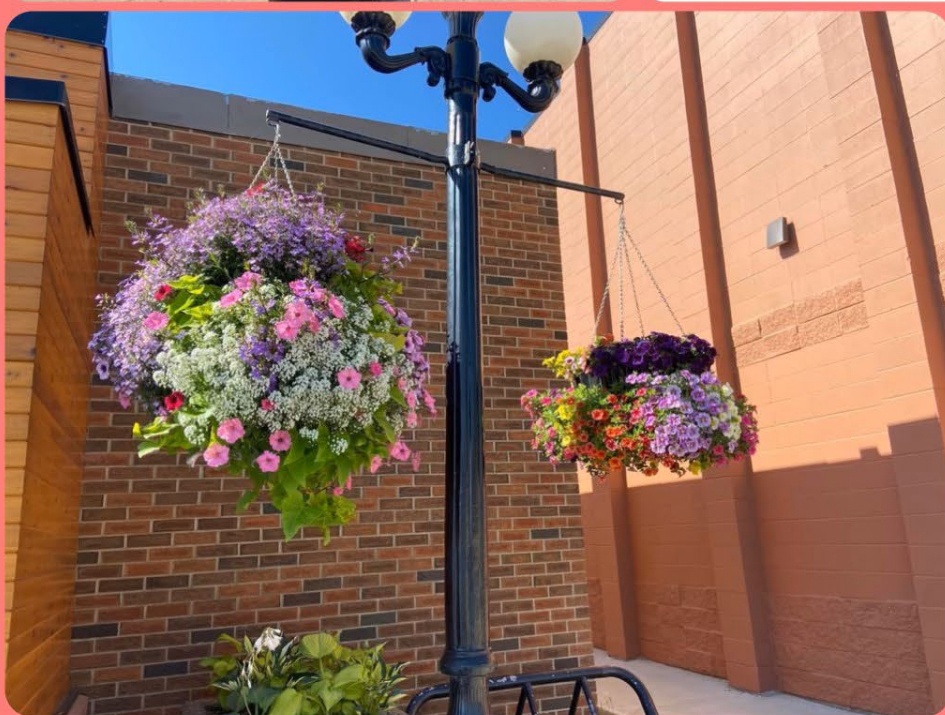
Calmar's Community in Bloom Society		
Town of Calmar Account Budget 2023/24		
		2024 Proposed
OPENING BALANCE		\$30,000.00
REVENUE/INCOME		
		\$0.00
	TOTAL REVENUE/INCOME	\$30,000.00
EXPENSES GENERAL		
Greenhouse (annuals, perennials, trees, supplies)		\$24,150.00
Wage		\$3,250.00
Flower Food		\$600.00
	TOTAL EXPENSES	\$30,000.00
ACCOUNT BALANCE		\$0.00



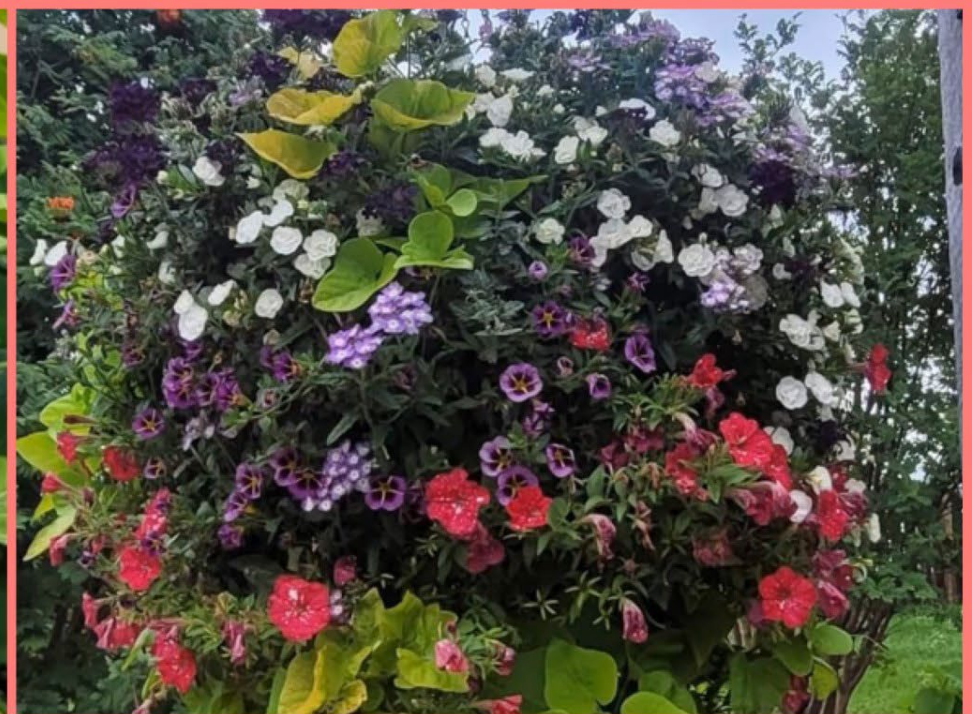
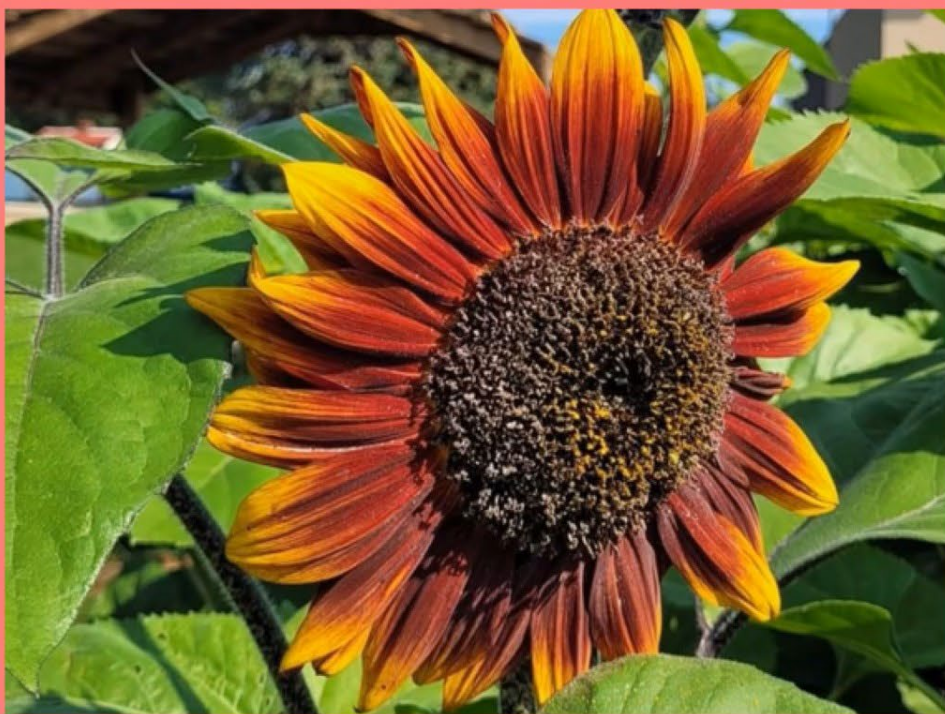
**Communities
in Bloom**













2023-08-16

Mayor Sean CARNAHAN
Town of Calmar
Calmar , Alberta

Dear Mayor Carnahan,

Please find the quarterly Community Policing Report attached that covers the April 1st to June 30th, 2023 reporting period. The attached report outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Leduc Detachment.

As part of the Alberta RCMP's ongoing priority to ensure public safety, encouraging citizens to report all crimes plays a vital role in building community well-being. We recognize that non-urgent crimes such as minor thefts and property crime may go unreported due to various reasons such as perceived insignificance or fear of inconvenience. Thus, the Alberta RCMP continues to engage citizens on the importance of reporting non-urgent crimes to help us optimize our crime prevention efforts.

To help facilitate this, we have made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the [Apple App Store](#) or [Google Play](#)). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

An informed community is a safer community. Here are some reasons why online reporting of non-urgent crimes matters:

- Alberta RCMP police officers in the Call Back Unit are responsible for investigating online crime reports, thus reducing the need for frontline police officers to respond. Encouraging the public to use online crime reporting gives the Detachment frontline officers an opportunity to spend more of their time for proactive policing activities in the community.
- Non-urgent online crime reporting also has the potential to reduce those same non-urgent phone calls to our 911 Operators (OCCS) and Detachment Staff.



- The Alberta RCMP encourages citizens to report every crime to allow us to leverage reliable data to identify patterns and trends in criminal activities in our communities. We also use this intelligence to distribute our resources strategically and ensure that our police officers are deployed where they are most needed.

Thank you for your ongoing support and continued guidance in ensuring that we are consistently meeting your community's evolving policing needs. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Jeff McBeth, Insp.
Officer in Charge
Leduc Detachment



RCMP Provincial Policing Report

Detachment	Leduc Provincial
Detachment Commander	Insp. Jeff McBeth
Quarter	Q1
Date of Report	2023-06-30

Community Consultations

Date	2023-04-19
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	Attended the Leduc County quarterly update meeting.

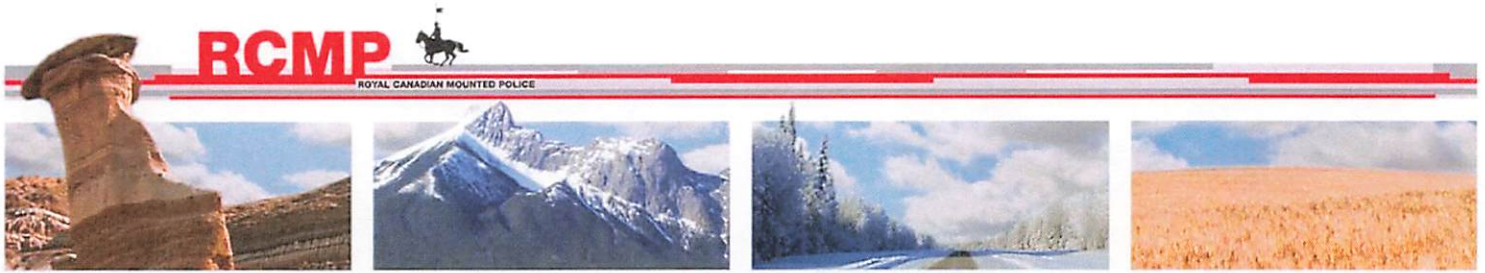
Date	2023-06-19
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Education Session
Notes/Comments	Met with the new director for the EIA Terminal. Discussion was around bringing the new director up to speed with the RCMP at EIA.

Date	2023-06-21
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	Attended Leduc County council meeting to report on crime statistics.



Community Priorities

<p>Priority 1</p>	<p>Crime Reduction - Property Crime</p>
<p>Current Status & Results</p>	<ul style="list-style-type: none"> -Warrant Round up - not conducted in this quarter, scheduled in summer -Bait Equipment Deployment - 3 bait vehicle initiatives and 3 CC charge files, drastic decrease in vehicle thefts in our area. - 10% Increase in Hot Spot Patrols - 654 with measurable decrease in occurrences - 10% increase in Prolific Offender Checks - 199 several breach charges
<p>Priority 2</p>	<p>Enhance Road Safety</p>
<p>Current Status & Results</p>	<ul style="list-style-type: none"> - # JFO with Calmar CPO - not conducted in the first quarter - # JFO with Leduc CPO- 1 conducted in first quarter, focused on driving infractions at the Leduc Composite High School over the lunch period. No infractions issued, several warnings surrounding vehicle regulation compliance. - # JFO with Leduc County CPO's - not conducted in the first quarter
<p>Priority 3</p>	<p>Be clear Accountable and Transparent to enhance community confidence and engagement.</p>
<p>Current Status & Results</p>	<ul style="list-style-type: none"> - Attendance at Pro-Active Events - 15 - Attendance at Youth Engagements - 5 - Crime Prevention Presentations - 3 - School Presentation - 14



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	532	546	3%	1,725	2,176	26%
<i>Persons Crime</i>	70	67	-4%	177	277	56%
<i>Property Crime</i>	364	355	-2%	1,121	1,449	29%
<i>Other Criminal Code</i>	98	124	27%	427	450	5%
Traffic Offences						
<i>Criminal Code Traffic</i>	28	36	29%	203	128	-37%
<i>Provincial Code Traffic</i>	1,297	882	-32%	7,424	4,332	-42%
<i>Other Traffic</i>	5	5	0%	30	15	-50%
CDSA Offences	5	9	80%	50	19	-62%
Other Federal Acts	14	26	86%	91	69	-24%
Other Provincial Acts	153	175	14%	638	571	-11%
Municipal By-Laws	11	6	-45%	47	36	-23%
Motor Vehicle Collisions	233	248	6%	1,002	1,280	28%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest





Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	22	19	3	2
Detachment Support	7	8	0	0

² Data extracted on June 30, 2023 and is subject to change.
³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the 22 established positions, 19 officers are working. Three officers are on special leave (Two Medical and one Other leave). Two of these positions are backfilled to ensure coverage. There is one position with two officers assigned to it and two hard vacancies are detected at this time.

Detachment Support: Of the seven established positions, eight resources are working. There are two resources Surplus to Establishment.

Quarterly Financial Drivers





Leduc Provincial Detachment Crime Statistics (Actual) Q1: April to June 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		1	1	0	0	0	-100%	N/A	-0.3
Robbery		2	0	0	0	0	-100%	N/A	-0.4
Sexual Assaults		6	2	1	4	8	33%	100%	0.6
Other Sexual Offences		1	0	0	1	0	-100%	-100%	-0.1
Assault		24	27	18	36	33	38%	-8%	2.7
Kidnapping/Hostage/Abduction		1	0	1	5	1	0%	-80%	0.5
Extortion		0	1	1	0	2	N/A	N/A	0.3
Criminal Harassment		7	8	7	7	11	57%	57%	0.7
Uttering Threats		17	8	11	17	12	-29%	-29%	-0.1
TOTAL PERSONS		59	47	39	70	67	14%	-4%	3.9
Break & Enter		56	18	41	54	37	-34%	-31%	-0.2
Theft of Motor Vehicle		25	25	41	54	55	120%	2%	8.9
Theft Over \$5,000		18	15	21	17	20	11%	18%	0.6
Theft Under \$5,000		97	54	58	100	96	-1%	-4%	4.4
Possn Stn Goods		29	23	34	14	23	-21%	64%	-2.1
Fraud		41	32	23	32	24	-41%	-25%	-3.4
Arson		3	2	2	3	1	-67%	-67%	-0.3
Mischief - Damage To Property		3	31	51	69	58	1833%	-16%	14.8
Mischief - Other		74	11	31	21	41	-45%	95%	-5.6
TOTAL PROPERTY		346	211	302	364	355	3%	-2%	17.1
Offensive Weapons		15	8	15	24	39	160%	63%	6.4
Disturbing the peace		37	20	25	50	57	54%	14%	7.0
Fail to Comply & Breaches		22	20	35	16	14	-36%	-13%	-2.0
OTHER CRIMINAL CODE		25	22	15	8	14	-44%	75%	-3.6
TOTAL OTHER CRIMINAL CODE		99	70	90	98	124	25%	27%	7.8
TOTAL CRIMINAL CODE		504	328	431	532	546	8%	3%	28.8



Leduc Provincial Detachment

Crime Statistics (Actual)

Q1: April to June 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		12	8	7	3	7	-42%	133%	-1.5
Drug Enforcement - Trafficking		3	4	7	2	1	-67%	-50%	-0.6
Drug Enforcement - Other		1	0	0	0	1	0%	N/A	0.0
Total Drugs		16	12	14	5	9	-44%	80%	-2.1
Cannabis Enforcement		2	1	1	0	2	0%	N/A	-0.1
Federal - General		17	13	13	9	15	-12%	67%	-0.8
TOTAL FEDERAL		35	26	28	14	26	-26%	86%	-3.0
Liquor Act		16	12	9	7	8	-50%	14%	-2.1
Cannabis Act		8	7	2	0	0	-100%	N/A	-2.3
Mental Health Act		30	32	30	37	66	120%	78%	7.7
Other Provincial Stats		85	86	119	109	101	19%	-7%	5.5
Total Provincial Stats		139	137	160	153	175	26%	14%	8.8
Municipal By-laws Traffic		0	0	1	1	1	N/A	0%	0.3
Municipal By-laws		15	9	9	10	5	-67%	-50%	-1.9
Total Municipal		15	9	10	11	6	-60%	-45%	-1.6
Fatals		1	1	0	0	2	100%	N/A	0.1
Injury MVC		42	16	31	37	45	7%	22%	2.7
Property Damage MVC (Reportable)		151	83	112	163	174	15%	7%	12.6
Property Damage MVC (Non Reportable)		18	11	11	33	27	50%	-18%	4.0
TOTAL MVC		212	111	154	233	248	17%	6%	19.4
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	9	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		3,210	1,222	1,636	1,297	882	-73%	-32%	-458.1
Other Traffic		9	11	3	5	5	-44%	0%	-1.4
Criminal Code Traffic		80	69	42	28	36	-55%	29%	-12.9
Common Police Activities									
False Alarms		89	46	55	62	69	-22%	11%	-2.4
False/Abandoned 911 Call and 911 Act		42	20	12	24	56	33%	133%	3.2
Suspicious Person/Vehicle/Property		143	126	106	182	178	24%	-2%	12.6
Persons Reported Missing		6	5	8	9	11	83%	22%	1.4
Search Warrants		0	0	0	3	0	N/A	-100%	0.3
Spousal Abuse - Survey Code (Reported)		36	38	29	31	41	14%	32%	0.3
Form 10 (MHA) (Reported)		0	3	4	5	5	N/A	0%	1.2

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD IN PERSON
AND VIRTUALLY ON MONDAY OCTOBER 02, 2023**

Access Code: 211-016-493

1. **CALL TO ORDER:** Mayor Carnahan called the Regular Council Meeting of October 02, 2023, to order at the hour of 7:00 pm.

PRESENT: Mayor Carnahan, Councillors Faulkner, Gardner, McKeag Reber & Benson,
Acting CAO Melesko, & ADCS Bryans

2. **ADOPTION OF AGENDA:**

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

**CARRIED
R-23-10-0276**

3. **PUBLIC HEARINGS:** None

4. **DELEGATIONS:** None

5. **ADOPTION OF MINUTES:**

- a) **Regular Council Meeting** – September 18, 2023

Moved by Councillor Faulkner that the minutes of the Regular Council Meeting of September 18, 2023, are hereby approved as amended. (financial – none, date of signing & signature line)

**CARRIED
R-23-10-0277**

6. **UNFINISHED BUSINESS:** None

7. **BYLAWS or POLICIES:** None

- a) **Policy #2020-083 – Development Incentive Grant**

Moved by Councillor Benson that Council pass a motion to direct Administration to accept DIG applications until the end of 2023 and for homes that do not yet have a full assessment, those applicants are to be advised that their grant will be paid in 2024 once there is a full assessment by Powers & Associates.

**CARRIED
R-23-10-0278**

- b) **Bylaw #2023-20 – Fees & Rate Charges** – Discussion Only

8. **NEW BUSINESS:**

- a) **Leduc Regional Housing Foundation Municipal Appointments** – Discussion Only to be appointed at Organizational Meeting

- b) **Calmar Library Board – Appointment**

Moved by Councillor McKeag Reber that Mrs. Elke Hemmings is hereby appointed to the Calmar Library Board for a three-year term ending October 2026.

**CARRIED
R-23-10-0279**

9. **FINANCIAL:** None

10. **DEPARTMENT REPORTS:** None

11. **COUNCIL AND COMMITTEE REPORTS:** None

12. **ACTION ITEM:** None

**REGULAR MEETING OF COUNCIL
OF THE TOWN OF CALMAR WAS HELD IN PERSON
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13. CORRESPONDENCE:

- a) **Calmar Library Board** – Term Ending

Moved by Councillor Gardner that Council pass a motion to accept the correspondence as information.

**CARRIED
R-23-10-0280**

14. CLARIFICATION OF AGENDA BUSINESS – (Open mic)

15. CLOSED SESSION:

- a) **Development** - (Pursuant to Section 25(1)(b) of the Freedom of Information and Protection of Privacy Act)
- b) **Personnel** - (Pursuant to Section 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act)

Moved by Councillor Benson that the Regular Council Meeting temporarily adjourn, and Council sit in Closed Session at this time being 7:41 pm.

**CARRIED
R-23-10-0281**

Acting CAO Melesko and ADCS Bryans remained in the meeting for the first Closed Session and left the meeting for the second closed session item.

Moved by Councillor McKeag Reber that the Regular Council Meeting reconvene from Closed Session at this time being 9:25 pm.

**CARRIED
R-23-10-0282**

Moved by Councillor McKeag Reber that Council pass a motion to direct Administration accept the offer as presented.

**CARRIED
R-23-10-0283**

Moved by Councillor Gardner that Council pass a motion for the Mayor to proceed with the actions as discussed.

**CARRIED
R-23-10-0284**

16. ADJOURNMENT:

The Regular Council Meeting adjourned at 9:30 pm.

These minutes signed this 16th day of October 2023.

Mayor Carnahan

Acting CAO Melesko

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 16, 2023
Originated By:	CAO Losier
Title:	Bylaw 2023-26 – Land Use Bylaw amendment
Approved By:	CAO Losier
Agenda Item Number:	7A

BACKGROUND/PROPOSAL:

At its September 18, 2023 Regular meeting, Council received a report from Administration about several potential Land Use Bylaw (LUB) amendments. The proposed bylaw has multiple purposes including:

- Improving a few definitions,
- Aligning the development permit and building permit processes for accessory structures,
- Removing the requirement of obtaining a development permit for a demolition,
- Removing the driveway regulation from the definition section and creating a new section for it within section 7 (please note that the landscaping section would be amended to remove the driveway confusing clause),
- Adding provisions for dwelling units to be in a mixed-use development in R2, R3, and R4 districts,
- Transferring uses from the discretionary to permitted uses within the C1 and C2 districts,
- Adjusting the façade alignment in the DC03,
- Extending the DC04 and C2 area westerly by 72 meters to enable development all the way to the lane in Stage 1 of Thomas Creek,
- Extending the DC 05 southerly to allow the addition of potentially 2 dwelling units to be contained in Stage 1 of Thomas Creek, and
- Creating a new DC, DC 06 for a daycare centre along 50th Street.

Proposed Bylaw 2023-26, a bylaw amending the Land Use Bylaw is attached for reference.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

A public hearing is required prior to considering second and third reading of Bylaw 2023-26. The proposed bylaw will be advertised in accordance with the Municipal Government Act and the Alternative Advertising Bylaw to allow the public an opportunity to comment should Council agree to pass 1st reading. The proposed bylaw will be circulated to referral agencies and to

adjacent owners within a radius of 60 meters for comment as well. A more detailed report will be provided by Administration at the public hearing.

Option 1 – Council may request further information from Administration prior to proceeding with first reading of Bylaw 2023-26.

Option 2 – Council may provide direction to Administration on changes to Bylaw 2023-26 with an amended bylaw coming before Council for first reading at the current meeting or later.

Option 3 – Council may pass first reading of Bylaw 2023-26.

Option 4 – Council may defeat first reading of Bylaw 2023-23.

The benefit of moving forward with the first reading is that it will allow Council to receive feedback on the proposed amendment before making a final decision. From a land use perspective, allocating a district to a parcel of land that is currently within the UR district creates certainty for future development and contributes to the land reserve depletion.

Administration does not see any disadvantage to passing 1st reading of the proposed bylaw.

COSTS/SOURCE OF FUNDING (if applicable)

n/a

RECOMMENDED ACTION:

That Council gives first reading to Bylaw 2023-26.

TOWN OF CALMAR

BYLAW #2023-26

A BYLAW OF THE TOWN OF CALMAR IN THE PROVINCE OF ALBERTA, TO AMEND THE LAND USE BYLAW BEING BYLAW 2017-07.

WHEREAS, the Municipal Government Act, being Chapter M-26 of the R.S.A. 2000, as amended ("the Act") provides that a Municipal Council may amend its Land Use Bylaw.

AND WHEREAS, the Council of the Town of Calmar wishes to amend its Land Use Bylaw 2017-07 as it affects certain lands.

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

1) Section 1.3 INTERPRETATION is amended by:

a) 50. Cannabis Facility : subsection 50e. is deleted and replaced with:

e. The distribution and sales of materials, goods, and products to Cannabis Store; or

b) That the number 51 is attributed to the Cannabis Store definition.

c) That the following definition is added as Definition 108, "Dwelling, Mixed use":

108. "Dwelling, Mixed use" means a self-contained dwelling unit or multiple dwelling units located above and/or adjacent to 1 or more commercial activities. Each dwelling unit has its individual access that can be internal or external to the building.

d) That definition 354. Yard, Front be deleted and replaced with:

354. "Yard, front" means that portion of the site extending across the full width of the site from the front line of the parcel to the nearest exterior wall of the main building.

e) That Section 1.3 INTERPRETATION be renumbered from 51 onward to accommodate the current amendments.

2) Section 3.2. DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT is amended by:

a) Subsection 13 is deleted and replaced with:

13. An accessory building which is accessory to a dwelling and less than 10.0 m² (108.0 ft²) in size, except for a deck or patio, that meets the minimum distance requirements outlined in Section 7.1 of this Bylaw, and provided further that it is the only accessory building on the lot on which it is located;

b) Subsection 19. is deleted and replaced with:

19. The demolition or removal of any building or structure.

3) Section 3.7. DEVELOPMENT PERMIT APPLICATION REQUIREMENT is deleted and replaced with:

3.7 DEMOLITION

1. The demolition of any structure must be done in accordance with the Alberta Building Code and Canadian Standards Association Standard S350-M1980, "Code of Practice for Safety in Demolition of Structures" and/or any subsequent Alberta Building Code or Canadian Standards Association Standards.

2. A Development Permit is not required for a demolition

4) Section 7 GENERAL PROVISIONS is amended by:

a) Deleting subsection 7.13.7. from Section 7.13 LANDSCAPING.

b) Adding the following section after section 7.30 WATER SUPPLY, SANITARY FACILITIES AND NATURAL GAS:

7.31 DRIVEWAYS

1. In a RESIDENTIAL DISTRICT, the maximum width of the driveway shall be 7.3 m (24.0 ft.) and the remainder of the front yard shall be landscaped (Amended by Bylaw 2018-12).

2. In other DISTRICTS, the maximum width of the driveway shall be at the Discretion of the Development Authority.

5) Section 8.55. CANNABIS STORE is amended by:

a) Subsection 3b. is deleted and replaced with:

3b. A Cannabis Store shall not collocate on a lot with a Day Care, Day Home, Arena/Curling Rink, Place of Worship, or Public Library.

6) Section 9.7. R2 RESIDENTIAL (GENERAL) DISTRICT is amended by:

a) Adding "Dwelling, Mixed-use" within the DISCRETIONARY USES as subsection c., and

b) Renumbering the DISCRETIONARY USES subsection from d. to q. to accommodate for the addition of c. Dwelling, Mixed-use.

c) Adding after subsection 9.7.2.f.i the following subsection:

9.7.2.f.ii. Notwithstanding the regulations contained within this Bylaw, the height of a walk-out residential dwelling unit shall be calculated from the grade along the façade facing the street.

7) Section 9.8. R3 RESIDENTIAL (MEDIUM DENSITY) DISTRICT is amended by:

a) Adding "Dwelling, Mixed-use" within the DISCRETIONARY USES as subsection B., and

b) Renumbering the DISCRETIONARY USES subsection from c. to j. to accommodate for the addition of b. Dwelling, Mixed-use.

8) Section 9.9. R4 RESIDENTIAL (HIGHER DENSITY) DISTRICT is amended by:

a) Adding "Dwelling, Mixed-use" within the DISCRETIONARY USES as subsection d., and

b) Renumbering the DISCRETIONARY USES subsection from e. to n. to accommodate for the addition of d. Dwelling, Mixed-use.

9) Section 9.12. C1 COMMERCIAL (CENTRAL) DISTRICT is amended by:

a) Deleting subsection 1 Permitted and discretionary Uses and replacing it with:

1. Permitted and Discretionary Uses

PERMITTED USES	DISCRETIONARY USES
<ul style="list-style-type: none"> a. Amusement establishments, indoor b. Auctioneering establishments c. Automotive and recreational vehicle sales/rental establishments, light d. Business support services establishments e. Cannabis Store f. Commercial entertainment facility g. Commercial schools h. Day cares i. Day homes j. Drinking establishments k. Eating and drinking establishments l. Funeral service establishment m. Government services n. Health services o. Hotels p. Household repair services q. Institutional uses r. Libraries and cultural exhibits s. Liquor stores t. Motels u. Mixed use developments v. Neighbourhood commercial developments w. Office uses x. Off-street parking lots y. Parking areas z. Personal service shops aa. Private clubs or lodges bb. Public parks cc. Public or quasi-public use dd. Public utilities (<i>Amended by Bylaw 2018-12</i>) ee. Retail establishment, general (<i>Amended by Bylaw 2018-12</i>) ff. Second hand stores gg. Sidewalk cafes hh. Solar energy conversion systems ii. Wind energy conversion systems, micro jj. Buildings and uses accessory to permitted uses 	<ul style="list-style-type: none"> a. Bed and breakfast establishments b. Contractor services, limited c. Drive-in business d. Dwellings existing as of July 1, 2002 e. Equipment rental establishment f. Recreational uses g. Secondary commercial uses h. Service stations i. Shopping centres j. Suites, surveillance k. Signs which are not accessory to a permitted or a secondary use l. Dwelling units in a building in which any of the above mentioned permitted or discretionary uses (other than dwellings existing as of July 1, 2002) are located. <p>If the floor space area used is not greater than 372 m² (4000 ft²), the manufacture or treatment of products essential to the retail business conducted on the premises, for example:</p> <ul style="list-style-type: none"> i. a bakery ii. a dyeing or cleaning plant or establishment iii. the manufacture of candy, confectionary, ice cream or jam, iv. ceramics manufacture <ul style="list-style-type: none"> m. Other uses which, in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses n. Buildings and uses accessory to discretionary uses

10) Section 9.13. C1 COMMERCIAL (HIGWAY) DISTRICT is amended by:

- a) Deleting subsection 1 Permitted and discretionary Uses and replacing it with:

1. Permitted and Discretionary Uses

PERMITTED USES	DISCRETIONARY USES
<ul style="list-style-type: none"> a. Amusement establishments, indoor b. Animal breeding/boarding facility c. Auctioneering establishments d. Automotive and equipment repair shops, light e. Automotive and recreational vehicle sales/rental establishments, light f. Cannabis Store (<i>Amended by Bylaw 2018-18</i>) 	<ul style="list-style-type: none"> a. Amusement establishments, outdoor b. Automotive and equipment maintenance and repair shop, heavy c. Automotive and recreational vehicle sales/rental establishments, heavy d. Bus depots e. Contractor services, general f. Dwellings existing as of July 1, 2002

g. Contractor services, limited	g. Equipment rental establishment <i>(Amended by Bylaw 2018-12)</i>
h. Commercial schools	h. Recreational uses
i. Day cares	i. Recreational vehicle campgrounds
j. Drive-in businesses	j. Recreational vehicle campgrounds, seasonal
k. Drive-in restaurants	k. Recreational vehicle storage facilities
l. Eating and drinking establishments	l. Recycling depots
m. Entertainment establishments	m. Shipping containers
n. Exhibition and convention facility	n. Signs which are not accessory to a permitted or a discretionary use
o. Funeral services establishment	o. Small radio communications towers
p. Health services	p. Suites, surveillance
q. Hotels	q. Wind energy conversion systems, small
r. Household repair services	r. Wireless communications facilities
s. Institutional uses	s. Retail, general; if the floor space area used is not greater than 372 m ² (4000 ft ²), the manufacture or treatment of products essential to the retail business conducted on the premises, for example:
t. Liquor stores	i. a bakery
u. Motels	ii. a dyeing or cleaning plant or establishment
v. Office uses	iii. the manufacture of candy, confectionary, ice cream or jam
w. Parking areas	iv. ceramics manufacture
x. Personal service shops	t. Other uses which, in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses
y. Places of worship	u. Buildings and uses accessory to discretionary uses
z. Private clubs and lodges	
aa. Public or quasi-public use or building <i>(Amended by Bylaw 2018-12)</i>	
bb. Public utilities and buildings <i>(Amended by Bylaw 2018-12)</i>	
cc. Retail establishment, general <i>(Amended by Bylaw 2018-12)</i>	
dd. Secondary commercial uses	
ee. Second hand stores	
ff. Service stations	
gg. Shopping Centre <i>(Amended by Bylaw 2022-20)</i>	
hh. Solar energy conversion systems	
ii. Truck and recreational vehicle sales/rental establishments	
jj. Veterinary clinic, small animal <i>(Amended by Bylaw 2018-12)</i>	
kk. Wind energy conversion systems, micro	
ll. Buildings and uses accessory to permitted uses	

11) Section 9.18.1 DIRECT CONTROL DISTRICT 03 is amended by:

a) Deleting subsection 3.d.iv and replacing it with:

iv. Notwithstanding i., ii, and iii. above, any new building shall be located to align façade along 50 Avenue.

12) That parts of the lands legally described as the NW 25-49-27-4 be re-designated as follows:

a) UR URBAN RESERVE to DC – DIRECT CONTROL DISTRICT 04

b) R2 RESIDENTIAL (GENERAL) to DC – DIRECT CONTROL DISTRICT 05

c) UR URBAN RESERVE to C2 – COMMERCIAL (HIGHWAY) DISTRICT

13) That parts of the land legally described as the NW 25-49-27-4 be re-designated as shown on the attached Schedule A.

14) Section 9, Land Use District Provisions is amended by adding the following sections after 9.18.5 DC-DIRECT CONTROL DISTRICT 05:

9.18.6 DC – DIRECT CONTROL DISTRICT 06

1. General Purpose of District

This district is intended to enable a day care with dwelling units in a mixed-used development. This development will be structured to enable a transition between the C1 COMMERCIAL (CENTRAL) DISTRICT along 50th Avenue and the R2 RESIDENTIAL (GENERAL) DISTRICT located to the north.

2. Permitted and Discretionary Uses

- a. Permitted uses include Day care and Dwelling, Mixed-use.
- b. R2 RESIDENTIAL (GENERAL) DISTRICT permitted and discretionary uses are also enabled in this district.

3. Development Regulations

- a. Site coverage:
 - i. Maximum site coverage shall not exceed forty-five percent (45%) of the site. The principal building shall cover no more than forty percent (40%) of the site.
- b. Maximum building height:
 - i. Building height shall not exceed 11 meters (36.08 feet);
- c. Minimum Required Yards:
 - i. Front Yard: 6.0 m (19.7 ft.);
 - ii. Side Yard to the north: 1.5 m (4.9 ft.);
 - iii. Side yard to the south: 3.0 m (9.8 ft.);
 - iii. Rear Yard: 6.0 m (19.7 ft.); and
- d. Parking and loading:
 - i. Shall be to the satisfaction of the Development Authority.
- e. Fences
 - i. Shall be to the satisfaction of the Development Authority, with a maximum height of 1.82 m (6.0 ft.).
- f. Landscaping and amenity areas
 - i. As a condition of the approval of a Development Permit, all landscaping and planting required must be carried out to the satisfaction of the Development Authority and within twelve months of occupancy or commencement of operation of the development.
- g. Special provisions
 - i. The development of the Day Care use shall meet all requirements of the Government of Alberta as applicable.

15) That the land legally described as 5007 50th Street within the NW 31-49-26-4 be re-designated as shown on the attached Schedule B.

16) This Bylaw shall come into full force and effect upon third and final reading thereof.

READ A FIRST TIME THIS 16 DAY OF October 2023.

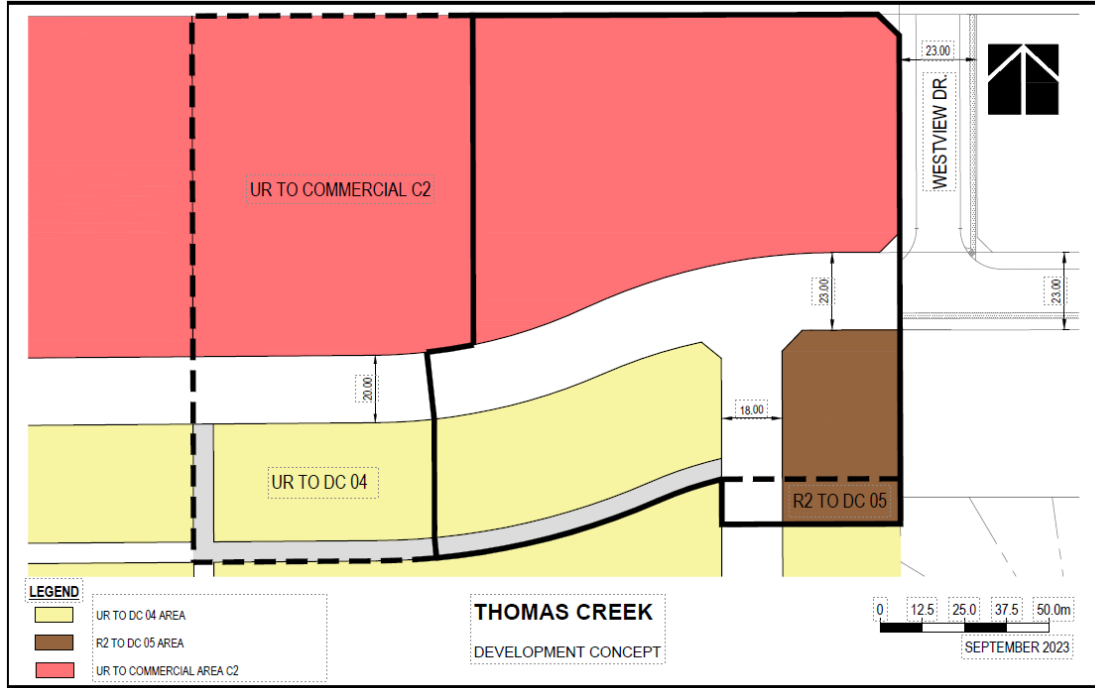
READ A SECOND TIME THIS __ DAY OF 2023.

READ A THIRD TIME AND FINALLY PASSED THIS __ DAY OF 2023.

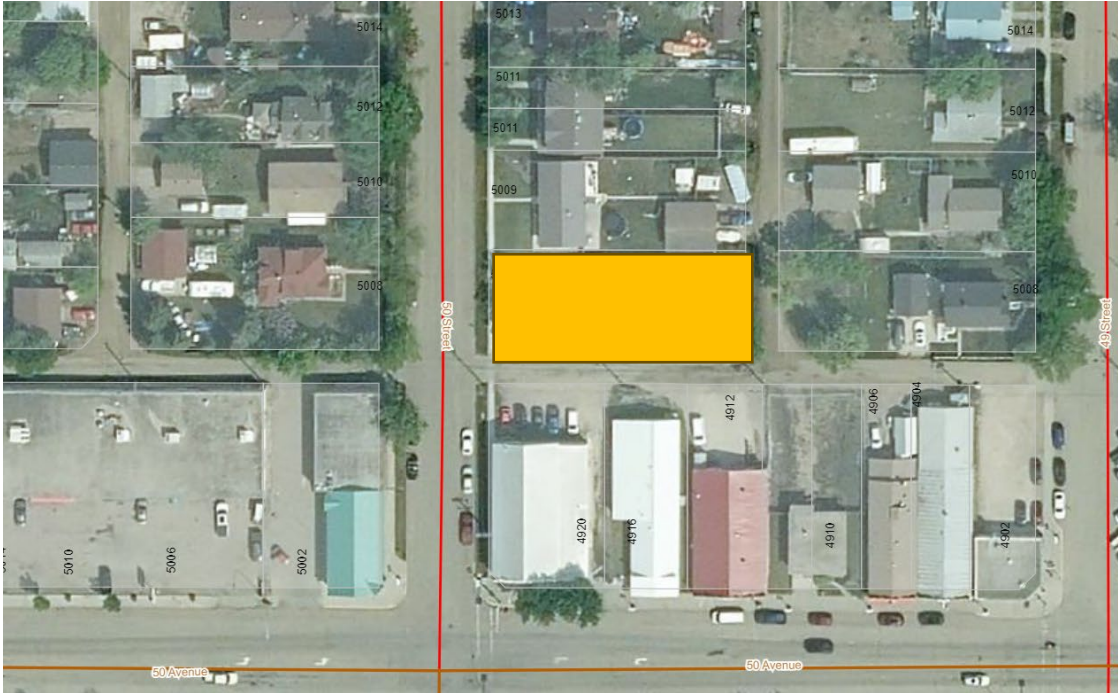
MAYOR CARNAHAN

CAO LOSIER

Schedule A – Bylaw 2023-26



Schedule B – Bylaw 2023-26



 R2 RESIDENTIAL (GENERAL) DISTRICT TO DIRECT CONTROL O6 DISTRICT

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	October 16, 2023
Originated By:	Acting DCS Bryans
Title:	2024 Funding Request from North Saskatchewan Watershed Alliance
Approved By:	CAO Losier
Agenda Item Number:	8 A

BACKGROUND/PROPOSAL:

Annually the Town of Calmar receives a contribution request from the NSWA based on a per capita contribution. The NSWA can leverage donation to apply for grants. They have been successful in the past at obtaining grant money with a ratio of 3:1 (\$3 of grant for each \$1 donated). The Town made an annual contribution to NSWA in 2022 in the amount of \$1,114.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As a non-profit organization, the NSWA relies heavily on donation and grants to operate. They plan, collaborate, and share with various stakeholders within the watershed to help maintain, protect, and improve the quality of the watershed. As the water commission draws its water from this watershed, there is a direct link between the work the organization is doing and the water our residents enjoy.

As Calmar and the region grow, water availability will be key to success or failure of our region. The Town has not fully taken advantage of the knowledge and skill available at the NWSA, but this will change as we look forward to growing our Town in an efficient and environmentally friendly manner. In the upcoming Municipal Development Plan review, it will be important to enhance the environmental policy framework. NWSA will be able to help Calmar on this front.

In addition to the environmental contribution, meeting the NSWA request would also elevate the profile of Calmar as the Town would be associated with the municipalities that invest into the environment.

COSTS/SOURCE OF FUNDING (if applicable)

The cost of this request is \$1,490.40.

RECOMMENDED ACTION:

Council pass a motion to accept this request from NSWA as information at this time to be included in the budget deliberations.

September 5, 2023

His Worship Sean Carnahan
Mayor, Town of Calmar
PO Box 750
Calmar, AB T0C 0V0

Dear Mayor and Council,

RE: Supporting Watershed Management for a Thriving Town of Calmar

I hope this letter finds you in good health and spirits. I am writing to you on behalf of the North Saskatchewan Watershed Alliance (NSWA) to kindly request your support for the NSWA in 2024. Last year, Calmar **was not among the more than 40 municipalities who supported the NSWA**. This year, as we embark on another year of collaborative efforts, we are again asking for positive consideration by you and your Council in 2024 for a **contribution of \$1,490.40**.

As you are aware, water and environmental management stands as a pillar of Calmar's growth and prosperity. The well-being of our citizens and our economy depends on secure access to clean drinking water, the sustained health of our watershed, protection against flooding and drought, and effective stormwater management.

Calmar is important to our watershed because the town sits within the Strawberry Creek basin, a major tributary of the North Saskatchewan River, and the water and natural assets in and around the town are important to our watershed's overall health. The water Calmar uses comes from the landscape upstream, while the town's stormwater or wastewater can affect the ecosystem downstream. This means that improving sustainability is best achieved at a watershed scale and in collaboration with other water managers.

At the NSWA, we believe the complex, multi-faceted nature of water and environmental management is best tackled by bringing people and communities together to collaborate. For more than 23 years, the NSWA has worked tirelessly to bring partners together to improve how we collectively manage our rivers, wetlands, and lakes using the best and most applicable science. This important work is accomplished because of the generous support of municipalities like Calmar, the provincial government, and water utilities.

The goals of the NSWA and the Town of Calmar are well aligned. The town's 2013 Municipal Sustainability Plan envisions Calmar as a leader in environmental practices and identifies a commitment to balanced land use planning. These sustainable initiatives encompass exactly what the NSWA and partners are working to implement through the Integrated Watershed Management Plan for the North Saskatchewan watershed.



Your support means that the NSWA can continue to bring municipalities and partners together to address water quality and quantity challenges, build new tools for decision-makers, and improve our understanding of the watershed. One such project is the NSWA's update to the State of the Watershed assessment, last completed in 2005. NSWA is using an internationally recognized method called the Freshwater Health Index developed by Conservation International to calculate a numeric rating for the watershed's vitality, ecosystem services, and governance. The State of the Watershed enables Calmar to make decisions and set priorities armed with the best information on the health of the watershed. The assessment is also a valuable tool for the town to communicate basin health with its citizens.

We believe that through collective efforts, we can build a future where water resources are managed sustainably, benefiting not only Calmar but our entire watershed. Your continued support is invaluable in shaping this vision into reality. We invite you to explore our 2022-2023 Annual Report and the NSWA website for more information (www.nswa.ab.ca). Enclosed is an invoice to facilitate the administration of your suggested contribution.

I would be happy to connect with you and your Council to provide more information. The NSWA Executive Director, Scott Millar (scott.millar@nswa.ab.ca) is also available to present to Calmar and to answer any questions you may have about the NSWA.

Sincerely,

Stephanie Neufeld
Chair, North Saskatchewan Watershed Alliance

Cc: Chief Administrative Officer



Invoice

Date	Invoice #
9/05/2023	2024.047

202 - 9440 49
Street NW
Edmonton, Alberta
T6B 2M9

Phone #	587.525.6821
E-mail	ellen.cust@nswa.ab.ca
Web Site	www.nswa.ab.ca

Invoice To
Town of Calmar PO Box 750 Calmar AB T0C 0V0

Description	Amount
Municipal Contribution January 1 to December 31, 2024 - Per Capita Funding Request	1,490.40
Thank you for your support	Total \$1,490.40

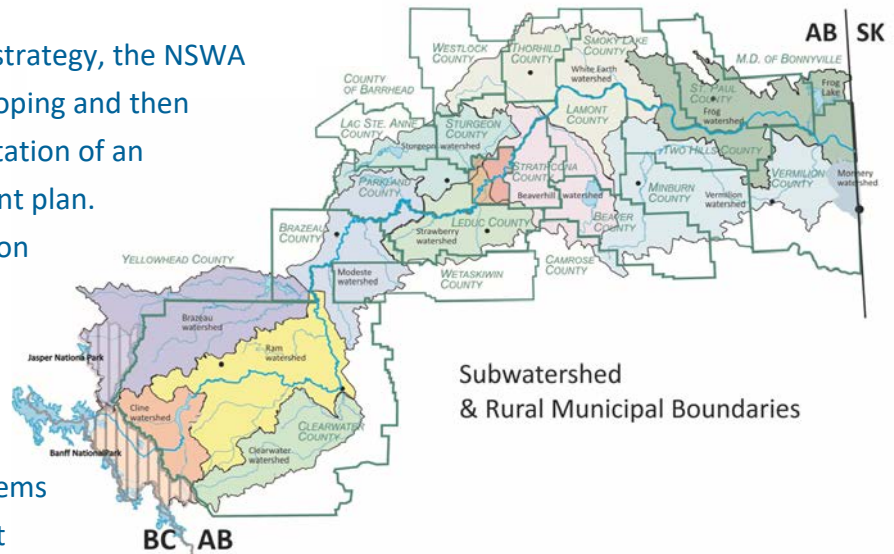
GST/HST No. 890443419

HIGHLIGHTS FROM 2022-2023

The North Saskatchewan Watershed Alliance (NSWA) is a non-profit, multi-stakeholder organization dedicated to **improving the health and sustainability of the North Saskatchewan River and its watershed.**

Under the Alberta *Water for Life* strategy, the NSWA carries the responsibility of developing and then encouraging voluntary implementation of an integrated watershed management plan.

Implemented through collaboration and community engagement, the plan sets out the actions needed to protect and enhance the quantity and quality of water and the health of aquatic ecosystems within the watershed and support the social and economic well-being of the region.



STATE OF THE WATERSHED ASSESSMENT

The State of the Watershed assessment examines numerous aspects of watershed health so that we have a baseline from which to determine if actions are needed to improve watershed health.



Building upon the NSWA's 2005 assessment, the **State of the Watershed will make use of an internationally recognized methodology called the Freshwater Health Index (FHI)**, developed by Conservation International. This will be the first use of FHI in a North America. The index scores watershed vitality, services, and governance to create scientifically supported, scalable, consistent results that integrate available data and the expertise of local stakeholders, subwatershed alliances, and the NSWA.

WETLAND STRATEGY

The NSWA is developing the **Strategy to Improve Wetland Management for the North Saskatchewan River in Alberta**. This collaborative strategy is intended to coordinate and align the work of partners across the watershed to advance wetland management and implementation of the Alberta Wetland Policy. The NSWA is offering a **Wetland Education Sponsorship** to support municipal partners as they elevate their knowledge and technical capacity to conserve wetlands and implement wetland restoration initiatives in the watershed.



RIPARIAN HEALTH ACTION PLAN

The NSWA continues to promote practices and policies that support riparian health. We initiated a **review of riparian regulations for 24 municipalities** as a foundation for building a **Riparian Regulations Best Management Practices Guide**. As well, we are working to add new dimensions to the provincial riparian setback calculator to support municipal planning processes. The **Riparian Web Portal** (riparian.info) continues showcase restoration projects from across the watershed.

EDUCATION AND OUTREACH

A key role for the NSWA is sharing knowledge and information on the North Saskatchewan River watershed. Staff attend community events throughout the summer, publish a monthly newsletter, hosts workshops and webinars, and is actively growing our social media network. We are proud to say we have engaged with more than **1,900 community members and reach over 5,700 people through our social media channels** in 2023.



STAY CONNECTED TO NSWA

Email us at water@nswa.ab.ca to join our newsletter and event mailing list.

Visit us at www.nswa.ab.ca to see more on our partners, our work, and our results.

Connect with us on the social media platform of your choice.



NorthSaskRiver



north_sask_river



@NorthSaskRiver



northsaskriver

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Council
Meeting Date:	October 16, 2023
Originated By:	Acting DCS Bryans
Title:	Donation Request from 831 Black Knights Royal Canadian Air Cadet Squadron
Approved By:	CAO Losier
Agenda Item Number:	8 B

BACKGROUND/PROPOSAL:

Since its inception in 1941, more than 1.2 million young Canadians have been members of the Royal Canadian Air Cadets. Each year more than 25,000 youths participate in the Cadet Program.

They have approached Administration to request a fundraising donation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

This year the membership includes more than 100 cadets from Leduc, Devon, Calmar and surrounding area.

The fundraising donations help:

- Increase flying opportunities;
- Provide scholarships;
- Enhance programs;
- Expand aviation career training courses, and
- Enable recruitment, screening and training of volunteers.

COSTS/SOURCE OF FUNDING (if applicable)

The cost would be equivalent to the donation given should Council choose to support the organization.

RECOMMENDED ACTION:

Council pass a motion to accept this request from 831 Black Knights Royal Canadian Air Cadet Squadron as information at this time to be included in the budget deliberations.

Since its inception in 1941, more than 1.2 million young Canadians have been members of the Royal Canadian Air Cadets. Each year more than 25,000 youths participate in the Cadet Program. We are proud to be able to contribute to the development of these young men and women as they become outstanding citizens ready to face the challenges of an ever-changing world.

Your financial support helps us enrich the Cadet experience by:

- Increasing flying opportunities;
- Providing academic scholarships;
- Enhancing programs such as music and effective public speaking;
- Expanding aviation career training courses to meet industry needs; and
- Enabling recruitment, screening and training of volunteers to work with Cadets.

This year our membership involves more than 100 cadets from Leduc, Devon, Calmar and the surrounding area.

Fundraising events for our squadron include bottle drives, chocolate almond sales, and cash calendar sales. Bottle donations are accepted year round at the Leduc Bottle Depot. Simply let the attendant know that you would like to donate all or part of your recycling to the "Leduc Air Cadets" and the funds will be automatically donated to our organization.

Should your business consider supporting 831 Black Knights Royal Canadian Air Cadet Squadron, any contribution of a product, service, monetary donation, or any other donation is greatly appreciated. Donations by e-transfer can be sent to 831aircadets.treasurer@gmail.com kindly include in the comments that this is a donation. Cheque donations can be made out to 831 Leduc Sponsor Committee.

Any questions regarding sponsorship may also be directed to our sponsoring committee via email at 831aircadets.fundraising@gmail.com.

Be part of a proud tradition and an exciting future – support the [831 Black Knights Royal Canadian Air Cadet Squadron](#) a member of the Air Cadet League of Canada.

Thank you for your support,



Stacy Link
Chair - 831 Black Knights Squadron Sponsoring Committee

Town of Calmar

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	April 19, 2022
Originated By:	CAO Losier
Title:	Utilities Franchise Fees
Approved By:	CAO Losier
Agenda Item Number:	8C

BACKGROUND/PROPOSAL:

Under the Municipal Government Act (MGA), municipalities can charge utility companies a franchise fee, calculated as a percentage of the company’s actual total revenue. For the gas franchise fee, the regulation has capped it at 35 per cent. For electricity, the cap is limited to 20 per cent.

The fees are levied by the utility companies and then passed along to the Town as a source of revenue.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

For gas, Apex is the utility company. The town has a multiyear agreement with them as our provider. Fortis is the utility company for electricity. In 2023, both franchise fees were levied at the maximum rate, which translated into anticipated revenues of \$600,000 (\$19,000/month Fortis and \$29,750/month Apex). These projected revenues are based on the projected consumption anticipated by the utility companies. Therefore, they are not exact or guaranteed.

In the current draft budget, Administration kept the same percentages and is projecting revenues of \$610,000 for 2024. Should Council decide to reduce the franchise fees, anticipated revenues would be decreased accordingly. For example, using Fortis calculator, a reduction of 1% would mean a potential loss of approximately \$15,000. With Apex, each 1% reduction in the franchise fee would represent a reduction of revenues by about \$11,530.

As the Town applies the maximum percentage, it is not possible to increase the franchise fees, but Council could decide to reduce them. Any modification of the franchise fees will require a letter to the utility company prior to the end of October and will require advertisements (2 weeks) in a local newspaper to inform the public of the reduction. Then, proof of publications will have to be given to the utility company.

Option 1 – Council pass a motion maintain the current franchise fees.

Option 2 – Council pass a motion to reduce the franchise fees.

Should Council opt for option 2, Council will need to identify exactly the percentage they would like to apply to each franchise fee.

COSTS/SOURCE OF FUNDING (if applicable)

Any changes to the franchise fee will correspond to a proportional lost in revenues for the municipality and will translate into utility bill reduction for the residents. Using the Fortis calculator, a 1% reduction in electricity franchise fee would translate into approximately a \$5 saving per month for a typical residential dwelling.

RECOMMENDED ACTION:

Council pass a motion to maintain the current franchise fees.

August 29, 2023

Mayor Sean Carnahan and Council
Town of Calmar
PO Box 750
Calmar, AB T0C 0V0

Dear Mayor Carnahan and Council,

Re: TOTAL REVENUES DERIVED FROM DELIVERY TARIFF

As per Section 4 (a) of the Natural Gas Distribution Franchise Agreement currently in effect between the Town of Calmar and Apex Utilities Inc., this correspondence serves to fulfill the Company's obligation to provide the Municipality with the following information:

1. The total revenues that were derived from the Delivery Tariff within the Municipal Area for the prior calendar year; and
2. An estimate of total revenues to be derived from the Delivery Tariff with the Municipal Area for the next calendar year.

This is provided to assist the Town with its budgeting process and to determine whether a percentage change to the current franchise fee is necessary for the next calendar year. If a fee percentage change is necessary, the Municipality should advise the Company in writing of the franchise fee to be charged by November 15, 2023. Failing notification, the current franchise fee percentage of **35.0%** will remain unchanged.

	2022 Actuals	2024 Estimates
Delivery Revenues (Rate 1, 11, 2 & 12)	\$956,149.47	\$1,153,410.91
Delivery Revenues (Rate 3 & 13)	\$0.00	\$0.00
Total Delivery Revenues	<u>\$956,149.47</u>	<u>\$1,153,410.91</u>
2022 Actual Franchise	<u>\$243,224.32</u>	
2024 Estimated Franchise Fee		<u>\$403,693.82</u>

If you have any questions regarding this process or about the information provided, please contact me directly at (780) 980-7305 or via email at irichelh@apexutilities.ca. I look forward to hearing from you.

Sincerely,

Apex Utilities Inc.



Irv Richelhoff
Supervisor Business Development

September 26, 2023

RE: 2024 Franchise Fee Calculator, Confirmation of Franchise Fee, Microgeneration Update

FortisAlberta is writing to you to share some important information about the 2024 Franchise Fee Calculator as well as an update on franchise fees and microgeneration.

2024 Franchise Fee Calculator

FortisAlberta is currently preparing for the annual franchise fee changes and is updating the calculator used by the municipalities to forecast franchise fee revenue in 2024.

In early September, FortisAlberta filed its annual rates application as required by the Alberta Utilities Commission (AUC). However, the AUC has not yet issued a decision on the *Third Generation Performance-Based Regulation* plan that will cover the 2024-2028 period or the *Cost-of-Capital Parameters in 2024 and Beyond*, that will determine the 2024 rates. The AUC is expected to issue these decisions by the end of September.

Once these decisions are issued, FortisAlberta would then incorporate the directions from these decisions, or any other relevant decisions and apply for its 2024 distribution rates as and when directed by the AUC, potentially towards the end of October. In addition, actual transmission rates primarily depend on the transmission rates filed by the Alberta Electric System Operator (AESO), which are then approved by the AUC. As of the date of this letter, the AESO has not applied for the 2024 transmission rates.

Typically, rate information for the coming year is known by early September. FortisAlberta recognizes this delayed timeline for 2024 rates will be a challenge for municipalities as they prepare their budgets and set their franchise fees for 2024. To allow the municipalities to start budgeting for 2024, FortisAlberta has created the franchise fee calculator with an assumption that both transmission and distribution rates would increase by 3.71 per cent.

Currently, inflation in 2024 is expected to be somewhat lower than in 2023, and therefore, FortisAlberta considers that assuming a rate increase of 3.71 per cent is reasonable on balance. However, any actual rate change for 2024 could be materially different than this estimated increase of 3.71 per cent. FortisAlberta also estimates electricity consumption and the franchise fee amount paid by customers within each municipality. While this estimate is more robust, actual consumption could be somewhat different.

Request - Confirmation of Franchise Fee

Reviewing the process for 2024 franchise fee changes, **FortisAlberta requests all municipalities to confirm via email that they have received this information and if they plan any increase/decrease or plan to keep the current franchise fee percentage.** Please confirm your franchise information that is included in the calculator, specifically the franchise fee percentage and respond to

StakeholderRelations@FortisAlberta.com to confirm any increase/decrease or no change. Additionally, we have included a table showing municipalities and their current franchise fee percentage. This information will help you understand what other communities are charging and confirms of your current franchise fee percentage.

Media Coverage on Franchise Fees

Recently in the media there have been reports of high Regulated Rate Option (RRO) rates where some Distribution Facility Owners (DFO) charge Franchise Fees on these Retailer costs. FortisAlberta only charges Franchise Fees on Transmission and Distribution tariff costs and excludes all rate riders and Retailer costs.

Microgeneration Update

In case you are asked by constituents about our microgeneration connection process and why it is taking longer to connect these installations, we wanted to provide you with some context. During the last three years, FortisAlberta microgeneration connections have doubled. For 2023, we estimated that more than 1,600 connections will take place in our service area alone. We have added additional staff to meet the demand as FortisAlberta has the busiest service area for microgeneration in Canada. Additionally, one in three applications are not complete when it is submitted resulting in additional work. We are working closely with customers to ensure their preparedness and continue to identify and execute efficiencies to streamline the process.

If you have additional questions or concerns specific to microgeneration, franchise fees or questions in general please contact your Stakeholder Relations Manager.

Sincerely,



Dave Hunka
Manager, Municipalities
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

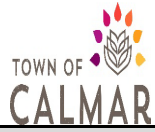
A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	2%	2022/01/01
02-0011	Athabasca	16%	2023/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	16%	2023/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	5%	2022/04/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	16%	2023/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	7.5%	2023/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	9%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.13%	2022/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	7%	2018/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	15%	2023/01/01	04-0378	Larkspur	3%	2020/04/01
02-7662	Diamond Valley	10%	2023/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	15%	2021/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	15%	2023/01/01
03-0097	Edgerton	15%	2022/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.91%	2023/01/01	02-0215	Mayerthorpe	12%	2023/04/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	5%	2022/04/01	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	5%	2023/01/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	15%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	10%	2022/01/01
03-0149	Hill Spring	5%	2014/01/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	11.73%	2022/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	13%	2017/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	17%	2023/03/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	8%	2023/05/01	02-0261	Raymond	16%	2022/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	10%	2023/04/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	20%	2022/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	15.3%	2023/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	5%	2015/04/01

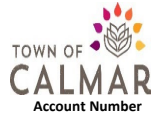
Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	15.50%	2023/01/01	02-0311	Taber	18%	2020/07/01
04-0273	Ross Haven	0%	2016/01/01	02-0315	Thorsby	20%	2014/01/01
03-0276	Ryley	3%	2016/01/01	02-0318	Tofield	5%	2015/01/01
04-0279	Seba Beach	4%	2014/01/01	04-0324	Val Quentin	0%	2016/01/01
02-0280	Sedgewick	10%	2023/01/01	02-0326	Vauxhall	8%	2022/01/01
04-0283	Silver Sands	3%	2018/01/01	02-0331	Viking	8%	2013/01/01
04-0369	South Baptiste	0%	2005/05/01	02-0333	Vulcan	20%	2013/10/01
04-0288	South View	3%	2019/01/01	03-0364	Wabamun	10%	2017/01/01
01-0291	Spruce Grove	20%	2016/01/01	02-0335	Wainwright	11%	2020/04/01
01-0292	St. Albert	15%	2023/01/01	07-0159	Waterton Park	8%	2018/10/01
03-0295	Standard	0%	2015/01/01	03-0338	Warburg	10%	2015/01/01
02-0297	Stavely	6%	2021/01/01	03-0339	Warner	5%	2021/01/01
03-0300	Stirling	12%	2019/01/01	04-0344	West Cove	0%	2018/01/01
02-0301	Stony Plain	20%	2013/01/01	02-0345	Westlock	14.75%	2022/01/01
09-0302	Strathcona County	0%	TBD	01-0347	Wetaskiwin	17.0%	2023/01/01
02-0303	Strathmore	20%	2020/07/01	04-0371	Whispering Hills	5%	2016/10/01
03-0304	Strome	9%	2022/01/01	02-0350	Whitecourt	3.91%	2023/01/01
02-0307	Sundre	10%	2020/01/01	04-0354	Yellowstone	3%	2016/01/01
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				
02-0310	Sylvan Lake	18%	2023/01/01				



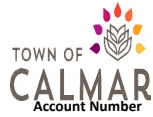
	Account Description	2023 Budget	2023 - 2024 % Variation	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2024 Budget Comments
1-51-00-410	FAMILY SERV - Fees & Programs	-500.00	0%	-500.00	-500.00	-500.00	-500.00	miscellaneous revenues for programs (i.e. volunteer appreciation tickets)
1-51-00-590	FAMILY SERV - Other General Revenue	-1,000.00	-40%	-600.00	-600.00	-600.00	-600.00	Volunteer Alberta Grant
1-51-00-840	Provincial Grant	0.00	#DIV/0!	0.00	-5,000.00	-5,000.00	-5,000.00	no planed RMH projects for 2024
1-51-00-850	FAMILY SERV - Regional FCSS Grant	-37,500.00	0%	-37,500.00	-37,500.00	-37,500.00	-37,500.00	Leduc County distribution
1-51-01-590	FAMILY SERV - Christmas Elves Program Revenues	-3,500.00	0%	-3,500.00	-3,500.00	-3,500.00	-3,500.00	Christmas elves charitable donations
		-42,500.00		-42,100.00	-47,100.00	-47,100.00	-47,100.00	



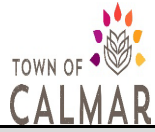
Account Number	Account Description	2023 Budget	2023 - 2024 % Variation	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2024 Budget Comments
2-51-00-110	FAMILY SERV - Wages & Salaries	36,600.00	-48%	18,961.90	20,000.00	21,000.00	23,000.00	Per distribution
2-51-00-115	FAMILY SERV - Overtime	500.00	0%	500.00	500.00	500.00	500.00	Estimated overtime to be paid. Will be adjusted once the new programs/events are identified.
2-51-00-130	FAMILY SERV - Employer Contributions	5,490.00	-48%	2,844.28	3,000.00	3,200.00	3,400.00	Percentage of salary allocated to this cost center
2-51-00-136	FAMILY SERV - Workers's Compensation Board Fees	1,600.00	0%	1,600.00	1,600.00	1,600.00	1,600.00	4% of \$40k premium based on wage distribution
2-51-00-140	FAMILY SERV - Meals & Lodging	0.00	#DIV/0!	0.00	0.00	0.00	0.00	reallocated to training and development
2-51-00-148	FAMILY SERV - Training & Development	2,500.00	-20%	2,000.00	2,000.00	2,200.00	2,200.00	Conferences, training etc (combined with meals and lodging)
2-51-00-210	FAMILY SERV - Vehicle Allowance	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-51-00-212	FAMILY SERV - Mileage	500.00	0%	500.00	500.00	500.00	500.00	Conferences, training etc
2-51-00-215	FAMILY SERV - Freight & Postage	700.00	-29%	500.00	500.00	550.00	550.00	Based on 5 year average
2-51-00-217	FAMILY SERV - Telephone	750.00	-27%	550.00	550.00	550.00	550.00	Landline expense only, cell phone moved to Dept 26
2-51-00-220	FAMILY SERV - Advertising	2,100.00	-48%	1,100.00	1,100.00	1,200.00	1,200.00	Departmental program promotional materials Awareness campaign materials
								National Volunteer Week \$4000, Seniors Week \$2800, Calmar Youth Council \$800, Community Connections Event \$500, Indigenous Awareness Event \$500
2-51-00-221	FAMILY SERV - Program Hosting Expense	8,000.00	13%	9,000.00	9,000.00	9,000.00	9,000.00	
2-51-00-222	FAMILY SERV - FCS Municipal Cost Share Portion	13,800.00	1%	14,000.00	14,200.00	14,200.00	14,200.00	Town of Calmar 20% share of regional service
2-51-00-225	FAMILY SERV - Volunteer Recognition	2,000.00	25%	2,500.00	2,500.00	2,500.00	2,500.00	Volunteer honorariums
2-51-00-231	FAMILY SERV - Audit Fees	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Allocation changed to be 100% through Admin
2-51-00-260	FAMILY SERV - Office Rental	0.00	#DIV/0!	0.00	0.00	0.00	0.00	
2-51-00-270	FAMILY SERV - Insurance	600.00	17%	700.00	800.00	800.00	800.00	Allocation distributed to this department
2-51-00-510	FAMILY SERV - Printing & Stationary	800.00	0%	800.00	800.00	800.00	800.00	Allocation distributed to this department
2-51-00-511	FAMILY SERV - Household & Miscellaneous Goods	300.00	0%	300.00	300.00	300.00	300.00	General supplies
2-51-00-520	FAMILY SERV - Equipment Parts, Repairs & Main	400.00	0%	400.00	400.00	400.00	400.00	Office Equipment
2-51-00-540	FAMILY SERV - Power	1,050.00	-100%	0.00	0.00	0.00	0.00	Changed distribution to be Administration
2-51-00-541	FAMILY SERV - Natural Gas	1,625.00	-100%	0.00	0.00	0.00	0.00	Changed distribution to be Administration
2-51-00-590	FAMILY SERV - Other General Expenses	500.00	0%	500.00	500.00	500.00	500.00	Allocation distributed to this department
2-51-01-511	FAMILY SERV - Christmas Elves Prog. Donation Exp.	5,750.00	-30%	4,000.00	4,000.00	4,000.00	4,000.00	Christmas Elves expenses combined
2-51-01-512	FAMILY SERV - Christmas Elves Prog. Hosting Exp.	0.00	#DIV/0!	0.00	0.00	0.00	0.00	
		85,565.00		60,756.18	62,250.00	63,800.00	66,000.00	



Account Number	Account Description	2023 Budget	2023 - 2024 % Variation	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2024 Budget Comments
1-61-00-400	MUNI DEV - Land Sales	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Tax Certificates
1-61-00-410	MUNI DEV - Service Fees	-5,500.00	-9%	-5,000.00	-5,500.00	-5,750.00	-6,000.00	Zoning Compliance Certificates Budget Dollars based on last few years actual
1-61-00-411	MUNI DEV - Subdivision Fees	-750.00	33%	-1,000.00	-1,000.00	-1,000.00	-1,000.00	Subdivision Fees are based on developer activities. Small amount recognized in anticipation of some movement (about 4 lots)
1-61-00-510	MUNI DEV - Safety Codes Council	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No Revenue Projected
1-61-00-520	MUNI DEV - Development Permits	-2,000.00	25%	-2,500.00	-2,500.00	-2,750.00	-2,750.00	Development Permits budget based on 2021 and 2022 Actual
1-61-00-530	MUNI DEV - Building Permits	-40,000.00	0%	-40,000.00	-42,000.00	-44,000.00	-46,000.00	Building Permits revenue is based on 5 year average
1-61-00-590	MUNI DEV - Other General Revenue	-1,000.00	0%	-1,000.00	-1,000.00	-1,000.00	-1,000.00	Construction deposits retained & other misc revenue. This should go down as we have reduced the damage deposit requirements.
1-61-00-840	MUNI DEV - Conditional Grants - Provincial	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No Grants are planned for this year
1-61-00-900	MUNI DEV - Off Site Levies	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Offsite Levies are subject to new stages being initiated. \$0 revenue in previous 5 years.
1-61-00-920	MUNI DEV - Contributed from Reserves	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Any funds received is transferred to the corresponding levy reserve.
		-49,250.00		-49,500.00	-52,000.00	-54,500.00	-56,750.00	No projects are planned for this year



Account Number	Account Description	2023 Budget	2023 - 2024 % Variation	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2024 Budget Comments
2-61-00-110	MUNI DEV - Wages & Salaries	88,780.00	3%	91,035.16	93,500.00	96,000.00	99,000.00	Per distribution
2-61-00-115	MUNI DEV - Overtime	0.00	#DIV/0!	0.00	0.00	0.00	0.00	no overtime budgeted
2-61-00-130	MUNI DEV - Employer Contributions	13,317.00	3%	13,655.27	14,025.00	14,400.00	14,850.00	15% of salary allocated to this cost center
2-61-00-136	MUNI DEV - Workers' Compensation Board Fees	1,600.00	0%	1,600.00	1,600.00	1,600.00	1,600.00	4% of \$40k premium based on wage distribution
2-61-00-140	MUNI DEV - Meals & Lodging	0.00	#DIV/0!	0.00	0.00	0.00	0.00	reallocated to training and development
2-61-00-148	MUNI DEV - Training & Development	2,500.00	20%	3,000.00	3,000.00	3,100.00	3,100.00	APPI/CIP/ADOA
2-61-00-150	MUNI DEV - S.D.A.B. Meeting Fees	1,000.00	200%	3,000.00	3,000.00	3,000.00	3,000.00	To cover expenses if Subdivision/Development is appealed
2-61-00-210	MUNI DEV - Vehicle Allowance	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-61-00-215	MUNI DEV - Freight & Postage	1,500.00	0%	1,500.00	1,500.00	1,500.00	1,500.00	Based on 5 year average
2-61-00-217	MUNI DEV - Telephone	1,200.00	0%	1,200.00	1,200.00	1,200.00	1,200.00	Based on 5 year average
								Subdivision, bylaws and open houses, based on 5 year average (taking into consideration that Council would adopt advertising bylaw. Otherwise, fees will have to be increased
2-61-00-220	MUNI DEV - Advertising	3,200.00	-38%	2,000.00	2,200.00	2,200.00	2,200.00	considerably for paper advertising - at least \$3,000 more)
2-61-00-221	MUNI DEV - Title & Land Searches	1,000.00	0%	1,000.00	1,000.00	1,000.00	1,000.00	Information gathering for developments based on 5 year average
2-61-00-222	MUNI DEV - Memberships & Subscriptions	1,300.00	8%	1,400.00	1,450.00	1,450.00	1,500.00	CPAA, CIP, APPI
2-61-00-223	MUNI DEV - Subdivision & Development Costs	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Planning consultation (\$0 the last 5 years)
								Review drawings and consultation on development
2-61-00-230	MUNI DEV - Engineering Fees	40,000.00	-13%	35,000.00	35,000.00	35,000.00	35,000.00	Inspections for FAC, CCC, sub. and dev. review
2-61-00-231	MUNI DEV - Audit Fees	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Allocation changed to 100% Administration
2-61-00-232	MUNI DEV - Inspection Fees	18,000.00	6%	19,000.00	19,500.00	20,000.00	21,000.00	Building, Electrical, Plumbing Inspections
2-61-00-233	MUNI DEV - Legal Fees	12,500.00	0%	12,500.00	12,500.00	12,500.00	12,500.00	Consultation for agreements etc. (5 year av with \$0 in 2022)
2-61-00-234	MUNI DEV - Planning Fees	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-61-00-510	MUNI DEV - Printing & Stationary	800.00	0%	800.00	800.00	800.00	800.00	Based on 5 year average
								GIS annual fee + asset management + planning support as needed
2-61-00-513	MUNI DEV - Contracted Services	30,000.00	167%	80,000.00	31,000.00	31,500.00	31,500.00	do LUB
2-61-00-515	MUNI DEV - Other Contracted Services	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-61-00-520	MUNI DEV - Cost of Land Sold	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-61-00-540	MUNI DEV - Admin Power	175.00	-100%	0.00	0.00	0.00	0.00	Changed distribution
2-61-00-761	MUNI DEV - Transfer to Reserves	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
		216,872.00		266,690.43	221,275.00	225,250.00	229,750.00	



	Account Description	2023 Budget	2023 - 2024 % Variation	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2024 Budget Comments
1-62-00-410	COMM SER - Promotional Revenue	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No Revenue Projected
1-62-00-590	COMM SER - Other General Revenue	-7,500.00	-87%	-1,000.00	-1,000.00	-1,000.00	-1,000.00	Sponsorship related to Ec Dev - all others are tracked in other departments
1-62-00-840	COMM SER - Conditional Grant - Provincial	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No Revenue Projected
1-62-00-920	Transfer From Reserves	0.00	#DIV/0!	-30,000.00	-23,000.00	0.00	0.00	For façade improvement grant (from development incentive reserve)
		-7,500.00		-31,000.00	-24,000.00	-1,000.00	-1,000.00	



Account Number	Account Description	2023 Budget	2023 - 2024 % Variation	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2024 Budget Comments
2-62-00-110	COMM SER - Wages & Salaries	118,000.00	-5%	111,738.24	115,000.00	119,000.00	123,000.00	Per distribution
2-62-00-115	COMM SER - Overtime	2,350.00	4%	2,450.00	2,550.00	2,550.00	2,550.00	2% of Wages and Salaries used for calculation
2-62-00-130	COMM SER - Employer Contributions	17,700.00	-5%	16,760.74	17,250.00	17,850.00	18,450.00	15% of salary allocated to this cost center
2-62-00-136	COMM SER - Workers' Compensation Board Fees	3,200.00	0%	3,200.00	3,200.00	3,200.00	3,200.00	8% of \$40k premium based on wage distribution
2-62-00-140	COMM SER - Meals & Lodging	0.00	#DIV/0!	0.00	0.00	0.00	0.00	reallocated to training and development
2-62-00-148	COMM SER - Training & Development	2,000.00	25%	2,500.00	2,500.00	2,500.00	2,500.00	EDAC Conference + Community Economic Development Course (2 modules)
2-62-00-210	COMM SER - Vehicle Allowance	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-62-00-212	COMM SER - Mileage	2,000.00	0%	2,000.00	2,000.00	2,000.00	2,000.00	For business visits / Conference / - when the cruiser is unavailable
2-62-00-215	COMM SER - Freight & Postage	700.00	0%	700.00	700.00	700.00	700.00	Based on 5 year average
2-62-00-217	COMM SER - Telephone	600.00	0%	600.00	600.00	600.00	600.00	\$50 x 12 months
2-62-00-220	COMM SER - Advertising	25,000.00	-40%	15,000.00	15,000.00	17,000.00	17,000.00	Developing marketing & advertising material
								Executive Pulse - Biz Database - Alliance membership, EDA, EDAC
2-62-00-222	COMM SER - Memberships & Subscriptions	6,500.00	31%	8,500.00	8,500.00	9,000.00	9,000.00	\$5,000 Chamber (this will go up in 2024. We only got a 1 time deal of 2000.00 for 2023)
2-62-00-223	COMM SER - Promotion & Research	3,200.00	453%	17,700.00	17,700.00	19,000.00	19,000.00	Council, admin, and new bussiness swag as well as welcome bags
2-62-00-231	COMM SER - Audit Fees	0.00	#DIV/0!	0.00	0.00	0.00	0.00	Allocation changed to be 100% Administration
2-62-00-510	COMM SER - Printing & Stationary	900.00	0%	900.00	900.00	900.00	900.00	Based on 5 year average
								Committee meeting hosting (this may have to go up if we get an Ec Dev Committee)
								New business welcome letter
2-62-00-511	COMM SER - Miscellaneous	600.00	0%	600.00	600.00	600.00	600.00	Way finding signage / Posters
2-62-00-513	COMM SER - Contracted Services	4,700.00	-100%	0.00	0.00	0.00	0.00	reallocated to promotion
2-62-00-540	COMM SER - Power	175.00	-100%	0.00	0.00	0.00	0.00	Changed allocation
2-62-00-761	COMM SER - Transfer to Reserves	0.00	#DIV/0!	0.00	0.00	0.00	0.00	No budget is anticipated
2-62-00-900	Grants to Others	35,000.00	-14%	30,000.00	23,000.00	0.00	0.00	Mainstreet Façade Improvement Grant Program - 2 year program
		222,625.00		212,648.98	209,500.00	194,900.00	199,500.00	

Town of Calmar

Council Priority Report (CPR) - Communication

Meeting:	Regular Council Meeting
Meeting Date:	October 16, 2023
Originated By:	S. Losier / H. Bryans
Title:	Council Priority – Communication Update Report
Approved By:	CAO Losier
Agenda Item Number:	10A

COUNCIL PRIORITY - COMMUNICATION

At its July 10 meeting, Council discussed the various projects and initiatives identified throughout the strategic and master plans. Acknowledging that resources are limited, Council decided to identify 3 priorities for Administration. One of these is communication.

STARTING POINT

Administration presented a short report to Council in August that identified the need to review the town’s current strategic documents to create an action plan. The review has been initiated, but more time will be needed. Once the review is completed, Administration will create a key elements document and send it by email to Council to obtain some feedback.

In parallel to this analysis, Council has adopted the alternative notification bylaw that established the town’s website as the primary vehicle to communicate with the residents. This does not prevent the Town from using other means to communicate but confirms the need to maintain the website as current as possible. To that effect, Administration is working with a consultant to clean the website by removing outdated/obsolete information. Once this is done, we will proceed to improving/enhancing the website. This shall be completed in 2024.

ACTION PLAN:

In reviewing the documentation, Administration has concluded that the action plan should be a concise document that contains both internal and external provisions. Furthermore, it should contain provisions for Administration as well as Council as it is important for Team Calmar members to have complementary and consistent approaches.

Administration also recently upgraded its Survey Monkey account to have full access to results and other analytical tools. Administration would like to take this opportunity to prepare an engagement survey to find out how the community would prefer to be engaged.

NEXT STEPS:

Administration will need to develop the action plan and report back to Council. As mentioned in the initial meeting, the intent is to update Council every two months, alternating with the Department Reports.

The current report is submitted for discussion. Administration is happy to answer questions from Council.

Town of Calmar

Council Priority Report (CPR) - Recreation

Meeting:	Regular Council Meeting
Meeting Date:	October 16, 2023
Originated By:	S. Losier / I. Miller, and R. Van Looy
Title:	Council Priority – Recreation
Approved By:	CAO Losier
Agenda Item Number:	10 B

COUNCIL PRIORITY - RECREATION

At its July 10 meeting, Council discussed the various projects and initiatives identified throughout the strategic and master plans. Acknowledging that resources are limited, Council decided to identify 3 priorities for Administration. One of these is Recreation. The purpose of this priority is to identify a recreation project that will be defined, designed, and implemented.

Within the recreation priority, several major projects were initially identified. At its August meeting, Council narrowed the list of projects to three. The projects are now the Calmar Outdoor Recreational Grounds, the enhancement of the arena, and the development of a centralized recreational complex.

The intent of this initiative is to provide information to guide Council in prioritization of the projects. In this report, Administration is presenting the information that is known and identifying the information that is unknown that could have a significant impact on the project.

STARTING POINT

1. Calmar Outdoor Recreation Grounds.

What we know

- Significant Drainage issue within the area that impact the usability of the ball diamonds and surrounding area. Calmar received a multimillion-dollar proposal to redevelop the area. Administration has reached back to Select Engineering (the author of the report) to confirm the cost breakdown in order to know the cost for drainage.
- Many plans were done for the redevelopment, but none was officially selected.
- Two abandoned wells. One is located within diamond 3 and the other one is in the field being used for camping.
- People vehicles/properties are being hit by balls.

- It is a huge space that could be reconfigured to solve many issues. Size could also facilitate transition without having to close the diamonds.
- Addressing drainage could also solve drainage issue along 51st Street and the avenues in the areas.
- Netting along base lines would be required for safety for existing ball diamond grounds layout should Council decide to keep the configuration as it is. The current configuration would also require the extension of fence to stop homeruns, fixing of fences (curling), and the installation of missing dugouts.

What we do not know/need to know more about

- Not clear on what the public interest is regarding soccer, ball, camping at rec ground. In the past, it was identified as active area and Woodland Park as passive/cultural area. (need to validate survey and explain how it relates to the 3 projects still in the running). About outdoor space, trails, outdoor courts, community / multiuse space are the top contenders.
- Camping area – Is this something Calmar even wants to do? If so, we should have designated sites, proper camping amenities, proper booking and collection.
- Installation of soccer fields. Look at viability of multiuse field (turf, dome etc.)
- Proper parking area, gathering area, picnic area, trail.
- What would be the limitations on development created by the abandoned wells if the town wanted to redevelop the area for recreational or other uses.

2. Enhance/upgrade the arena.

What we know

- Grant might be available for retrofitting/improving the arena. – This will come at a 20% provided by us. Retrofit is 80% covered if approved but substantial money will have to go into this.
- Not enough dressing rooms. Currently 4.
- Needs female dressing room. Currently using a cleaning closet.
- Not insulated properly. Very cold in winter, unable to maintain ice in late spring / summer.
- Condenser is under rated for our temperature spikes. Cannot handle warm temperatures with current insulation if we want to extend the season.
- Bleachers are not accessible. Bleacher's area is not accessible for patrons with special needs and undersized for allowed building occupancy.
- Bathrooms and lobby are not capable of supporting the load capacity.
- No skate sharpening available.
- Storage is very limited.
- Floor is starting to settle which has created wall/floor stability issues.
- Arena is more than 60 years old.
- Last major renovation was 2016-2017 (ice plant and Zamboni room). The last structural upgrade or renovation is unknown to Administration.

- Slab is 45 years old. Was installed in 1978. Longest ever seen in the industry was 51 years. Shortest was 21 years. This will become an issue sooner than later. Total price with recommended contingency for floor replacement \$1,050,000.00 + Taxes (quoted in 2023).
- Non ice surface needs upgrade. Bleachers, storage, dressing rooms, team room, office etc....can be done at the same time as the floor slab...
- Limited in space. Arena expansion would have to go out and up.
- Updated Quote to remove and replace new ceiling insulation in arena \$52,170.00 +GST.
- Cimco engineers are reviewing plant design and will provide upgrade recommendations and costs associated with said plant.
- Paint stripping and application required sooner than later for arena rafter beams.
- Parking lot lighting and surrounding building not adequate for winter season.

What we do not know/need to know more about

- Why is the floor sinking?
- 3rd party needed to evaluate options (Analysis, Concept, Design, Scope, etc.) Furthermore, analysis needs to be done for structural stability and usability, life cycle, etc.
- Arena is near or at end of life. Administration expects this to be confirmed by 3rd party when they do evaluation.
- The usage should play a role in this decision as a significant portion of the arena usage is not by Calmar residents.
- Is there a chance to add gym, meeting rooms, court, or other amenities?

3. Develop centralized recreation complex/civic center Rec Complex / Civic

What we know

- We currently do not have a parcel big enough to accommodate all the Town's amenities.
- There are limited options regarding parcels that would have the appropriate size within the municipalities.
- It will require land acquisition.
- Public has shared interest in having pool, court, pickleball, tennis, etc., but no cost was presented in these discussions.
- Centralized site could allow for a twin arena, encompass the rec complex plus town hall, library, conference center and more.
- Leduc is building a recreational center in the future in the west site of the city (about 11 minutes from Calmar)
- We currently have a recreational agreement with Leduc County and would have to be discussed with them before any major projects.
- Could become a destination for recreational/cultural purposes. Would bring a lot more things to the Town.
- Would require could access/visibility from the Highway.

- People that attend the rec complex for event typically prefer to stay over night. Devon and Leduc are close enough at the moment for any out-of-town tournaments / events.
- Multi-use complex would address the needs of various groups in the community/region. This would significantly enhance the ability to deliver programming as well as have places for all ages.
- Could also enable the Town to sell the Program Center.
- The splash park is coming to the end of its life (within 5 years or so).

What we do not know/need to know more about

- What the condition of the new site are (above/under ground)
- Leduc County's interest in developing a regional project.
- Which owner would be interest in discussing with the Town?
- We do not have any concept costs.
- Probability of repurposing town's buildings
- 3rd party needed. Analysis, Concept, Design, Scope
- Decision regarding what will be included. Twin, Pool, Gym, court etc....
- How much land will need to be acquired and cost of said acquisition.

ACTION PLAN:

Once Council has reviewed and discussed this report, there should be a discussion about the process to narrow the priorities from 3 projects to the top project. Public engagement and usage should also be discussed as these amenities are and would be largely used by non-residents.

Should there be any specific information that Council would like to receive before advancing the discussion, direction will need to be provided to Administration as it prepares for the December update.

NEXT STEPS:

The next steps will be dictated by Councils' discussion and decision at the meeting.

The current report is submitted for discussion. Administration is available to answer questions from Council.

Town of Calmar

Council Priority Report – Asset Management

Meeting:	Regular Council Meeting
Meeting Date:	Oct 16, 2023
Originated By:	Director Ed Melesko
Title:	Asset Management Update Report
Approved By:	CAO Losier
Agenda Item Number:	

COUNCIL PRIORITY – ASSET MANAGEMENT PLAN

At its July 10 meeting, Council discussed the various projects and initiatives identified throughout the strategic and master plans. Acknowledging that resources are limited, Council decided to identify 3 priorities for Administration. One of these is the Asset Management Plan.

The Asset Management Plan will serve as a tool to help future Administrations and Councils to make decisions about the use and care of infrastructure to deliver services in a way that considers current and future needs, manages risks and opportunities, and make the best use of resources.

ACTION PLAN:

- 1.) Meeting with RMF Oct. 12, 2023, to discuss their Asset Management Software Program. We are currently using RMF software for our GIS. Throughout the summer, Administration added fire hydrant information such as location, year installed, etc. We are in process of adding cc's to the GIS as well.
- 2.) We will be meeting with Silversmith data, another asset management software in October. This is the company which Warburg & Breton are going to use. We will be comparing service, compatibility with existing program, etc.
- 3.) Discussed amongst members if this is the proper time to invest in software, (Approx. \$15,000 - \$20,000), or would it be better to invest this money into data collection. Perhaps the town could be using students for a couple years, then purchase software and transfer the data we have collected. Further discussions discussion on the sequencing is required.

- 4.) I will be reviewing the AMP Policy which was created last year and reviewing the initial 3 year workplan. Also, Administration will be working to create the Asset Management Committee Bylaw. This should be completed within the next couple of months.

Next Steps

1. Decide if this is the time to purchase a Software or invest in data collection.
2. If purchasing Software is the next step, then we will determine which software is better suited for our needs, and budget accordingly. If data collection is selected, Administration will build a strategy to recruit human resources to help with data collection.

The current report is submitted for discussion. Administration is available to answer questions from Council.

Mayor Sean Carnahan
Council Report September 2023

In addition to regular council meetings, Special council meetings and various correspondence and administration duties

September 6th - Calmar Library Celebration - attended the Calmar Library 50th birthday celebrations. 50 years is a great achievement for any operation. Congratulations to all of the staff, volunteers and users of the Library. Calmar has a 1st rate library and offers a wide variety of knowledge based, informative and fun services to our community. Literacy and learning is for sure a bright focus of the Library

September 11th – Developer meeting- attend a meet and greet dinner meeting with council and a landowner to learn more about each other and to learn about their future develop plans within the Town of Calmar. The plans are lofty and will likely take some time to happen, but the town looks forward to working with them to help them towards their goals and aspirations.

September 13th – Leduc Regional Housing Foundation - Attended the Leduc Regional Housing Foundation Wine & Cheese evening at Plainview Manor in Leduc. The evening recognizes the hard work of the staff and provides an opportunity for the residents to have family, friends, board members, members of government present for an evening of socialization and entertainment. The residents are always happy to meet new faces and make new friends and the staff do a great job of the evening.

September 14th – Leduc Regional Housing Foundation – attended the Leduc Regional Housing Foundation finance committee meeting as an appointed board member. Financial results for the past 3 months) June, July and August were reviewed against budget and variances were explained. The foundations administers Government of Alberta housing, rent subsidy programs and of course Housing foundation owned properties. All financial statements were approved and recommendation to present to the board was approved.

September 21 – Leduc Regional Housing Foundation – attended the Leduc Regional Housing Foundation regular board meeting. At this meeting we passed the financial results of the operations for June/July/ August, The governance committee provided an update on the board assessment tool which is a government requirement to ensure the board is comprised of members with various knowledge and backgrounds to run an effective board. Received an update on the Gaetz Landing expansion project along with recognition of all provincial and federal (CMHC) funding being in place. The board then discussed how to present funding request to the respective foundation member communities based on their prior approvals. Development strategies were reviewed with the guidance of Derek Wiess to

review and provide guidance to the future strategies around housing needs in a growing demand market place. Waitlists for housing of variety of housing options were reviewed and it is apparent that housing bodies require more units as the waitlists never seem to end. Cloverleaf Manor in Warburg is also experiencing an increase in utilization as citizens in need of affordable housing have very little options available to them.

September 26th – AB Munis Presidents Dinner – attended the AB Munis presidents dinner with councillors Faulkner, McKeag Reber and Gardner. This event hosts board members, past serving members, life time achievement members and provincial dignitaries to celebrate the achievements of communities, staff and administrative staff. Calmar was honored to be selected for an environmental award for Town under 5000 for our work with the solar panel array on on the Mike Karbonik arena. Thank you to the past council and administration for making this award possible

September 27-29th – AB Munis Fall Conference – attended the annual fall conference in Edmonton. This event is a full event with breakout workshops geared to enhancing elected officials knowledge and understanding of municipal trends, issues, law and requirements to operating a healthy viable community. It also houses conversation with provincial ministers, both the leaders of provincial parties and an opportunity to network with councils and administration from communities of all sizes from all around the province. This year I attended the following sessions – **Overcoming Roadblocks to Economic Development and Strategic growth** – This session focused on the need to develop affordable housing how to possible achieve this, ensuring daycare and access to healthcare is available. **When it Rains it Pours: Water and Disaster Planning** – where focus was on how to ensure planning is completed for large rain events, how to develop future water management systems and how to be prepared for disaster events. **The Council-CAO Bargain** – focus was on how councils and CAO's need to set the stage for positive working relations, set expectations and level of service for each party and how to ensure communications stay open. Two keynote speakers Kendal Netmaker and Bean Gill presented two very unique outlooks on life, challenges and how they each overcame the curve balls presented in their life. Both were very passionate about their experiences and both presentations were great. Listened to a panel of speakers on Building Respectful Municipal-Indigenous Relations which included St.Paul, Okotoks, City of Edmonton and Chief Ermineskin Confederation of Treaty 6 First Nations of Alberta. The resolutions portion of this event provide resolutions put forward by member communities to guide AB Munisipalities in their future work with governments and items that are important to many if not all communities. There were many resolutions this year which could have been rolled into a few, but each held its own merit to stand on its own as a sperate resolution.

The event was as always a very informative event with great learning and networking opportunities.

Council Report

Don Faulkner

October 16, 2023

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

Sept. 5/23, Regular Council Meeting

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

Sept. 6/23, Library 59th Anniversary Celebration

- Attended the celebration and listened to the comments from the library manager, yellowhead, county, and town representatives.

Sept. 7/23, ERMB 15 Year Celebration

- Connected with some old friends and colleagues.
- Listened to the presentation by the EMRB and message from municipal affairs.

Sept. 13/23, Seniors Meeting

- Old Business: **Kitchen certification** will be done in October. L.E.D. lights have been installed. **Office** has been framed/drywalled and will be completed in October.
- New Business: **Bus use and/or bus sale to town**, they say they were waiting for a response from the town. They are currently trying to secure keys for the front door and mail. They were looking for volunteers for the community engagement (Sept. 21). Questions on **“community information”** to residents, regarding our information distribution moving from newspapers to on-line, local signage, postage, and chronicle (I spoke to this). They distributed the **club by-laws** for review, in preparation for the AGM.
- Reports: Bus committee as I stated before. **Maintenance** as said before, and in addition gas meter had been replaced and looking to replace front door. **Social committee** organizing Thanksgiving Pot Luk. **Financial:** Fund raising, Calmar Days hot dog sales \$300 profit and garage sale \$137.
- Next meeting and Pot Luk is on Oct. 11.

Sept. 15/23, Chambre Golf Tournament at Devon

- Shared a golf cart with Brandon Rutherford, former MLA for Leduc. He asked a lot of questions regarding Calmar; I got the sense that he's not done with politics and his interest may benefit us in the future.

Sept. 18/23, Regular Council Meeting

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

Sept. 20/23, Leduc & District Regional Waste Management Commission Meeting

- Manager's Report: **Strategic Plan Priorities** to be brought forward at the Oct. 25th meeting. **PDO project** dealing with deficiencies. **Goodwill pilot project** concludes in May 2024, feedback has been mostly positive. **Organics contamination** remains an issue, we are assessing pre-processing methods on-site. **Cell 5 construction** has begun. Gull program was completed and are waiting for final report. **Daily cover** has improved since the Director of Operations has been on site.
- Director's Report: **GFL staff** have been informed of the **end of contract, Environmental 360 Solutions Ltd.** intends to distribute letters to existing site staff to extend interview opportunities. **Tonnage** waste in area 2 is up, more than offsetting a slight drop in area 1, representing the highest year to date numbers since post covid stabilization. **Opportunities**, currently researching scale software for possible adoption in 2024. **Watch Outs**, upcoming transition of on-site contractors. **Site improvements** include a updating of signage. **Collaboration with other regions** is ongoing to make sure we are current with activities and best practices. **Soil inventory** will need to be heavily monitored as we near the end of the current contract. **Tipping fee**, I've heard of a slight increase coming. **PDO bin purchase** was posted Sept. 4th and closes on Sept. 15th. **Site inspections** have been conducted on the PDO and the Landfill Improvements have been noted, but deficiencies still exist.
- Financial Report: **Period ending June 30** the commission will be very close to budget. **Revenue** may be slightly under budget. **Project Reporting**, period ending June 30, Cell 5 construction has just begun. **Site Master Plan** will be carried into 2024. Draft budget will be brought forward to the Oct. 25th board meeting.
- Business Arising: **Public Education and Communications Strategy**, which includes a school presentation will be finalized and distributed to member municipalities, once finalized the presentation will be distributed. **Leduc Eco station** services Leduc, Beaumont, Leduc County and Calmar, Devon runs their own. **Public communication and education** in recent years has included organics contamination, PDO, creating a landfill brochure and recent engagement with municipal communication advisors to confirm available resources.
- New Business: **Operator Agreement**, Mike Pieters and Lee Harris provided a verbal update regarding the Operator Agreement, the transition and kick-off meeting. **End of Life Recyclables**, the board requested that Administration prepare public information regarding end-of-Life Recyclables, to be posted on Landfill website.
- Information Items: **EMRB Solid Waste Collaborative**, verbal update included information on attendance by staff at various workshops on behalf of the commission. Organics update, update on the AI organics contamination detection project.

- Professional Development: Alberta CARE Conference Debrief.
- Round Table: **Beaumont** reported on their organic's audits. **Leduc** reported that Glen Finstad is the Chair of the Alberta CARE Board. **Leduc County** commented that the Alberta CARE was a valuable educational opportunity. **Devon** commented on the tenting of their recycling centre. **I said** that I am still pressing for residential leaf and yard waste collection.

Sept. 21/23, Capital Region Southwest Water Service Commission Meeting

- Manager's Report: **Nisku Booster Station Land Acquisition and RFP**, construction is proceeding, this includes the tunneling under QEII, demolition of old booster station and other related activities. **EPCOR Amending Agreement**, as part of the EPCOR amending agreement, an amendment was signed for the Water Supply Agreement given the change in points of service. **EPCOR Secondary Supply Line to Beaumont**, in the spring of 2023, administration had Associated Engineering review and confirm the requirement timelines for the secondary City of Beaumont water supply line. **City of Beaumont Utility Master Plan**, administration received an inquiry from WSP regarding their supply connection and related information relating to their planned 2028 expansion. **EPCOR Looping**, on May 23rd, Leduc County forwarded a map received from EPCOR for proposed line routing along 41Ave., Associated Engineering confirmed that it is a benefit to the commission. **Leduc County Property Assessment and Tax Notice**, regarding Nisku Booster Station in the amount of \$0. **Leduc County Park Space Development** (Yardley Jones), administration directed the County to the Commission website for crossing/ground disturbance requirements. **City of Beaumont Developments**, administration made comment and/or had no concerns. Statistics Canada Job Vacancy Surveys, completed shortly after being received. **Calmar IDP**, the Commission reviewed, but had no comments. **City of Leduc Expropriation**, Administration has no concerns. **Village of Hay Lakes Reservoir Capacity** was reassessed and found to be sufficient. **Town of Calmar Truck Fill Station**, information/agreements were shared (full transparency) and left at that. **Town of Calmar Land Use Bylaws**, no concerns. CRSWSC Policies were provided, some concerns about formatting and review requirements, conversation led to a committee to review these. **Building Valuation & Loss Control Program**, visit was set up and completed, still waiting for the results. **EIA Reservoir 2**, EIA has agreed to cover the cost of an assessment, with the aim of mitigating risks associated with CRSWSC taking ownership of the asset. **Commission Facility Locates**, commission operators have completed 479 Utility Safety Partner locates in 2023 on Commission facilities, as compared to 241 at this time in 2022.
- Treasurer's Report: **2023 Financial Update**, after eight months of operations there should be approx. 67% of budget spent/earned, management expenses are under budget with 56% of the budget spent and operating expenses are on track for the with 68% of the budget spent. Water sales and purchases, water sales slightly over with 72%

of budget earned and water purchases slightly over with 74% of budget spent.

Reminder from the April Board meeting, as of July 1, the commission is purchasing water at \$0.90/m³ to utilize money in the balancing fund. Revenue Variances and Expenditure Variances, no unexplained abnormalities. **Capital Expenditures** are below budget with 11% of budget spent due to timing of capital projects.

Sept. 23/23, No Where to Run Event

- Cancelled.

Sept. 26-29/23, Alberta Munis Conference

- Sessions I attended: **Overcoming Roadblocks to Economic Development and Strategic Growth**, this session explored key challenges related to housing affordability, workforce attention/retraction and quality, affordable childcare. **Fight For Your Right Not to Party**, defending the local in local elections, the consensus is that we need to keep non-partisan politics on the municipal level. **Deciphering the Code for Council Behavior**, great presentation, (leading to our current review), reminding us of our minimum obligations to review every four years, but something we should do more often.
- Resolutions and their outcomes can be found on the AB Munis website.
- Networking and social events were worth our time.
- The trade show as always, full of good ideas and possibilities, for example Footbridge (StructureCraft) stimulated some thought regarding our future foot path along the creek. Dominion Precast has some great products, such as concrete tables, concrete memorial benches and concrete picnic tables.
- In summary, this event lends itself to growth as individual council members and it is as always, a great opportunity for bonding for our council and connections with our neighbours.

Sept. 30/23, Leaving for Water Commission Conference in Chicago

- Full report in next month's report.

Krista Gardner Councillor Report

September 2023

Sept 1st- Calmar Elementary School and Loganberry's Antiques News Interview

I attended the donation of a significant amount of school supplies to CES from Dawn Potter, Owner of Loganberry's Antiques and Curiosities. Global News was there to interview Dawn and CES Principal Bernadette Hawkins. As a parent of students at CES and Council member, I am grateful for the investment in our community and support for our families from Dawn.

Sept 5th- Regular Council Meeting

Sept 6th- Calmar Public Library's 50th Anniversary Celebration

I was pleased to attend the library's celebration and bring greetings on behalf of the Mayor and Council. I was happy to see many local area stakeholders and library users in attendance. Thank you to the library staff and Board for hosting. I hope the library continues to be a significant service in our community for many years to come.

Sept 11th- RMC Dinner

Sept 13th- Recreation Board Meeting

The rec board discussed input into the budget submission for 2024, upcoming events including Community Connections, sports programs through our joint use agreement and the Back-to-School movie. We also heard an update of usage, advertising and state of the ice surface at the arena.

Sept 16th- Back to School Movie

I attended the drive-in movie (as a pedestrian!) with my family. I was thrilled to see so many people in attendance! I heard lots of good feedback from parents and kids alike. I hope we do more of these types of events in our community. Shout out to our sponsors- Calmar Baptist Church and Jenn Kowalchuk, Re/Max Realty. Thank you for your support!

Sept 18th- Minister of Municipal Affairs' Municipal Excellence Awards Advisory Committee

Sept 18th- Regular Council Meeting

Sept 21st- Capital Region Southwest Water Services Commission Meeting

Sept 22nd- Alberta Municipalities Board Meeting

Sept 25th- Rural Municipalities of Alberta Pembina River District Meeting

Sept 26th- Elected Official's Education Program Course: Effective Meetings

This new edition to the EOEP lineup was fantastic! I actually think this course is a must-do for newly elected officials. Of particular interest to our Council were some tips and tricks on keeping meetings efficient and on topic! I'm looking forward to implementing some of Parliamentarian Todd Brand's suggestions.

Sept 26th- Alberta Municipalities President's Dinner for Municipal Awards

Mayor Carnahan, Councillors McKeag-Reber, Faulkner and I attended the President's Dinner to accept the Town of Calmar's award for Municipal Environmental Award for populations under 2500. The Town won this for our solar arena project.

Sept 27-29th- Alberta Municipalities Annual Convention

This year's convention was chock full of excellent information, educational seminars and networking. I attended sessions on Net-Zero Infrastructure, Code of Conduct updates, Municipal Indigenous Relations and moderated a panel on keeping party politics out of municipal elections. I also participated in a number of events for members of the ABmunis Board. I am pleased to announce that I won my election for Vice-President Towns on the ABmunis board and am thrilled to continue to represent Calmar, towns in our area and now all Towns in Alberta at the ABmunis Board. Thank you to Mayor Carnahan and Councillors Faulkner and McKeag-Reber for their tireless support and encouragement!

Aug 9th & 10th- Maskekoshk Treaty Partners Educational Gathering

I attended a two-day session at Enoch Pow Wow Grounds hosted by Maskekoshk Treaty House that provided education around what it means to be treaty people for both settlers and indigenous communities. The sessions included ceremonies, cultural learning and education sessions from speakers. Thank you for the opportunity to learn.

Aug 12th- Community Tour with the "Munici-PALS"

The "Munici-PALS" conducted a tour across Alberta in an electric car to demonstrate the ease of a road trip in an electric vehicle and to highlight communities of all sizes. Calmar was thrilled to be chosen and I enjoyed the opportunity to show off our Town. Keep an eye out for social media posts and promotional materials from the "Munici-PALS" talking about their time in Calmar!

Aug 15th- Special Meeting of Council

Aug 18th – ABmunis & RMA Joint Board Meeting

Aug 19th – Calmar Days

After a rocky (rainy) start to the Calmar Days weekend, I was thrilled to see the weather clear up for Saturday! I joined the Rec Board in serving pancakes at the arena. What a well-run

(and well attended!) breakfast! The ladies at the pancake station had it on lock! After the pancake breakfast, I headed over to the Elementary School to judge the contestants for best parade entry. Shout out to our grand prize winner- Calmar Art Society! Council then handed out candy along the parade route. I love walking in the parade- it is one of my highlights for the year! After the parade, I enjoyed the Mega Market and Family Fun Zone with my family! I look forward to seeing how we can make Calmar Days bigger and better in the future. Lastly, I volunteered at the Cabaret Dance from 8 pm until 3 in the morning, selling tickets and serving drinks. This initiative was organized by a local community member as a fundraiser for recreation initiatives and I am so happy it was a resounding success. Thank you to Jaiden Energy for organizing everything and thank you to all the volunteers for the weekend! We can't do it without you!

Aug 21st- Regular Meeting of Council

Aug 23rd- Treaty 6 Day Celebration

Councillor McKeag-Reber and I attended the Town of Devon's Treaty 6 Day Celebration. We participated in a pipe ceremony and listened to a speaker talk about the significance of Treaty 6. Thank you to Devon for hosting this event and allowing us to participate.

Aug 23rd- Aug 25th- ABmunis & AMSC Joint Strategic Planning Retreat

Council Report September 2023

Councillor Jaime McKeag Reber

September 5th - Regular Meeting of Council – Please see meeting minutes

September 6th - Library 50th Anniversary – Thank you and Congratulations to the Town of Calmar Library on their celebration of 50 years. It was well attended by Calmar and the County with delicious cake and residents of all ages. I was grateful to attend with both my children.

September 13th - Recreation Board Meeting- Another great meeting with the rec board! This meeting was largely centered around debriefing Calmar Days. Most of the feedback with quite positive but we always strive to improve where we can. One area is improving our counting of participants at the pancake breakfast.. whether it was 600 or 800 or more the team did an awesome job and kept the flow going. I'm biased as one of the main pancake flippers.

We also spent quite a bit of time discussing fees for next year and drawing attention to non-local and local fees around the arena and how we can improve the numbers. I always appreciate the feedback we get from our volunteers and looking forward to our continued progress towards cost recovery and healthier spending practices of tax dollars in the rec department.

Preliminary discussions have begun for Christmas in the Park and First night. Two events that were especially well attended last year and we look forward to bringing those incredible events back again this year. Volunteers will be appreciated. Check in with Rec Coordinator Miller on where you can help.

September 18th - Regular Meeting of Council- Please see meeting minutes

September 24th - Communities in Bloom – CIB had an incredible season this year with an overwhelming support from the business community (Thank you Ec Dev Officer McIntosh for your help) this meeting we discussed strategies on how to improve for next year and started initial ideas for Communities in Bloom's annual report that will be given to Council on October 16th. I am really proud of the work this passionate team of volunteers have done and have shared with them Councillor Faulkner's interest in Urban Forestry. On behalf of CIB, they have expressed their wishes to purchase and plant trees more trees along trail sites much like the section on 52nd street. I won't spoil their update but I look forward to seeing what this committee does next year.

September 26th Presidents Dinner – On behalf of Calmar, along with Mayor Carnahan, Councillor Gardner and Councillor Faulkner we received the **Municipal Environmental Award 2023**. Thank you to previous councils/administrators for their hard work to make the arena and solar project something to be proud of.

The evening was really wonderful with a lovely chance to network and bounce ideas off fellow elected officials and the CFO of AB Munis. I found myself largely in the company of the AB Munis board and it was really great to hear of the work they are doing.

September 27th-29th- Alberta Municipalities Conference

This year was probably the best year for AB Munis in my opinion. I found it difficult to decide which education seminar I wanted to attend as I found most of them to be relevant to Towns of our size.

I had the luxury of attending three seminars throughout the weekend. **Help Wanted: Staffing and the Future of Small Communities, Fight for your Right Not to Party: Defending the LOCAL in Local elections and Deciphering the Code of Council Behaviour.** I found interesting and applicable information in all three of these of Sessions on how I feel I can improve as an Elected official and prepare for the future of municipal politics. Special shout out to Councillor Gardner for leading the Fight for Your Right NOT to Party. She did an excellent job hosting her seminar.

We had the privilege of hearing from both Kendall Netmaker and Bean Gill who both shared two incredibly different stories of overcoming hardships and tragedy and ways we can be better allies to both our indigenous partners and the Higher Needs community. My biggest take-away from hearing from both speakers is that conversation is always better than assuming or avoiding and it is important to keep conversations going.

This years round of Resolutions seemed to be less controversial than other years with lots of Resolutions that seemed to overlap but were still relevant to stand on their own. The Housing crisis in Alberta for many communities is quite dire and they are in need of support in various different ways. AB Munis Board has put a resolution forward to lobby to the government for a more responsible LGFF Contribution. Currently the pot is too low and every summer village to city over 500,000 will feel the consequences in the lack of funding currently being proposed by the Provincial Government.

As usual, it was interesting to hear from both the Leader of the Opposition Rachel Notley and our Premier Danielle Smith. Both had interesting things to say and took questions from the crowd of Elected Officials. I was actually impressed with P. Danielle Smiths understanding of many issues that were presented to her and her ability to speak to them.. whether it was what that person wanted to hear or not for only being in her position for a short period of time.

The Bears Den (I am not sure I got that right) was well attended by close to, if not over, a dozen Ministers. There is never enough time to get to everyones questions but I was impressed with the variety of questions asked and to hear of the same and different concerns our neighboring communities have.

All in all, it was a great conference that left me inspired and feeling even more ready for budget season this year. I went into our networking sessions with clear direction: help our

Councillor Krista Gardner campaign for her next level of Leadership on the AB Munis board as the **Vice President of Towns** and to inquire to other E/O's of our size or just bigger about process they use to be an efficient and effective Council. This inspired a lot of really great conversations and food for thought in how we can improve as a team.

Thank you Mayor Carnahan, Councillor Gardner and Councillor Faulkner for another great year of team building and campaigning. **CONGRATULATIONS TO COUNCILLOR GARDNER FOR YOUR MUCH DESERVED WIN.** You continue to elevate Calmar's reputation, keep us in the know, and fight for Towns like ours for a brighter future.

Carey Benson Councilor Report September 2023

Sept 5th Regular Meeting of Council

- Please review the agenda and minutes on The Town of Calmar website for more information

Sept 11th Dinner Meeting with RMC

- Wonderful evening with the representatives from RMC (Rolling Mix Concrete). We had informal chat about ourselves and them. We also let them know that we are excited for the future of RMC and the Town of Calmar and look forward to their success.

Sept 18th Regular Meeting of Council

- Please review the agenda and minutes on The Town of Calmar website for more information

Sept 20th FCSS Advisory Committee Meeting

I attended the committee meeting and the team at FCSS had lots of really great information. Some of the topics we discussed were:

- Business Plan- Leduc County FCSS will have workshops across the region they will focus on healthy relationships for adults, youth, and seniors. More information can be found at: leduc-county.com/community-family
- Seniors assisted transportation subsidy will be evaluated as time goes by to see if it's been successful. The county will be looking for funding from municipalities located within the county who have residents that take advantage of this program. Individuals and businesses can also donate to this program. This program is provided in partnership with Drive Happiness. They can be reached either by phone (780-424-5438) or online at drivehappines.ca.

Sept 26th Library Board Meeting

- At this board meeting we went over the draft code of conduct for users of the library. It's great to see this document being put forward for how the library to have rules on having a safe and welcoming space for everyone's enjoyment.
- We received two letters from board members. One was asking for another term on the library board, and one was for a resignation from the board, as this member has served on the board for quite some time.
- A Device Replacement report was presented during the meeting. Looks like two computers are scheduled for replacement as they are over 10 years old. As well as a public print from 2008.

RECEIVED

OCT 05 2023

TOWN OF CALMAR - INT. AB

To: Mayor Sean Carnahan
Town of Calmar

From: President Bob McKerracher
RCL Branch #266 Calmar Ab
PO Box 574
TOC 0V0

You and your family are cordially invited to our Remembrance Day Ceremonies to be held at the Legion Hall on 11 November 2023. Would you please be seated by 10:45. You would be expected to lay a wreath in honour of all those from Calmar and area who lost their lives in the line of duty. The wreath will be supplied by the Branch. Due to the number and age of our participants, we hold our ceremonies inside the hall.

There will be a light lunch after the ceremonies are concluded, please stay and enjoy the meal and the camaraderie.

If you should find yourself unable to attend, please have a member of your Town Council attend in your place. The Poppy campaign will begin as usual on the last Friday of October and so the Branch would like an opportunity to pin the first poppy on you prior to this date in order to get it into the local newspapers. The morning of 27 Oct would be suitable. Time will be at your discretion. Please call me to confirm (780 993-1309).

Thank you

Bob McKerracher
President
RCL Branch #266 Calmar