



VILLAGE OF WARNER

BOX 88, WARNER, ALBERTA, T0K 2L0
PHONE 642-3877 FAX 642-2011

AGENDA FOR THE REGULAR AND CLOSED MEETING OF THE COUNCIL OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA, TO BE HELD IN THE COUNCIL CHAMBERS AT THE WARNER MUNICIPAL OFFICE, WEDNESDAY – December 21, 2022 AT 5:30 P.M.

1. CALL TO ORDER

2. DELEGATIONS

- A) Chinook Arch Regional Library
- B) Glen Motz, MP, Medicine Hat-Cardston-Warner

3. AGENDA

- A) Items added or deleted
- B) Adoption of the Agenda

4. REPORTS/FINANCIALS

- A) Approval of the November 16, 2022 Regular Council meeting minutes
- B) Municipal Enforcement Report
- C) Chief Administrative Officer Report
 - C.1) Water Reports
- D) Financial Report
- E) Committee Reports

5. ITEMS ARISING FROM THE MINUTES & CORRESPONDENCE

- A) Correspondence

6. ACTION ITEMS/COUNCIL DECISION

- A) Lot 2, Block 23, Plan 2565U Encroachment
- B) Chinook Arch Regional Library Levy
- C) Mitacs Grant Application
- D) 2023 Interim Operating Budget
- E) Auditor Appointment
- F) Assessor Appointment
- G) Alberta Community Partnership Support Letter

7. BYLAW/AGREEMENTS / POLICY REVIEW

- A) Policy 201: Signing Authority
- B) Bylaw 496-05: Property Tax Penalties
- C) Bylaw 523-19: Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure
- D) Bylaw 605-21: Property Tax Incentive
- E) Bylaw 609-22: Repealing

8. CLOSED MEETING

Section 17: Disclosure harmful to personal privacy

9. NEXT REGULAR COUNCIL MEETING

Wednesday – January 18, 2023, at 5:30 p.m.

10. ADJOURNMENT



Request for Decision Chinook Arch Regional Library Delegation

RECOMMENDATION

That Council thank Mr. Hepher, CEO and accept the presentation for the Chinook Arch Regional Library, as information.

LEGISLATIVE AUTHORITY

Procedural Bylaw 561-14

BACKGROUND

Mr. Robin Hepher, CEO of Chinook Arch Regional Library System will be in attendance to provide an overview and update on Chinook Arch Regional Library.

RISKS/CONSEQUENCES

1. Council would need to be specific in an amendment to the proposed recommendation.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None



Request for Decision Delegation: Mr. Glen Motz, MP

RECOMMENDATION

That Council thank Mr. Motz for his attendance and accept the federal update, as information.

LEGISLATIVE AUTHORITY

Procedural Bylaw 561-14

BACKGROUND

Mr. Glen Motz, MP for Medicine Hat-Carston-Warner, will be in attendance to provide an overview and update on happenings in the federal government.

RISKS/CONSEQUENCES

1. Council would need to be specific in an amendment to the proposed recommendation.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None



Request for Decision Adoption of Minutes

RECOMMENDATION

That the minutes for the November 16, 2022 regular council meeting be accepted as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)
Bylaw 561-18 Procedural Bylaw

BACKGROUND

As per the MGA and the Village's Procedural Bylaw, minutes are to be recorded and given to council for adoption at a subsequent council meeting.

RISKS/CONSEQUENCES

1. By not approving the previous meetings minutes, Council would then not approve the decisions they made, as recorded and no motion would be actioned by administration.
2. The minutes of the Council meetings can be adopted as amended; Council would need to be specific in an amendment to the recording of the previous meetings minutes.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Prior to Adoption: November 16, 2022, regular council meeting minutes

Prior to Adoption

Minutes of the Village of Warner Regular and Closed Council meeting held on Wednesday, November 16, 2022, at 5:30 p.m. in the Council Chambers, in the Warner Municipal Office, at 210-3rd Avenue, Warner, Alberta.

Present – Elected Officials

Mayor Tyler Lindsay, Councillor Don Toovey, and Councillor Derek Baron

Absent – Elected Officials

Deputy Mayor Marty Kirby

Present – Administration

Kim Owen, Director of Corporate Services

Kelly Lloyd, Chief Administrative Officer (via telephone)

1. CALL TO ORDER

Mayor Lindsay called the meeting to order at 5:30 p.m.

2. DELEGATIONS

A) South Grow

Mr. Peter Casurella, Executive Director through Zoom, gave an overview of SouthGrow's solar proposal as provided for in the agenda package.

Mayor Lindsay thanked Mr. Casurella for his presentation.

B) Chinook Arch Regional Library Rescheduled to due weather.

3. AGENDA

A) Items added or deleted

6D) SouthGrow Solar Project

6E) Library Part Time Janitorial Services

B) Adoption of the Agenda

Moved by Councillor Toovey, seconded by Councillor Baron, "that the November 16, 2022, regular council meeting agenda be accepted as amended."

Motion Carried 183-22

4. REPORTS/FINANCIALS

A) Approval of October 19, 2022, Regular Council Meeting minutes

Moved by Councillor Baron, seconded by Councillor Toovey, "that the minutes for the October 19, 2022, regular council meeting be accepted as presented."

Motion Carried 184-22

B) Approval of October 19, 2022, Organizational Meeting Minutes

Moved by Councillor Toovey, seconded by Councillor Baron, "that the minutes from the October 19, 2022 organizational meeting be accepted as presented."

Motion Carried 185-22

C) RCMP Report

Moved by Councillor Baron, seconded by Councillor Toovey, "that the RCMP report for the period ending September 30, 2022, be accepted as information."

Motion Carried 186-22

D) Municipal Enforcement Report

Moved by Councillor Toovey, seconded by Councillor Baron, "that the Municipal Enforcement report for the period ending October 31, 2022, be accepted as information."

Motion Carried 187-22

E) Chief Administrative Officer Report

Moved by Councillor Baron, seconded by Councillor Toovey, "that the Chief Administrative Officer report for the period ending October 31, 2022, be accepted as information."

Motion Carried 188-22

F) Financial Report

Moved by Councillor Toovey, seconded by Councillor Baron, "that the Financial Report for the period ending October 31, 2022, be accepted as information."

Motion Carried 189-22

G) Committee Reports

Councillor Toovey reported on Ridge Country Housing and the Heritage Handi-Bus.

Mayor Lindsay reported on the Chief Mountain Regional Solid Waste Services.

Councillor Baron reported on the Milk River Health Professionals Attraction and Retention Committee.

Moved by Councillor Baron, seconded by Councillor Toovey, "that the committee reports for the period ending November 16, 2022, be accepted as information."

Motion Carried 190-22

5. ITEMS ARISING FROM THE MINUTES & CORRESPONDENCE

A) Correspondence

Moved by Councillor Toovey, seconded by Councillor Baron, "that the correspondence for the period ending November 16, 2022, be accepted as information."

Motion Carried 191-22

6. ACTION ITEMS/COUNCIL DECISION

A) Lot 2, Block 23, Plan 2565U Encroachment

Moved by Mayor Lindsay, seconded by Councillor Baron, "to table the item of Lot 2, Block 23, Plan 2565U Encroachment to the December regular council meeting, and further, to determine the property owner's wishes for this property."

Motion Carried 192-22

B) RCL Poppy Fund Donation Request

Moved by Councillor Baron, seconded by Councillor Toovey, "that Council donate \$250.00 to the RCL Poppy Fund."

Motion Carried 193-22

C) Chinook Arch Regional Library Levy

Moved by Councillor Toovey, seconded by Councillor Baron, "that Council table the Chinook Arch Regional Library Levy to the December regular council meeting."

Motion Carried 194-22

D) SouthGrow Solar Project

Moved by Mayor Lindsay, seconded by Councillor Baron, "that Council conditionally approve the installation of the solar site presented by the SouthGrow Regional Initiative and provide them with a letter of support for the same, with those conditions being:

1. Successful negotiation of lease rates and taxation.
2. An enumeration of the quantifiable benefits for the village stemming from the above.
3. Future right of refusal for the village to access preferential power rates from SouthGrow subject to the contractual obligations of SouthGrow's power purchasing agreements.
4. Satisfaction of council that the project is being developed with respect to all applicable regulations, to the highest standards, and with respect to minimal environmental impact.
5. That SouthGrow will operate and maintain the site for the life of the project, in a good state of repair and grooming.
6. That SouthGrow will properly ensure the site and hold harmless the Village from any liabilities.
7. That SouthGrow will attend and present at any public meetings of the community and will present on the project at those meetings.
8. Confirmation as to which party is responsible for determining and following through with any environmental requirements.
9. Future final approval of the project by Village Council.

Motion Carried 195-22

Moved by Councillor Toovey, seconded by Councillor Baron, "that Council direct administration to prepare a power/solar report for 2022, in order to determine the return on investment."

Motion Carried 196-22

6E) Library Part Time Janitorial Services

Moved by Councillor Toovey, seconded by Councillor Baron, "that Council approve the hiring of a part time janitorial position for the Warner Memorial Library."

Motion Carried 197-22

7. BYLAW/AGREEMENTS / POLICY REVIEW

A) Policy 101 Policy and Procedure Development

Moved by Mayor Lindsay, seconded by Councillor Toovey, "that Council approve Policy 101: Policy and Procedure Development as presented."

Motion Carried 198-22

B) Bylaw 607-21 Road Closure

Moved by Councillor Toovey, seconded by Councillor Baron, "that second reading be given to the Road Closure Bylaw 607-21."

Motion Carried 199-22

Moved by Councillor Baron, seconded by Councillor Toovey, "that third and final reading be given to the Road Closure Bylaw 607-21."

Motion Carried 200-22

C) County of Warner Proposed Land Use Bylaw Amendment

Moved by Councillor Toovey, seconded by Councillor Baron, "that Council direct administration to submit a response to the County of Warner informing them that Council does not have concerns regarding the proposed Bylaw 982-22 amendment to the County's Land Use Bylaw 930-17."

Motion Carried 201-22

8. CLOSED MEETING

Moved by Mayor Lindsay, "that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act at 6:52 p.m., to discuss matters exempt from disclosure under FOIP Section 16: Disclosure harmful to business interests of a third party and FOIP Section 17: Disclosure harmful to personal privacy, with CAO Lloyd and Director Owen to remain in attendance."

Motion Carried 202-22

Moved by Councillor Toovey, "that the meeting reconvene to the regular Council meeting at 7:02 p.m."

Motion Carried 203-22

9. NEXT REGULAR COUNCIL MEETING

Wednesday, December 21, 2022, at 5:30 p.m.

10. ADJOURNMENT

Moved by Councillor Toovey, seconded by Councillor Baron, "that the regular council meeting for November 16, 2022, adjourn at 7:02 p.m."

Motion Carried

Tyler Lindsay
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the XXX day of XXXX 2022.



Request for Decision Municipal Enforcement Report

RECOMMENDATION

That the Municipal Enforcement report for the period ending November 30, 2022, be accepted as information.

LEGISLATIVE AUTHORITY

Peace Officer Act

Various municipal bylaws

BACKGROUND

The Village of Warner joined the Ridge Regional Public Safety Services Commission in 2019. The Commission serves the municipalities of Coutts, Magrath, Milk River, Raymond, Stirling, Warner and County of Warner.

The Village Council receives a monthly report, to provide information on the number and types of incidents that violate municipal bylaws.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

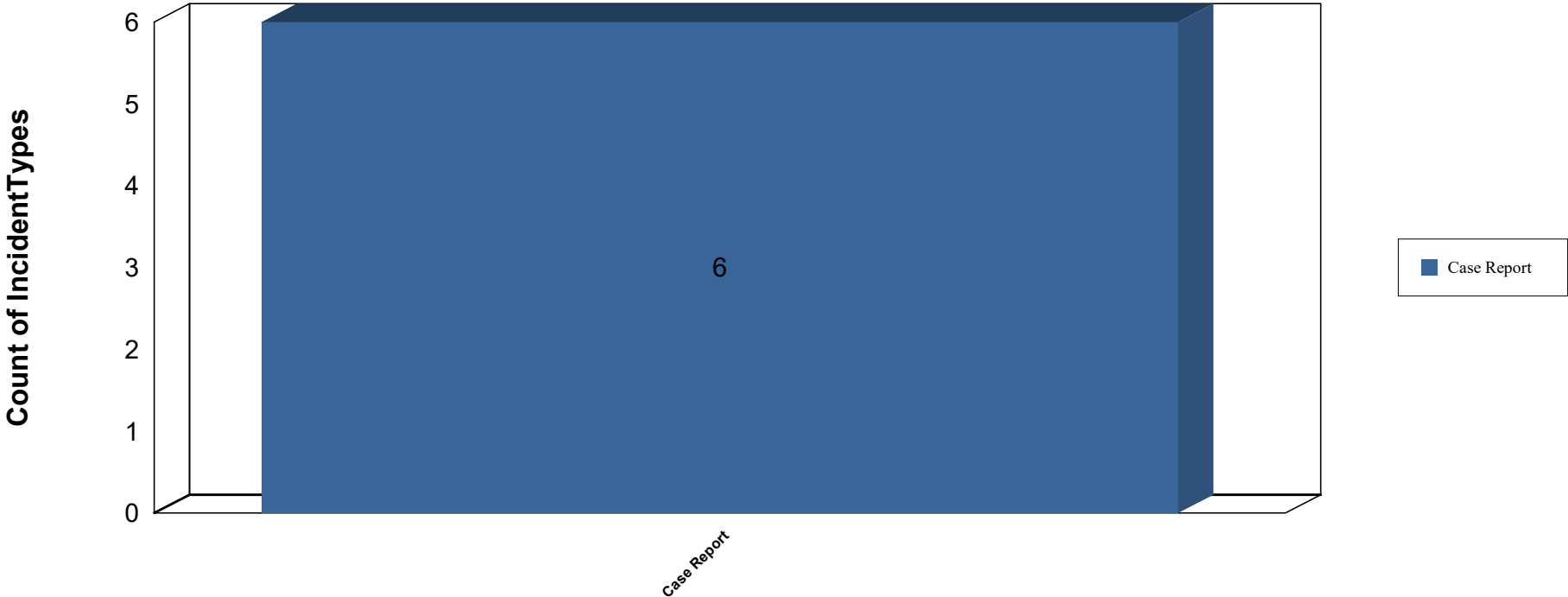
ATTACHMENTS

1. Municipal Enforcement Report

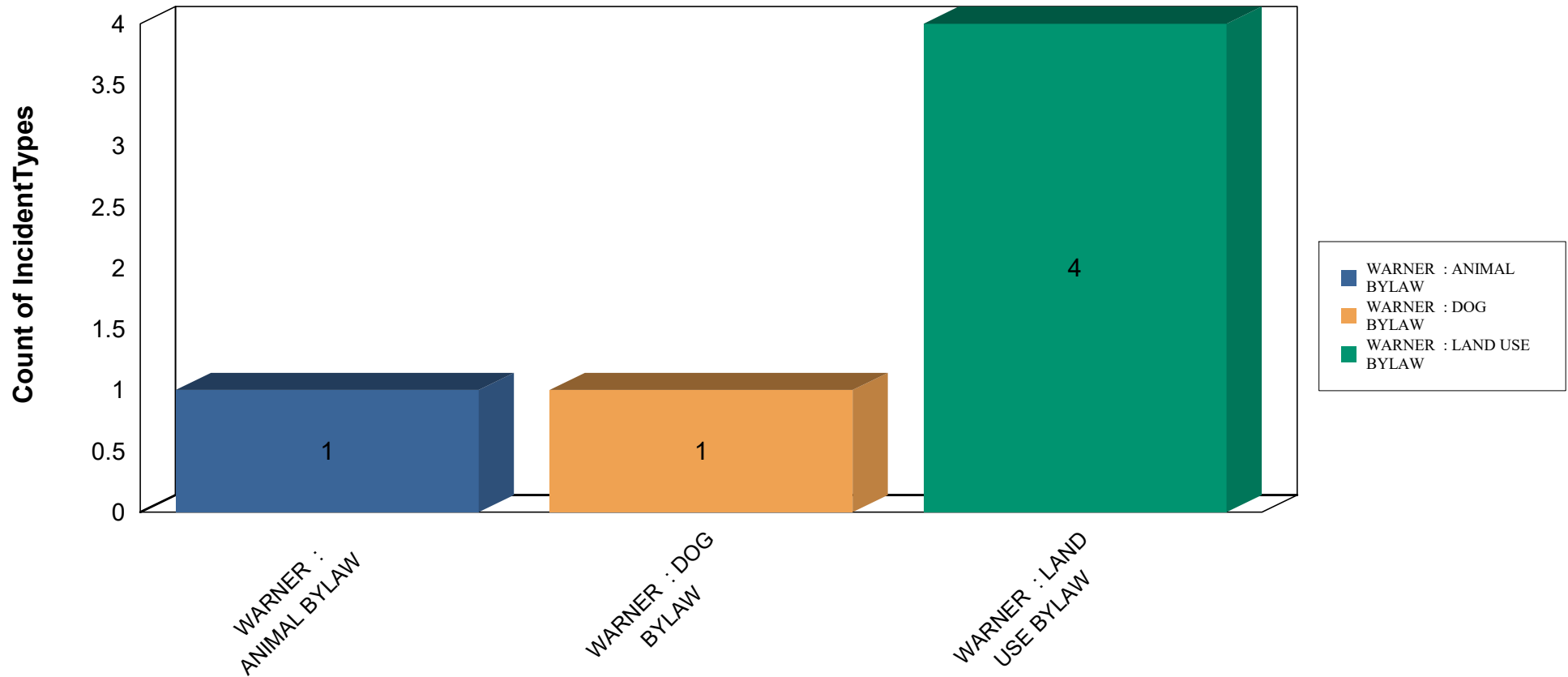
Municipal Enforcement

Statistics from: 11/1/2022 12:00:00AM to 11/30/2022 11:59:00PM

Count of Reports Completed



Count of Incident Types



16.67% # of Reports: 1 Case Report WARNER : ANIMAL BYLAW

16.67% # of Reports: 1 Case Report WARNER : DOG BYLAW

66.67% # of Reports: 4 Case Report WARNER : LAND USE BYLAW

Grand Total: 100.00% Total # of Incident Types Reported: 6 Total # of Reports: 6

Grand Total: 100.00% Total # of Incident Types Reported: 6



Request for Decision Chief Administrative Officer Report

RECOMMENDATION

That the Chief Administrative Officer report for the period ending November 30, 2022, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a monthly basis, the Chief Administrative Officer provides Council with an update on administrative items.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

8806066, Warner Waterworks System

Box 88

Warner, AB T0K2L0
4036423877

Environmental Public Health, Raymond -ER4

c/o Lethbridge Environmental Public Health
801 - 1st Avenue South (403)388-6689
Lethbridge, AB T1J 4L5

Accession #: WC-22-0065720
AESRD Approval #: 0323162
EI #:
Provlab Study #:

Environmental Microbiology

Collected Date	2022-11-14	
Collected Time	10:30:00	
Procedure		Units
Total Coliforms by Enzyme Substrate	ABSENT ^{In1}	per 100mL
E coli by Enzyme Substrate	ABSENT	per 100mL
-----	-----	
Drinking Water Sample Category	Treated Public	
Received Date and Time	2022-11-15 0940	
Analyzed Date	15-NOV-2022	
ID Number	2126909	
Sample Collected By	Jason Robertson	
Collected By Phone Number	403-642-7482	
Sample Collection Site.	See Below ^{T1}	

Textual Results

T1: 2022-11-14 10:30 (Sample Collection Site.)
108 3rd AVE Bathroom Tap

Interpretive Data

In1: Total Coliforms by Enzyme Substrate
Total Coliforms and E coli testing performed by Enzyme Substrate Method -
Presence/Absence.

LEGEND: @=Faxed #=Corrected H=High T=Textual Result
R=Result Comment O=Order Comment In=Interpretive Data

Cc:

Information on this report related only to this sample

For further information contact the Environmental Public Health Agency

Report Request ID: 333682127

Print Date/Time: 2022-11-16 14:16

XR Env: ER4 - Provider - Permanent

8806066, Warner Waterworks System

Box 88

Warner, AB T0K2L0
4036423877

Environmental Public Health, Raymond -ER4

c/o Lethbridge Environmental Public Health
801 - 1st Avenue South (403)388-6689
Lethbridge, AB T1J 4L5

Accession #: WC-22-0067261
AESRD Approval #: 0323162
EI #:
Provlab Study #:

Environmental Microbiology

Collected Date Collected Time	2022-11-21 10:30:00	
Procedure		Units
Total Coliforms by Enzyme Substrate	ABSENT ^{In1 O1}	per 100mL
E coli by Enzyme Substrate	ABSENT ^{O1}	per 100mL
-----	----- ^{O1}	
Drinking Water Sample Category	Not Provided ^{O1}	
Received Date and Time	2022-11-22 0929 ^{O1}	
Analyzed Date	22-NOV-2022 ^{O1}	
ID Number	2217778 ^{O1}	
Sample Collected By	Jason Robertson ^{O1}	
Collected By Phone Number	403-642-7482 ^{O1}	
Sample Collection Site.	See Below ^{T1 O1}	

Textual Results

T1: 2022-11-21 10:30 (Sample Collection Site.)
508 4th Ave - Bathroom Tap

Interpretive Data

In1: Total Coliforms by Enzyme Substrate
Total Coliforms and E coli testing performed by Enzyme Substrate Method -
Presence/Absence.

Order Comments

O1: Drinking Water
Sample Type NOT PROVIDED. Sample processed according to the Collection Site and Access Number provided.

LEGEND: @=Faxed #=Corrected H=High T=Textual Result
R=Result Comment O=Order Comment In=Interpretive Data

Cc:

Information on this report related only to this sample

For further information contact the Environmental Public Health Agency

Report Request ID: 334370486

Print Date/Time: 2022-11-23 14:17

XR Env: ER4 - Provider - Permanent



Request for Decision Financial Report

RECOMMENDATION

That the Financial Report for the period ending November 30, 2022, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

The year to date operating budget is presented to council.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. 2022 Operating Budget Year to Date

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022
		ACTUAL	ACTUAL	INTERIM BUDGET	YTD	BUDGET	Budget vs.
					30-Nov-22		2021 Budget
Tax Requirement Summary							
0	General Government Services	(605,396)	(496,586)	(454,253)	(502,771)	(462,338)	34,248
11	Council	13,143	8,971	26,950	29,682	29,200	20,229
12	Finance / Administration	254,362	214,478	257,850	660,840	165,006	(49,472)
23	Fire Services	53,305	39,974	7,875	(10,431)	48,230	8,256
26	Municipal Enforcement	17,836	26,120	19,830	24,812	24,824	(1,296)
32	Roads	243,301	216,495	124,050	158,663	126,230	(90,265)
33	Airport	11,730	10,530	1,700	(8,004)	(4,200)	(14,730)
41	Water	14,958	22,965	(71,053)	168,452	32,000	9,035
42	Wastewater	32,326	54,953	(19,552)	(24,628)	(500)	(55,453)
43	Solid Waste	(6,686)	(3,758)	5,750	869	1,630	5,388
61	Planning & Development	24,618	13,249	8,750	17,384	(400)	(13,649)
72	Recreation Administration	(16,726)	(46,303)	(9,600)	5,193	(12,600)	33,703
74	Civic Centre	69,874	74,181	73,190	36,614	52,918	(21,263)
	Operating (Surplus) Deficit	106,643	135,270	(28,513)	556,675	0	(135,270)
	General Government Services	(684,954)	(578,937)	(534,498)	(565,704)	(545,519)	33,418
	Council	-	-	-	-	-	-
	Finance	(36,807)	(184,381)	(60,700)	(97,316)	(141,714)	42,667
	Fire Services	(30,759)	(84,747)	(16,500)	(65,179)	(18,000)	66,747
	Municipal Enforcement	(1,875)	(1,379)	(3,000)	(5,612)	(2,500)	(1,121)
	Roads	(3,432)	(5,372)	(50,200)	(7,098)	(31,300)	(25,928)
	Airport	(5,500)	(6,700)	(1,200)	(8,383)	(8,700)	(2,000)
	Water	(177,698)	(202,512)	(271,778)	(224,502)	(201,200)	1,312
	Wastewater	(26,695)	(39,796)	(26,100)	(25,108)	(32,500)	7,296
	Solid Waste	(50,874)	(52,450)	(47,800)	(43,385)	(52,580)	(131)
	Planning & Development	(193)	(2,219)	(13,000)	(190)	(14,500)	(12,281)
	Recreation Administration	(41,460)	(50,924)	(9,600)	-	(15,000)	35,924
	Sportsplex	(15,740)	(26,681)	(43,110)	(37,622)	(58,150)	(31,469)
	Total Revenues	(1,075,986)	(1,236,097)	(1,077,486)	(1,080,098)	(1,121,663)	114,434
	General Government Services	79,557	82,351	80,245	62,934	83,181	2,936
	Council	13,143	8,971	26,950	29,682	29,200	2,250
	Finance	291,170	398,860	318,550	758,156	306,720	(11,830)
	Fire Services	84,064	124,720	24,375	54,748	66,230	41,855
	Municipal Enforcement	19,711	27,500	22,830	30,424	27,324	4,494
	Roads	246,732	221,867	174,250	165,761	157,530	(16,720)
	Airport	17,230	17,230	2,900	379	4,500	1,600
	Water	192,656	225,478	200,725	392,954	233,200	32,475
	Wastewater	59,021	94,748	6,548	479	32,000	25,452
	Solid Waste	44,188	48,691	53,550	44,254	54,210	660
	Planning & Development	24,811	15,468	21,750	17,574	14,100	(7,650)
	Recreation Administration	24,734	4,621	-	5,193	2,400	2,400
	Sportsplex	85,614	100,862	116,300	74,235	111,068	(5,232)
	Total Expenditures	1,182,629	1,371,366	1,048,973	1,636,773	1,121,663	72,690

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
GENERAL GOVERNMENT REVENUE							
1-00-00-00-00-110	REAL PROPERTY TAX	(414,927)	(407,026)	(398,236)	(410,645)	(396,388)	10,638
1-00-00-00-00-111	PROPERTY TAXES FROM SHARED AGREEMENTS	-	-	7,500	-	-	-
1-00-00-00-00-115	REQUISITION - ASFF	(68,605)	(70,571)	(70,600)	(74,778)	(74,778)	(4,207)
1-00-00-00-00-116	REQUISITION - SENIORS	(9,326)	(9,653)	(9,645)	(8,404)	(8,404)	1,249
1-00-00-00-00-121	LINEAR PROPERTY TAX	(28)	(32)	-	(33)	(32)	(0)
1-00-00-00-00-250	LAND RENTAL REVENUE	(8,056)	(13,681)	(4,800)	(19,960)	(7,200)	6,481
1-00-00-00-00-510	PENALTIES ON TAXES	(20,899)	(23,757)	(6,500)	332	(6,500)	17,257
1-00-00-00-00-745	GRANTS - MSI OPERATING	(51,842)	(52,217)	(52,217)	(52,217)	(52,217)	-
1-00-00-00-00-755	GRANTS - PROVINCIAL	(42,770)	(2,000)	-	-	-	2,000
1-00-00-00-00-756	GRANTS - MSP	(50,000)	-	-	-	-	-
1-00-00-00-00-765	GRANTS - SOLAR REBATES	(18,500)	-	-	-	-	-
	TRANSFER FROM RESERVES	-	-	-	-	-	-
	TOTAL REVENUE	(684,954)	(578,937)	(534,498)	(565,704)	(545,519)	33,418
GENERAL GOVERNMENT EXPENSES							
2-00-00-00-00-270	ALBERTA SCHOOL FOUNDATION FUND	70,159	72,706	70,600	54,529	74,777	2,071
2-00-00-00-00-271	SENIORS HOUSING	9,398	9,644	9,645	8,404	8,404	(1,240)
	TRANSFER TO RESERVES	-	-	-	-	-	-
	TOTAL EXPENSES	79,557	82,351	80,245	62,934	83,181	830
	NET	(605,396)	(496,586)	(454,253)	(502,771)	(462,338)	34,248

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
COUNCIL REVENUE							
	PROVINCIAL GRANT	-	-	-	-	-	-
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TOTAL REVENUE	-	-	-	-	-	-
COUNCILLOR EXPENSES							
2-11-00-00-00-110	WAGES	19,080	17,890	21,500	16,089	19,200	1,310
2-11-00-00-00-131	ER.C. - COUNCIL	80	75	100	133	100	25
2-11-00-00-00-152	CONVENTIONS AND TRAVEL	1,149	2,343	2,500	1,527	2,500	157
2-11-00-00-00-211	MEMBERSHIPS	6,183	699	1,000	1,577	1,500	802
2-11-00-00-00-230	LEGAL/AUDIT	-	-	1,000	4,308	1,000	1,000
2-11-00-00-00-274	INSURANCE	-	-	150	1,398	150	150
2-11-00-00-00-510	GENERAL SUPPLIES	337	5,423	700	-	1,000	(4,423)
2-11-00-00-00-770	DONATIONS	12,806	3,548	-	4,650	3,750	202
	TRANSFER TO RESERVES	-	-	-	-	-	-
	TOTAL EXPENSES	13,143	8,971	26,950	29,682	29,200	(778)
	NET	13,143	8,971	26,950	29,682	29,200	(778)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
FINANCE / ADMINISTRATION REVENUE					30-Nov-22		
1-12-00-00-00-410	TAX CERTIFICATES	(755)	(1,140)	(750)	(710)	-	1,140
1-12-00-00-00-525	ANIMAL TAGS	(982)	(1,214)	(500)	-	-	1,214
1-12-00-00-00-530	TRAFFIC FINES (use 1-26-530)	(300)	(817)	(18,000)	-	-	817
1-12-00-00-00-550	INTEREST	(3,210)	(3,278)	(1,250)	(11,568)	(1,250)	2,028
1-12-00-00-00-551	NSF Fees	(90)	(135)	-	(130)	(100)	35
1-12-00-00-00-560	RENT	(1,750)	(4,550)	(3,200)	(3,850)	(4,200)	350
1-12-00-00-00-570	UTILITY INCREASE	(21,143)	(21,330)	-	(19,618)	-	21,330
1-12-00-00-00-590	UNCONDITIONAL GRANTS	-	(120,000)	-	-	-	120,000
1-12-00-00-00-591	FRANCHISE FEES	-	(16,207)	(18,000)	(15,733)	(18,000)	(1,793)
1-12-00-00-00-777	DONATIONS	(840)	(7,000)	(4,000)	-	(4,000)	3,000
1-12-00-00-00-840	PROVINCIAL CONDITIONAL GRANTS	-	-	(15,000)	-	-	-
1-12-00-00-00-990	SUSPENSE	-	(200)	-	(15,859)	-	200
1-12-00-00-00-193	TAX SHARE AGREEMENT	(7,738)	(8,511)	-	-	(7,500)	1,011
	TRANSFER FROM OPERATING RSRVE					(106,664)	
	property sale				(29,728)		
1-11-00-00-00-410	SALE OF SUPPLIES	-	(5)	-	(121)	-	5
	TOTAL REVENUE	(36,807)	(184,381)	(60,700)	(97,316)	(141,714)	149,331
FINANCE / ADMINISTRATION EXPENSES							
2-12-00-00-00-110	SALARY - GEN GOVT	106,623	95,271	81,000	98,891	70,000	(25,271)
2-12-00-00-00-130	ER.C. - GEN GOVT	12,942	12,696	13,500	12,745	12,000	(696)
2-12-00-00-00-131	EMPLOYER RRSP CONTRIBUTION	8,700	4,200	-	10,000	10,000	5,800
2-12-00-00-00-154	TRAINING	469	201	3,500	456	500	299
2-12-00-00-00-153	TRAVEL & SUBSISTENCE	210	55	1,500	47	-	(55)
2-12-11-00-00-110	WAGES - ELECTION/CENSUS		1,630.00	750	-	-	(1,630)
2-12-00-00-00-215	FREIGHT & POSTAGE	9,364	12,572	5,500	11,647	5,500	(7,072)
2-12-00-00-00-216	TELEPHONE/FAX/INTERNET	10,714	13,922		10,109	12,000	(1,922)
							(713)
2-12-00-00-00-220	ADVERTISING and MEMBERSHIPS	7,282	11,913	3,500	4,217	11,200	
2-12-00-00-00-230	LEGAL / AUDIT SUPPORT	30,138	17,305	23,500	14,780	20,000	2,695
							(23,998)
2-12-00-00-00-250	CONTRACTED SERVICES	\$ 21,576	\$ 83,998	130,000	535,614	60,000	
2-12-00-00-00-272	LIBRARY/CARLS REQUISITION	\$ -	\$ 3,000	4,500	3,040	5,900	2,900
2-12-00-00-00-273	FCSS REQUISITION	\$ -	\$ -	2,700	2,924	2,930	2,930
2-12-00-00-00-274	INSURANCE	\$ 40,612	\$ 82,846	5,500	14,556	9,400	(73,446)
2-12-00-00-00-275	Tax Discount				2,783	-	-
2-12-00-00-00-350	LEASES	\$ 908	\$ 908	3,500	-	3,500	2,593
2-12-00-00-00-500	REPAIRS & MAINTENANCE	\$ 115	\$ 130	7,500	-	7,500	7,370
2-12-00-00-00-510	GENERAL SUPPLIES AND GOODS	\$ 12,071	\$ 13,647	7,000	5,847	7,000	(6,647)
2-12-00-00-00-515	BANK SERVICE CHARGES	\$ 772	\$ 574	50	635	630	56
2-12-00-00-00-516	PENALTIES INCURRED	\$ 640	\$ 1,022	1,000	197	50	(972)
2-12-00-00-00-523	OFFICE EQUIPMENT & FURNISHINGS	\$ -	\$ -	3,500	3,881	3,500	3,500
2-12-00-00-00-540	NATURAL GAS	\$ 2,992	\$ 3,610	4,500	4,182	3,750	140
2-12-00-00-00-541	ELECTRICITY	\$ 2,385	\$ 5,231	4,500	1,414	5,400	169
2-12-00-00-00-770	GRANTS & MEMBER LOCAL	\$ -	\$ -	10,000	10,000	10,000	10,000
2-12-00-00-00-780	BAD DEBT AR/TAXES	\$ 7,061	\$ 18,446	500	2,987	8,960	(9,486)
2-12-11-00-00-500	OFFICE SUPPLIES (GOODS) ELECTION	\$ -	\$ 704	1,050	-	-	(704)
2-13-00-00-00-110	MILK RIVER WAGES	\$ 2	\$ 663	-	-	33,000	32,337
2-13-00-00-00-131	ER.C. - GEN GOVT	\$ -	\$ -	-	-	4,000	4,000
2-13-00-00-00-216	MR CAO CELL PHONE	\$ -	\$ 1,201	-	(1,201)	-	1,201
2-12-00-00-00-700	AMORTIZATION	\$ 14,717	\$ 14,717	-	-	-	(14,717)
2-12-00-00-00-777	DONATION - MR HOSPITAL	\$ 840	\$ 800	-	-	-	(800)
2-12-00-00-00-990	SUSPENSE	\$ 39	\$ -	-	8,405	-	-
	TOTAL EXPENSES	291,170	398,860	318,550	758,156	306,720	(92,140)
	NET	254,362	214,478	257,850	660,840	165,006	57,192

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
FIRE REVENUE							
1-23-00-00-00-410	FIRE DEPARTMENT REVENUE	(16,843)	(84,747)	(16,500)	(56,655)	(18,000)	66,747
1-23-00-00-00-830	DONATION	(12,472)	-	-	(8,524)	-	-
1-25-00-00-00-590	AMBULANCE SERVICES - DONATIONS	(1,445)	-	-	-	-	-
	PROVINCIAL GRANT	-	-	-	-	-	-
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TOTAL REVENUE	(30,759)	(84,747)	(16,500)	(65,179)	(18,000)	66,747
FIRE EXPENSES							
2-23-00-00-00-154	TRAINING	1,683.00	382.77	-	-	4,000.00	3,617
2-23-00-00-00-216	Telephone				388	-	
2-23-00-00-00-274	INSURANCE	476.00	-	3,325.00	-	5,520.00	5,520
2-23-00-00-00-522	REPAIRS & MAINT. BUILDING	5,113.59	7,832.59	1,500.00	4,740	8,000.00	167
2-23-00-00-00-520	REPAIRS & MAINT. EQUIPMENT	12,645.48	9,265.48	1,000.00	14,436	10,000.00	735
2-23-00-00-00-510	DISPATCHING	1,435.42	66,488.88	3,450.00	5,876	1,440.00	(65,049)
2-23-00-00-00-511	GENERAL SUPPLIES	24,577.36	4,343.66	-	5,505	4,500.00	156
2-23-00-00-00-519	EQUIPMENT PURCHASE	10,923.04	4,378.47	7,500.00	7,314	20,000.00	15,622
2-23-00-00-00-521	FUEL	1,824.64	6,331.61	1,500.00	4,563	2,500.00	(3,832)
2-23-00-00-00-540	NATURAL GAS	3,073.90	3,851.71	3,500.00	3,960	8,770.00	4,918
2-23-00-00-00-541	ELECTRICITY	2,922.56	2,273.14	2,600.00	7,565	1,000.00	(1,273)
	TRANSFER TO RESERVES	-	-	-	-	-	-
2-23-00-00-00-700	AMORTIZATION	18,852.24	19,152.24	-	-	-	(19,152)
2-23-00-00-00-831	INTEREST ON DEBENTURES	536.38	419.88	-	399	500.00	80
	PRINCIPAL ON DEBENTURES	-	-	-	-	-	-
	TRANSFER TO OTHER FUNCTIONS	-	-	-	-	-	-
	TOTAL EXPENSES	84,063.61	124,720.43	24,375.00	54,748	66,230.00	(58,490)
	NET	53,304.51	39,973.92	7,875.00	(10,431)	48,230.00	8,256

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
MUNICIPAL ENFORCEMENT REVENUE							
1-26-00-00-00-525	ANIMAL tags, licenses, fines	(15)	-	(500)	(3,210)	(500)	(500)
1-26-00-00-00-530	TRAFFIC FINES	-	(379)	(1,500)	(2,402)	(1,000)	(621)
1-26-00-00-00-250	BYLAW FINES	(1,860)	(1,000)	(1,000)	-	(1,000)	-
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TOTAL REVENUE	(1,875)	(1,379)	(3,000)	(5,612)	(2,500)	(1,121)
MUNICIPAL ENFORCEMENT EXPENSES							
2-26-00-00-00-250	CONTRACTED SERVICES	14,646	18,706	16,285	20,600	17,500	(1,206)
2-26-00-00-00-275	PROVINCIAL POLICING	4,751	8793.5	6,545	9,824	9,824	1,031
2-26-00-00-00-510	SUPPLIES	314	-	-	-	-	-
	TOTAL EXPENSES	19,711	27,500	22,830	30,424	27,324	(176)
	NET	17,836	26,120	19,830	24,812	24,824	(1,296)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
ROADS REVENUE							
1-32-00-00-00-250	LEASES	-	-	(1,000)	-	-	-
1-32-00-00-00-410	UTILITY FEES - ELECTRICAL	-	-	(12,000)	-	(19,800)	(19,800)
1-32-00-00-00-411	GENERAL SERVICES	-	-	(100)	-	-	-
1-32-00-00-00-510	UTILITY PENALTIES/FEES	-	-	(100)	-	-	-
1-32-00-00-00-511	SERVICES PROVIDED TO RESIDENTS	(3,432)	(5,324)	(500)	(7,098)	(5,000)	324
1-32-00-00-00-590	MISC REVENUE	-	(48)	(6,500)	-	(6,500)	(6,452)
1-32-00-00-00-840	PROVINCIAL CONDITIONAL GRANTS	-	-	(30,000)	-	-	-
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TRANSFER FROM OTHER FUNCTION	-	-	-	-	-	-
	TOTAL REVENUE	(3,432)	(5,372)	(50,200)	(7,098)	(31,300)	(25,928)
ROAD EXPENSES							
2-32-00-00-00-110	SALARY - PUBLIC WORKS	39,299	52,347	55,000	53,700	37,500	(14,847)
2-32-00-00-00-130	ER.C. - PUBLIC WORKS	6,715	8,244	9,100	9,102	6,000	(2,244)
2-32-00-00-00-211	TRAVEL & SUBSISTENCE	-	-	2,000	-	1,000	1,000
2-32-00-00-00-215	FREIGHT & POSTAGE	-	-	500	-	-	-
2-32-00-00-00-216	TELEPHONE	-	-	2,500	-	-	-
2-32-00-00-00-250	CONTRACTED SERVICES	63,275	34,166	8,500	6,218	30,000	(4,166)
2-32-00-00-00-260	RENTALS & LEASES EQUIPMENT	-	70	1,000	-	1,000	930
2-32-00-00-00-274	INSURANCE	-	-	3,500	-	2,200	2,200
2-32-00-00-00-275	WCB	-	6,678	-	2,595	6,500	(178)
2-32-00-00-00-350	CONTRACTS, LEASES, SAFETY	-	-	500	7,700	0	20,000
2-32-00-00-00-510	GOODS and SUPPLIES	1,195	5,196	2,500	2,414	2500	(3,196)
2-32-00-00-00-511	MAINTENANCE MATERIALS	14,000	-	45,000	48,182	20,000	4,500
2-32-00-00-00-520	EQUIPMENT PARTS and TOOLS	192	5,370	4,500	-	2,000	630
2-32-00-00-00-521	FUEL/OIL	6,049	5,391	6,500	7,134	4,500	3,509
2-32-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	11,771	7,866	6,000	166	6,000	(6,366)
2-32-00-00-00-523	REPAIRS & MAINT. VEHICLES	1,455	-	1,500	3,869	8,900	3,450
2-32-00-00-00-530	REPAIRS & MAINT. BUILDING	1,456	130	1,500	-	1,500	1,870
2-32-00-00-00-540	NATURAL GAS	1,441	1,661	2,500	1,842	3,450	20,619
2-32-00-00-00-541	ELECTRICITY	2,132	1,120	3,150	3,063	2,000	(1,120)
2-32-00-00-00-542	STREET LIGHTS	24,968	21,542	18,500	19,597	22,280	(21,342)
2-32-00-00-00-830	DEBT INTEREST	-	39	-	-	-	(39)
2-32-00-00-00-831	LOAN INTEREST	244	191	-	180	200	(191)
	TRANSFER TO CAPITAL	-	-	-	-	-	-
	TRANSFER TO RESERVES	-	-	-	-	-	-
2-32-00-00-00-700	AMORTIZATION	72,540	71,855	-	-	-	(71,855)
	TOTAL EXPENSES	246,732	221,867	174,250	165,761	157,530	(66,837)
	NET	243,301	216,495	124,050	158,663	126,230	(92,765)

2022 Operating Budget - Village of Warner

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2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
WATER REVENUE							
1-41-00-00-00-250	WATER SERVICE HOOK UP	-	-	-	(2,757)	(3,000)	(3,000)
1-41-00-00-00-411	WATER SERVICES TO RESIDENTS	-	-	(56,000)		-	-
1-41-00-00-00-412	WATER LINE REPYAMENT	(42,055)	(42,120)	(48,828)	(38,948)	(28,000)	14,120
1-41-00-00-00-415	WATER SALES - BULK	(2,686)	(22,411)	(56,000)	(53,572)	(27,700)	(5,289)
1-41-00-00-00-410	WATER SALES	(131,932)	(136,179)	(109,950)	(127,089)	(141,500)	(5,321)
1-41-00-00-00-510	PENALTIES ON UTILITIES	(1,025)	(1,802)	(1,000)	(2,136)	(1,000)	802
	TRANSFER FROM OPERATING RSRVE	-	-	-		-	-
	TRANSFER FROM CAPITAL FUNCTION	-	-	-		-	-
	TRANSFER FROM OTHER FUNCTIONS	-	-	-		-	-
	TOTAL REVENUE	(177,698)	(202,512)	(271,778)	(224,502)	(201,200)	4,312
WATER EXPENSES							
2-41-00-00-00-110	SALARY - WATER	15,416	14,144	15,000	4,656	32,500	18,356
2-41-00-00-00-130	ER.C. - WATER	2,535	2,190	-	570	5,550	3,360
2-41-00-00-00-211	COURSES, MEALS, TRAVEL	-	-	1,500		500	500
2-41-00-00-00-215	FREIGHT & POSTAGE	1,422	294	1,000		500	206
2-41-00-00-00-220	MEMBERSHIPS	124	-	125		125	125
2-41-00-00-00-230	CONTRACTED SERVICES	65,204	100,866	85,000	116,464	85,000	(15,866)
2-41-00-00-00-250	CONTRACTED PURCHASE & WORK	4,791	-	75,000	221,973	5,000	5,000
2-41-00-00-00-260	UTILITY CROSSING	1,676	1,876	1,600	220	1,600	(276)
2-41-00-00-00-274	INSURANCE	-	-	1,000		3,800	3,800
2-41-00-00-00-350	CONTRACT LEASES	-	-	2,500		-	-
2-41-00-00-00-415	BULK WATER SALES REFUNDS	-	-	-	7,408	7,408	7,408
2-41-00-00-00-510	GENERAL SUPPLIES & GOODS	8,197	11,204	2,000		5,000	(6,204)
2-41-00-00-00-520	EQUIPMENT PARTS & SUPPLIES	93	-	1,000	5,707	2,000	2,000
2-41-00-00-00-521	FUEL/OIL	-	-	500	381	-	-
2-41-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	29	1,302	500	1,759	5,000	3,698
2-41-00-00-00-531	CHEMICALS & SALT	913	1,067	1,000	11,880	10,000	8,933
2-41-00-00-00-540	NATURAL GAS	3,049	3,615	3,000	4,223	8,000	4,385
2-41-00-00-00-541	ELECTRICITY	6,384	5,406	10,000	3,914	4,300	(1,106)
2-41-00-00-00-830	DEBT INTEREST PAYMENT	20,610	19,451		13,800	20,000	549
	TRANSFER TO CAPITAL	-	-	-	-	36,917	36,917
	TRANSFER TO RESERVES	-	-	-	-	-	-
2-41-00-00-00-700	AMORTIZATION	62,212	64,062	-	-	-	(64,062)
	TOTAL EXPENSES	192,656	225,478	200,725	392,954	233,200	7,722
	NET	14,958	22,965	(71,053)	168,452	32,000	12,035

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		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
WASTEWATER REVENUE							
1-42-00-00-00-250	CONTRACTED SERVICES	375	-	-		-	-
1-42-00-00-00-510	PENALTIES AND FEES	-	-	(300)		-	-
1-42-00-00-00-410	WASTEWATER FEES	(26,995)	(27,235)	(25,800)	(25,108)	(27,500)	(265)
1-42-00-00-00-440	WASTEWATER REPAIRS	(75)	(12,561)	-		(5,000)	7,561
	TRANSFER FROM OPERATING RSRV	-	-	-		-	-
	TOTAL REVENUE	(26,695)	(39,796)	(26,100)	(25,108)	(32,500)	7,296
WASTEWATER EXPENSES							
2-42-00-00-00-215	FREIGHT & POSTAGE	-	-	400	-	-	-
2-42-00-00-00-250	CONTRACTED SERVICES	9,398	46,233	1,000	330	29,000	(17,233)
2-42-00-00-00-260	RENTALS & LEASES EQUIPMENT	-	148	1,000	149	1,000	852
2-42-00-00-00-274	INSURANCE	-	-	948	-	-	-
2-42-00-00-00-510	GENERAL SUPPLIES & GOODS	209	140	1,000	-	1,000	860
2-42-00-00-00-520	PARTS & SUPPLIES	0	(1,729)	1,000	-	1,000	2,729
2-42-00-00-00-521	FUEL/OIL	-	-	100	-	-	-
2-42-00-00-00-531	CHEMICALS & SALT	-	-	1,100	-	-	-
2-42-00-00-00-700	AMORTIZATION	49,414	49,956	-	-	-	(49,956)
	TRANSFER TO OTHER FUNCTION	-	-	-	-	-	-
	TOTAL EXPENSES	59,021	94,748	6,548	479	32,000	(62,748)
	NET	32,326	54,953	(19,552)	(24,628)	(500)	(55,453)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
SOLID WASTE REVENUE							
1-43-00-00-00-410	GARBAGE FEES	(46,781)	(47,350)	(42,700)	(43,385)	(47,480)	(131)
1-43-00-00-00-840	COUNTY COST SHARE GARBAGE	(4,093)	(5,100)	(5,100)	-	(5,100)	-
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TOTAL REVENUE	(50,874)	(52,450)	(47,800)	(43,385)	(52,580)	(131)
SOLID WASTE EXPENSES							
2-43-00-00-00-110	SALARY - SOLID WASTE	5,800	9,528	3,500	11,625	5,000	(4,528)
2-43-00-00-00-131	ER.C. - SOLID WASTE	-	20	500	839	750	730
2-43-00-00-00-205	BOARDS & AGENCIES	11,542	12,117	12,500	11,723	12,530	413
2-43-00-00-00-231	CONTRACTED RECYCLING	2,254	2,311	2,500	1,681	2,500	189
2-43-00-00-00-250	CONTRACT LABOUR	4,400	400	12,500	-	12,500	12,100
2-43-00-00-00-251	CONTRACTED SOLID WASTE PICKUP	18,600	19,200	19,200	17,050	18,600	(600)
2-43-00-00-00-274	INSURANCE	-	-	950	-	-	-
2-43-00-00-00-510	GENERAL SUPPLIES & GOODS	17	2,250	100	-	100	(2,150)
2-43-00-00-00-521	FUEL / OIL	-	-	700	-	-	-
2-43-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	26	1,869	-	402	1,200	(669)
2-43-00-00-00-541	ELECTRICITY	1,549	997	1,100	933	1,030	33
	TRANSFER TO CAPITAL	-	-	-	-	-	-
	TRANSFER TO RESERVES	-	-	-	-	-	-
	AMORTIZATION	-	-	-	-	-	-
	TOTAL EXPENSES	44,188	48,691	53,550	44,254	54,210	5,519
	NET	(6,686)	(3,758)	5,750	869	1,630	5,388

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
PLANNING REVENUE							
1-61-00-00-00-410	ZONING & DEVELOPMENT PERMITS	(193)	(2,219)	(1,000)	(190)	(2,500)	(281)
1-66-00-00-00-464	SUBDIVISION LAND AND DEVELOPMENT SALE OF LAND	-	-	(12,000)		(12,000)	(12,000)
	FEDERAL GRANT	-	-	-			-
	TOTAL REVENUE	(193)	(2,219)	(13,000)	(190)	(14,500)	(12,281)
PLANNING EXPENSES							
2-61-00-00-00-110	WAGES - PLANNING & DEV	-	-	3,500	-	-	-
2-61-00-00-00-131	ER.C - PLANNING & DEVELOPMENT	-	-	500	-	-	-
2-61-00-00-00-230	PLANNING SERVICES	24,811	15,368	9,000	17,574	3,000	(12,368)
2-61-00-00-00-250	CONTRACTED GOODS & SERVICES	-	-	1,500	-	10,000	10,000
2-61-00-00-00-510	GENERAL SUPPLIES & GOODS	-	-	4,500	-	-	-
2-61-00-00-00-521	FUEL	-	-	2,000	-	-	-
2-61-00-00-00-541	ELECTRICITY	-	-	750	-	1,100	1,100
2-66-00-00-00-464	LOT SALE REFUND ON PURCHASED LOT	-	100	-	-	-	(100)
	TRANSFER TO RESERVES	-	-	-	-	-	-
	TRANSFER TO CAPITAL	-	-	-	-	-	-
	AMMORTIZATION	-	-	-	-	-	-
	TRANSFER TO OTHER FUNCTION	-	-	-	-	-	-
	TOTAL EXPENSES	24,811	15,468	21,750	17,574	14,100	(1,368)
	NET	24,618	13,249	8,750	17,384	(400)	(13,649)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
RECREATION ADMINISTRATION REVENUE							
1-72-00-00-00-850	COUNTY RECREATION GRANT	(41,460)	(50,924)	(9,600)	-	(15,000)	35,924
	TOTAL REVENUE	(41,460)	(50,924)	(9,600)	-	(15,000)	35,924
RECREATION ADMINISTRATION EXPENSES							
2-72-00-00-00-110	SALARY - RECREATION	16,815	-	-	335	-	-
2-72-00-00-00-131	ER.C. - RECREATION	379	-	-	18	-	-
2-72-00-00-00-153	TRAVEL	-	-	-	-	200	200
2-72-00-00-00-154	TRAINING	-	-	-	-	200	200
2-72-00-00-00-510	GENERAL SUPPLIES	3,662	-	-	4,085	1,000	1,000
2-72-00-00-00-541	ELECTRICITY	1,349	1,052	-	755	1,000	(52)
2-72-00-00-00-700	AMORTIZATION	2,529	3,569	-	-	-	(3,569)
2-72-00-00-00-250	contracted services	-	-	-	-	-	-
	TOTAL EXPENSES	24,734	4,621	-	5,193	2,400	(2,221)
	NET	(16,726)	(46,303)	(9,600)	5,193	(12,600)	33,703

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	2022/2021
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Nov-22		
CIVIC CENTRE REVENUE							
1-74-00-00-00-400	RINK FEES	(10,860)	(20,571)	(8,500)	(22,564)	(15,000)	5,571
1-74-00-00-00-100	KITCHEN LEASE	(850)	(825)	(750)	(800)	(1,650)	(825)
1-74-00-00-00-410	KEY FOBS - CIVIC CENTRE	(25)	(1,835)	-	(1,230)	-	1,835
1-74-00-00-01-560	GYM MEMBERSHIP FEES	(2,080)	(3,240)	(2,000)	(10,458)	(5,000)	(1,760)
1-74-00-00-00-570	BOWLING RENTAL& MISC SALES	(1,925)	(209)	-	(770)	(500)	(291)
1-74-00-00-00-575	DONATIONS	-	-	-	(1,800)	(1,000)	(1,000)
1-74-00-00-00-850	CONTRIBUTION FROM WARNER COUNTY	-	-	(31,860)	-	(35,000)	(35,000)
	TRANSFER FROM RESERVES	-	-	-	-	-	-
	TRANSFER FROM OTHER FUNCTIONS	-	-	-	-	-	-
	TOTAL REVENUE	(15,740)	(26,681)	(43,110)	(37,622)	(58,150)	(31,469)
CIVIC CENTRE EXPENSES							
2-74-00-00-00-109	LIBRARY	5,038	933	0	1,537	1,000	67
2-74-00-00-00-110	WAGES - CIVIC CENTRE	7,671	18,071	11,500	21,846	16,000	(2,071)
2-74-00-00-00-130	ER.C - CIVIC CENTRE	2,130	953	-	1,351	1,000	47
2-74-00-00-00-211	TRAVEL & TRAINING	-	-	1,500	839	500	500
2-74-00-00-00-216	TELEPHONE	-	500	-	-	-	(500)
2-74-00-00-00-220	MEMBERSHIPS	103	103	500	1,555	200	97
2-74-00-00-00-230	CONTRACTED PERSONNEL	558	2,165	1,000	6,154	2,200	36
2-74-00-00-00-250	REPAIRS & MAINT. PURCHASED	972	150	7,500	-	7,500	7,350
2-74-00-00-00-274	INSURANCE	-	-	35,000	-	28,000	28,000
2-74-00-00-00-350	CONTRACTED SERVICES	5,677	13,020	-	8,484	10,000	(3,020)
2-74-00-00-00-510	GENERAL SUPPLIES & GOODS	7,501	8,382	6,800	5,084	4,140	(4,242)
2-74-00-00-00-520	REPAIRS & MAINT EQUIPMENT	1,354	481	1,250	4,880	4,000	3,519
2-74-00-00-00-521	FUEL / OIL	0	0	1,250	-	1,250	1,250
2-74-00-00-00-522	REPAIRS & MAINT. BUILDING	502	880	3,500	3,309	3,500	2,620
2-74-00-00-00-540	NATURAL GAS	5,698	6,614	6,000	8,279	6,900	286
2-74-00-00-00-541	ELECTRICITY	17,085	17,564	40,500	7,296	8,000	(9,564)
2-74-00-00-01-831	SOLAR PANEL DEBENTURE	4,740	4,462	-	3,621	16,878	12,416
	TRANSFER TO CAPITAL	-	-	-	-	-	-
	TRANSFER TO RESERVES	-	-	-	-	-	-
2-74-00-00-00-700	AMORTIZATION	26,585	26,585	-	-	-	(26,585)
	TOTAL EXPENSES	85,614	100,862	116,300	74,235	111,068	10,139
	NET	69,874	74,181	73,190	36,614	52,918	(21,330)



Request for Decision Committee Reports

RECOMMENDATION

That the committee reports for the period ending December 21, 2022 be accepted as information.

LEGISLATIVE AUTHORITY

Municipal Government Act
Bylaw 561-18 Procedural Bylaw

BACKGROUND

Elected Officials, appointed at the annual organizational meeting, attend regular meetings of various boards, commissions and committees. Each elected official is required to keep Council informed by providing regular activity of the board, commission or committee they are appointed to.

RISKS/CONSEQUENCES

Should committee reports not be relayed, members of Council will not be informed on the various boards, commissions and committees.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Oldman River Regional Services Commission Executive Minutes
2. FCSS Board Minutes



OLDMAN RIVER REGIONAL SERVICES COMMISSION

EXECUTIVE COMMITTEE MEETING MINUTES

October 13, 2022; 6:00 pm

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, October 13, 2022, at 6:00 pm, in the ORRSC Administration Building, and virtually via Zoom.

Attendance:

Gordon Wolstenholme, Chairman
Jesse Potrie
Neil Sieben
Brad Schlossberger

Absent:

Don Anderberg, Vice Chairman
Christopher Northcott

Staff:

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant

Chairman Wolstenholme called the meeting to order, the time being 6:00 pm.

1. Approval of Agenda

Moved by: Neil Sieben

THAT the Executive Committee approves the October 13, 2022 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: Jesse Potrie

THAT the Executive Committee approve the July 14, 2022 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Official Business

a. Budget Discussion

L. Kuiper, CAO, presented the proposed 2023 Operating Budget to the Committee.

The Committee discussed inflation, subdivision fees, and membership fees.

b. Palliser Regional Municipal Services

L. Kuiper provided a status update on the Palliser Regional Municipal Services Agency, who provides municipal services to the southeastern Alberta such as Starland County, the Town of Drumheller, and the Village of Rockyford.

c. Parkland Community Planning Services

L. Kuiper provided a status update on the Parkland Community Planning Services, who provides municipal services to central Alberta such as Clearwater County, the Town of Olds, and the Village of Big Valley.

d. 2023 Executive Election

L. Kuiper advised that the Board of Directors Organizational Meeting will be held on Thursday, December 1, 2022, and as usual the election for the Executive Committee will take place that evening as well. CAO Kuiper noted that nomination forms would be sent out to the Board Members in early November for those who will to put their name forward.

e. Subdivision Activity

- As of August 31, 2022
- As of September 30, 2022

L. Kuiper presented the Subdivision Activity statistics to the Committee.

f. CAO Annual Performance Evaluation

Chair Wolstenholme stated that previous practice has been that the Chair collects the completed Performance Evaluation forms from the Committee and compiles them into a report, then reviews the results with the CAO.

The Committee agreed to the previous years practice.

g. Staff Update

L. Kuiper advised the Committee that Madeleine Baldwin, Planner, is currently on maternity leave has advised that she will not be returning to the organization after the maternity leave is completed. CAO Kuiper advised that a posting for the vacancy would be out shortly.

5. Accounts

- a. Office Accounts
 - (i) Monthly Office Accounts
 - June 2022
 - July 2022
 - August 2022
 - (ii) Payments and Credits
 - May 2022
 - June 2022
 - July 2022

Moved by: Brad Schlossberger

THAT the Executive Committee accepts the documentation regarding the Monthly Office Accounts, June 2022, July 2022 and August 2022 as information; and,

THAT the Executive Committee accepts the documentation regarding the Payments and Credits, May 2022, June 2022 and July 2022 as information.

CARRIED

- b. Financial Statements
 - (i) Balance Sheet
 - As of June 30, 2022
 - As of July 31, 2022
 - As of August 31, 2022
 - (ii) Comparative Income Statement
 - Actual to June 30, 2022
 - Actual to July 31, 2022
 - Actual to August 31, 2022
 - (iii) Details of Account:
 - As of June 30, 2022
 - As of July 31, 2022
 - As of August 31, 2022

Moved by: Gordon Wolstenholme

THAT the Executive Committee accepts the documentation regarding the Balance Sheet, as of June 30, 2022, as of July 31, 2022 and as of August 31, 2022 as information;

THAT the Executive Committee accepts the documentation regarding the Comparative Income Statement, actual to June 30, 2022, actual to July 31, 2022 and actual to August 31, 2022 as information; and,

THAT the Executive Committee accepts the documentation regarding the Details of Account, as of June 30, 2022, as of July 31, 2022, and as of August 31, 2022, as information.

CARRIED

6. New Business

There was no new business for discussion.

7. CAO's Report

The CAO provided his CAO Report to the Committee.

8. Round Table Discussions

Committee members reported on various projects and activities in their respective municipalities.

9. Next Meeting – November 10, 2022

10. Adjournment

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:07 pm.



CHAIR

CHIEF ADMINISTRATIVE OFFICER

Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, November 2, 2022
Coaldale Hub (2107-13th Street)
In-person and Online via Teams

Attendance (in-person)

Board Members:

Bekkering, Garth – Town of Taber
Chapman, Bill - Town of Coaldale
Harris, Merrill – M.D. of Taber
Heggie, Jack – County of Warner
Hickey, Lorne – Lethbridge County

Attendance (online) – Board Members

Feist, Teresa - Town of Picture Butte
Jensen, Kelly – Town of Raymond
Jensen, Melissa – Town of Nobleford
Kirby, Martin – Village of Warner
Montina, Lyndsay – Town of Coalhurst
Nilsson, Larry – Village of Stirling
Payne, Megan – Village of Coutts
Weistra, Ed – Village of Barons

Absent – Board Members

Plumtree, Margaret - Town of Vauxhall

Staff (in-person):

Morrison, Zakk - Executive Director
Florence-Greene, Evelyn – Accounting Assistant
Hashizume, Linda – Executive Assistant

Call to Order

Z. Morrison called the meeting to order at 4:05 p.m.

Elections

Z. Morrison called for nominations for the position of Chairperson.

J. Heggie nominated M. Harris for the position of Board Chair.

Z. Morrison called a second time for nominations for the position of Chairperson

Z. Morrison called a third time for nominations for the position of Chairperson

M. Harris accepted the nomination.

G. Bekkering moved nominations cease

Carried Unanimously

M. Harris was acclaimed to the position of Chairperson.

M. Harris called for nominations for the position of Vice-Chairperson.

G. Bekkering nominated B. Chapman for the position of Vice-Chairperson.

M. Harris called a second time for nominations for the position of Vice-Chairperson.

M. Harris called a third time for nominations for the position of Vice-Chairperson.

B. Chapman accepted the nomination.

E. Weistra moved nominations cease.

Carried Unanimously

B. Chapman was acclaimed to the position of Vice-Chairperson.

Approval of Agenda

L. Hickey moved the Board approve the agenda as presented.

Carried Unanimously

Dates of Regular Meetings

The Board members discussed the date for the regular Board meetings.

J. Heggie moved the Board set the regular monthly FCSS Board meetings for the first Wednesday of the month starting at 4:00 pm.

Carried Unanimously

T. Feist moved the Board meetings be held monthly excluding the months of January, July and August.

Carried Unanimously

The Board discussed having a hybrid version of on-line and in-person Board meetings.

The Board will continue with the hybrid version of Board meeting which will include both in-person and online.

M. Harris encouraged Board members to attend in-person.

Z. Morrison reviewed the "Board Meeting Annual Agenda Items" list.

Orientation

Z. Morrison will contact the any new Board Members regarding providing orientation.

Z. Morrison discussed Board/Staff interaction and the Code of Conduct.

Minutes

B. Chapman moved the minutes of the October 5, 2022, FCSS Board meeting be approved as presented.

Carried Unanimously

Correspondence

The following correspondence was presented for information:

- Family and Community Support Services Association of Alberta (FCSSAA) Annual Report 2022 (emailed October 25, 2022)
- FCSSAA Board Meeting Highlights September 9, 2022
- 2022-10-19 -Town of Vauxhall – Margaret Plumtree appointed to Barons-Eureka-Warner FCSS Board.

L. Hickey moved the Board receive the correspondence as presented for information.

Carried Unanimously

Reports

Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- November is Family Violence Prevention Month (Purple). FCSS Monthly Message was distributed to all municipalities. Monthly Message is on the fcss.ca website at: <https://fcss.ca/userfile/file/11%20-%20November%202022%20FCSS.pdf>

G. Bekkering moved the Board approve the Executive Director's Report as presented.

Carried Unanimously

Financial Report

Z. Morrison reviewed the Financial Report including:

- Financial statement for September 30, 2022;
- Monthly accounts for September 1-30, 2022;
- Mastercard statement for September 14 to October 13, 2022.

G. Bekkering moved the Board approve the November 2, 2022 Financial Report
carried Unanimously

New Business

The Board discussed 2023 Municipal Requisition rates.

G. Bekkering moved the Board approve a 2% increase per capita for the 2023 Municipal requisition based on the population list as provided by the Municipalities.

Carried Unanimously

The Board discussed a possible staff salary increase. The Board tabled the item to the new year.

Round Table

Z. Morrison asked the Board if they would be interested in hosting a Staff appreciation dinner.

The Board expressed interested in hosting the event in January 2023 and directed Z. Morrison to arrange a time and location for the event.

Z. Morrison asked the Board for feedback regarding reports provided to the Board. The Board should feel free to bring forward suggestions for improvement.

M. Harris suggested providing the Board with feedback on how our services are impacting residents in our communities (example, feel good stories).

Z. Morrison indicated this is currently communicated through his Executive Director's report and the Report to Municipalities.

Z. Morrison provided examples of two situations which happened recently where FCSS was able to help with some complex situations.

Z. Morrison discussed with the Board the purpose of staff Regional Meetings. All staff who work in a region (ie. MD of Taber) get together monthly and discuss how things are going in the region, determine any gaps and successes. The CAO and Board Member from the area are invited to attend as well. The Regional meetings are rotated amongst the communities in the region.

E. Weistra indicated Barons would be interested in participating in the Regional Meetings.

T. Feist indicated Picture Butte would be interested in participating in the Regional Meetings.

B. Chapman asked if FCSS reaches out to any other service organizations in the communities.

Z. Morrison indicated that FCSS does make connections with other service groups.

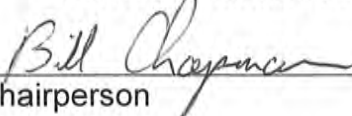
Date of Next Meeting


The date of the next regular Board meeting will be December 7, 2022, at the Coaldale Hub (2107-13th Street) in-person and online (via Teams) at 4:00 pm.

Adjournment

L. Hickey moved the meeting adjourn at 5.24 p.m.

Carried Unanimously


Chairperson


Executive Director





Request for Decision Correspondence

RECOMMENDATION

That the correspondence for the period ending December 21, 2022 be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Correspondence is a collection of general information received at the Village Office and is provided to Council as information.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Town of Ponoka: Letter to Minister Copping
2. Brownlee Emerging Trends
3. Horizon School Division Board Season's Greetings
4. ORRSC Christmas Wishes
5. Ridge Water Services Commission Rates
6. Alberta Municipalities Email: FCSS Agreement
7. Municipal Affairs: Byelection Response
8. Shell Canada: Former Shell Site
9. Alberta Recycling Management Authority: Bench Giveaway Application
10. City of Camrose Season's Greetings



November 23, 2022

Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
health.minister@gov.ab.ca

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

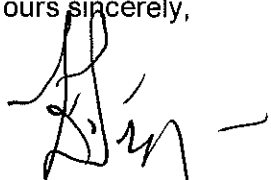
On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.

In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Ferguson', with a horizontal line extending to the right.

Kevin Ferguson
Mayor

c: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Ron Orr, MLA – Lacombe/Ponoka
Mayors – Alberta Municipalities
Reeve Paul McLauchlin, Ponoka County
Donna Noble, Protective Services Coordinator – Ponoka County

From: [Sheila Laqua](#)
To: [Sheila Laqua](#)
Subject: SEASON'S GREETINGS
Date: December 1, 2022 10:25:43 AM
Attachments: [image.png](#)



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Sheila Laqua

Executive Assistant to the Superintendent & Board of Trustees
Telephone: 403.223.3547 ext. 10130



Haily Wad

G. Scott

Dave Howard

John Evans

Jaime Thomas

Raeanne Keer

Cheryl Jones

Bonnie Brown

John Fula

Merry Christmas

AND BEST WISHES FOR A
HAPPY NEW YEAR!

Mladen

J. Maxwell

K-S

B.J.

Steve Hardy

Max

FROM THE STAFF OF THE OLDMAN RIVER
REGIONAL SERVICES COMMISSION

THE ORRSC OFFICE WILL BE CLOSED FROM NOON ON
DECEMBER 23, 2022 THROUGH JANUARY 2, 2023

December 19, 2019

Kelly Lloyd
Chief Administrative Officer
Village of Warner
210 – 3rd Avenue
Warner, AB, T0K 2L0



RE: 2023 RWSC Rates

Mrs. Kelly Lloyd,

The Board of the Ridge Water Services Commission approved their 2023 operating budget, capital spending plan and capital reserve schedule on November 30th, 2022. We will be billing your organization at the beginning of every month for the consumption used, based upon your monthly recorded consumption values. You can expect your first invoice for 2023 to arrive at the beginning of February and it will be for the water consumed during the month of January.

The 2023 per cubic meter cost for water is **\$0.95**. We estimate that Warner will consume **84,233 m³** of water in 2023. For budget estimate purposes, this would put the total cost to the Village of Warner at **\$80,022** in 2023. The municipality is responsible for the total consumption consumed by your users in 2023, regardless of the estimate provided above. We recommend that all consumption charges are passed onto your users so that your municipal budget is unaffected if consumption is more or less than estimated.

To keep better track of the various service contracts that the Commission has with its member municipalities and clients, we will be sending our revised service agreements that will have each contract on a consistent template and renewal schedule. We would ask for your cooperation in renewing the agreements so we can continue to provide your municipality with the same, exceptional service that our operators are currently providing. The cost per hour for RWSC staff will increase from \$48.81/hr to \$50.00/hr in 2023.

If you have any further questions, please contact myself at your convenience.

Sincerely,



Kurtis Pratt
Manager
Ridge Water Services Commission

kurtispratt@raymond.ca



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Shaw

AR110192

December 2, 2022

Mayor Tyler Lindsay
Village of Warner
Box 88
Warner AB T0K 2L0

Dear Mayor Lindsay:

Thank you for the Village of Warner's letter of November 15, 2022, notifying me, in accordance with Section 31(4) of the *Local Authorities Election Act*, that the village did not receive any nominations for the by-election to fill a council vacancy.

Attached is a copy of Ministerial Order No. MSD: 099/22, which directs the returning officer to leave nominations for the November 28, 2022 by-election closed, and extends the time to fill the council vacancy through by-election to March 13, 2023.

I urge the municipality to communicate with the electors on the importance of establishing elected representation for the village and to consider the possibility of reducing the size of council before the next general election in 2025.

If you require further information on by-elections, please contact the Municipal Capacity and Sustainability Branch of Municipal Affairs, toll-free by first dialing 310-0000, then 780-427-2225, to speak with a municipal advisor.

Thank you again for writing.

Sincerely,

Rebecca Schulz
Minister

Attachment: Ministerial Order No. MSD:099/22

cc: Kelly Lloyd, Chief Administrative Officer, Village of Warner



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Shaw

MINISTERIAL ORDER NO. MSD:099/22

I, Rebecca Schulz, Minister of Municipal Affairs, pursuant to sections 6 and 31 of the *Local Authorities Election Act* and Section 605 of the *Municipal Government Act*, make the following order:

1. That for the purpose of ensuring council representation for the Village of Warner, I direct the returning officer to leave nominations for the Village of Warner by-election scheduled for November 28, 2022, closed at 12 noon on October 31, 2022.
2. That the number of days for the Village of Warner to hold a by-election pursuant to Section 165 of the *Municipal Government Act*, to fill the vacancy that occurred on August 4, 2022, be extended from 120 days to 221 days after the vacancy occurred.

Dated at Edmonton, Alberta, this 15th day of December, 2022.

Rebecca Schulz
Minister of Municipal Affairs



Shell Canada Products
400 – 4th Avenue S.W.
P.O. Box 100, Station M
Calgary, Alberta T2P 2H5
Tel (403) 691-3111
Internet www.shell.ca
CONFIDENTIAL

December 2, 2022

VIA EMAIL: cao@warner.ca

Village of Warner
Box 88
Warner, Alberta, T0K 2L0

Attention: Kelly Lloyd, Chief Administrative Officer

**RE: Update Concerning the Subsurface Impacted Soil in the Road Allowance (the “Village Lands”) Adjacent to the Former Shell Facility in Warner, AB (the ‘Former Shell Site’)
Shell Location No: C10083**

Shell Canada Products (Shell) has written this letter to provide an update in respect to the subsurface hydrocarbon derived impacted soil exceeding the applicable Alberta Environment and Protected Areas (AEPA) Tier 2 Guidelines present below the Village of Warner’s road allowance (the “Village Lands”) adjacent to the Former Shell Site in Warner, AB.

These hydrocarbon impacts (the “Impacted Material”), may be attributed to the Former Shell Site, which is legally described as Plan 7334JK, Block A. Information concerning the Impacted Material was provided to the Village of Warner in 2015 via a report prepared by Shell’s environmental consultant, SNC-Lavalin Inc. (SNC-Lavalin) entitled:

- *2014 Off-Site Environmental Site Assessment, Former Highway #4, Warner, AB (LC: C10083), dated January 9, 2015*

On behalf of Shell, SNC-Lavalin has prepared a Site-Specific Risk Assessment (SSRA) report to evaluate potential risks posed to human health and ecological receptors from the Impacted Material. In summary, results of the SSRA indicate there are no potential risks identified with leaving the Impacted Material in place on the Village Lands. A copy of the SSRA report has been provided with this letter for your information. Please note that Shell intends to make an application to AEPA for a Remedial Certificate for the Former Shell Site prior to the end of 2022. The SSRA report will be provided to AEPA with this application.

Should the Village of Warner have a future requirement to manage the Impacted Material, Shell would be pleased to coordinate efforts to ensure that Shell-related hydrocarbon derived impacts are managed in a responsible and cost-effective manner. Should this case arise, please contact me at (306) 717-2853 or via email at brett.reynolds@Shell.com. It would be most helpful if a minimum 30-day notice period could be provided prior to work by the Village of Warner commencing to permit adequate time to coordinate efforts.

Please feel free to contact me should you have any questions or require clarification regarding the foregoing or the enclosure.

Yours truly,

A handwritten signature in black ink, appearing to read 'Brett Reynolds', with a stylized flourish at the end.

Brett Reynolds, P.Ag, CRSP
Program Manager – Soil & Groundwater Solutions
Shell Canada Products

Attach.

cc: Ryan Smith, Canada PCRO Claims Advisor – Shell Canada

Applicant: Village of Warner

Funding Program: 2022/23 ARMA's 30th Anniversary Community Bench Giveaway Application

Approval Number: 30ANNBENCH-24

Based upon the proposal from Village of Warner (the "Applicant"), the terms of which were relied upon by the Alberta Recycling Management Authority (ARMA) and are incorporated by reference, we confirm your proposal has been approved for funding, and the approved proposal is hereinafter referred to as the "project". This approval is subject to the following terms and conditions:

1. The giveaway is open to all urban and rural municipalities (including cities, towns, villages and summer villages, counties, Métis settlements, and reservations) within Alberta, that are improving their community and would have a place to install a bench for public use.
2. Alberta Recycling Management Authority (ARMA) will provide one (1) recycled plastic park bench to 25 successful applicants on a first-come, first-served basis.
3. This giveaway is designed to help communities beautify their public space and to celebrate the recycling efforts of Albertans over the past 30 years.
4. ARMA will arrange and pay the associated shipping costs (arranged through supplier) based on specific delivery windows of our choosing.
5. Applications must be received by end of day, Friday, March 31, 2023.
6. Successful applicants will be contacted through email and be provided approval in writing, specifying further details. Applicants will have 30 days to confirm notification and delivery instructions.
7. Failure to confirm notification within 30 days of approval will result in the cancellation of the application/approval, and the bench will be awarded to the next community on our waiting list.
8. Municipalities are only eligible to receive one bench from ARMA. They are not permitted to apply for additional benches.
9. The applicant guarantees to ARMA that they are applying on behalf of the municipality, are authorized to do so, and that any information supplied in connection with the application is accurate, complete, true, and not misleading.
10. Successful applicants will be contacted by ARMA, however, if you have questions about the status of your application you can contact grants@albertarecycling.ca.
11. Please note, ARMA holds no responsibility for any added costs associated with the giveaway. Assembly, installation, maintenance, etc., is the responsibility of the successful municipality.



ALBERTA RECYCLING MANAGEMENT AUTHORITY
ARMA'S 30TH Anniversary Community Bench Giveaway
Funding Approval Agreement

12. ARMA is not responsible for damaged goods once received.
13. Benches must be installed in a publicly accessible space and be in place by September 30th, 2023. Please take a photo of the bench and send to grants@albertarecycling.ca and info@albertarecycling.ca. In recognition and to celebrate your project, ARMA will share on social media.
14. Benches are made with 100% recycled plastic and are grey in colour, with a steel frame (in black) and are supplied through Full Circle Plastics Ltd. They are free-standing and must be bolted to a suitable surface.

This approval expires if not accepted prior to the end of close of business on **December 23, 2022**. The obligation of ARMA to provide any grant funds or other funding for the project **expires without notice March 31, 2023**.

We agree to the above Terms and Conditions of this funding approval:

(Applicant)

Per: _____
(Signature of Applicant)

Date: _____

(Print Name)

Alberta Recycling Management Authority

Per: _____
(Signature)

Date: _____

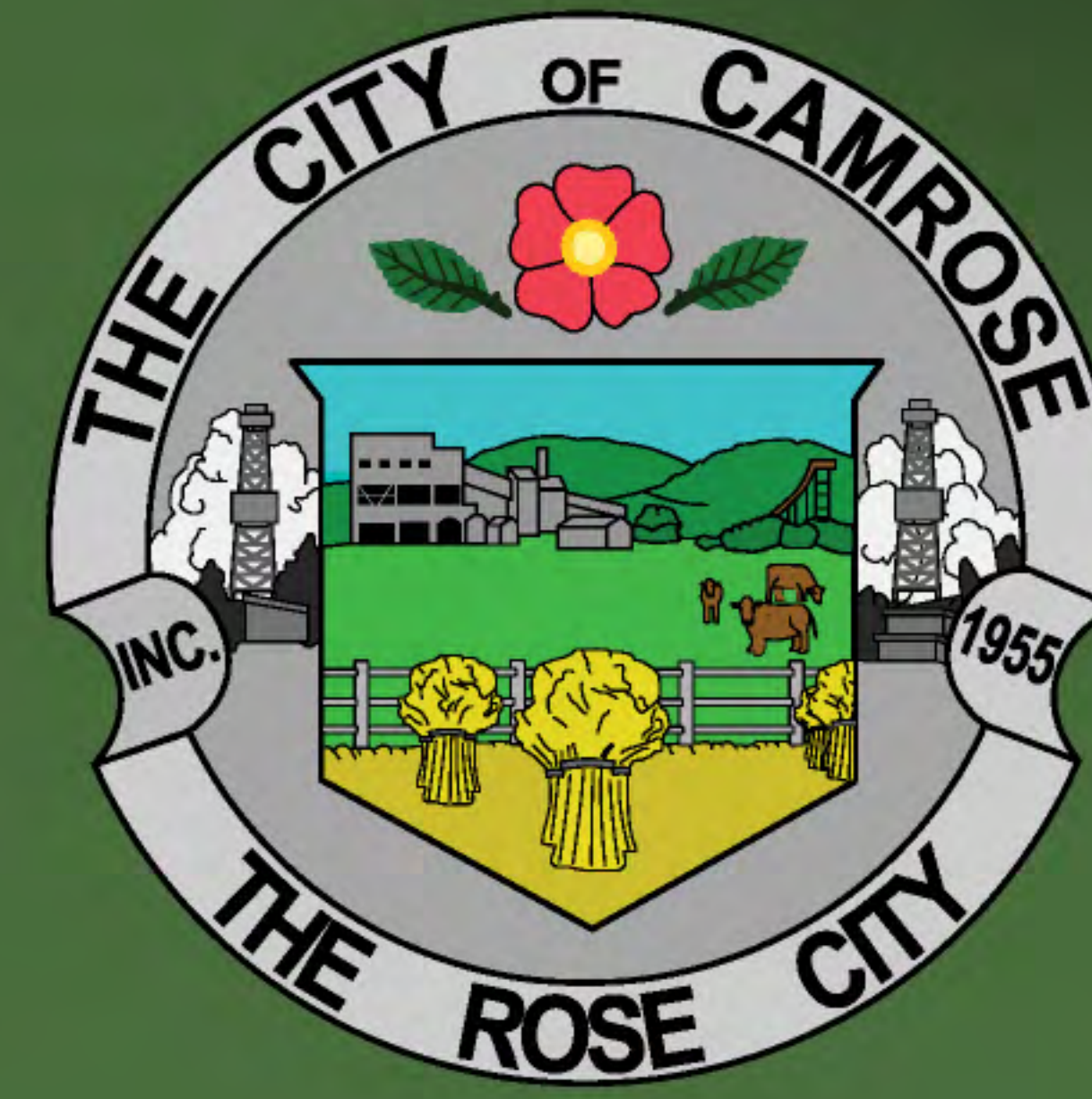
(Print Name)

Alberta Recycling Management Authority

Per: _____
(Signature)

Date: _____

(Print Name)



Season's Greetings

FROM THE
CITY OF CAMROSE
MAYOR AND COUNCIL

In lieu of sending print cards,
a donation was made to the
Camrose Kinettes Silent Santa Program



Request for Decision Lot 2, Block 23, Plan 2565U Encroachment

RECOMMENDATION

That administration proceed with the following option:

LEGISLATIVE AUTHORITY

Municipal Government Act
Land Use Bylaw

BACKGROUND

At the March 17, 2022, regular Council meeting, Council approved a 10% tax break for 501 1st Avenue due to a road encroachment on that property. In subsequent communication with ORRSC, the following notes are suggestions surrounding a resolution to this issue.

1. To keep the road in its current configuration, an option is to purchase land for road right-of-way from the property owner and register a new road plan. Purchase of land from the property owner would result in their parcel becoming non-conforming for length; however, the parcel exceeds the minimum width and area requirements.
2. Alternatively, the Village could remove the portion of road encroaching upon said property and restore the property accordingly. The road is currently located within the right-of-way for a lane, which is only 20 feet in width – depending on the type and number of vehicles using the lane access, removal and restoration to a lane width may not be the most feasible option.
3. The Village could remove the road in its entirety, restore the property, and fence the southern boundary of Lot 6, Block 23, Plan 2565U, restricting access to and from Lot 6 from 6th Street only.

If the Village would like to obtain additional right-of-way for the road on the south side of Lot 6, Block 23, Plan 2565U, in conjunction with the 501 1st Avenue issue, negotiation for the purchase of the land from the property owner would need to be undertaken by the Village in accordance with the MGA and the road plan would be expanded to include the additional right-of-way.

Purchase of road right-of-way and registration of a road plan will require the services of a surveyor as a road plan must be registered with Land Titles for the additional right-of-way. There is a specific process which must be followed as prescribed in section 62 of the MGA for municipal acquisition of land for roads.

The partial/complete removal and restoration options would also require the services of a surveyor to determine the exact location of the surrounding parcel boundaries and extent of the lane right-of-way.

RISKS/CONSEQUENCES

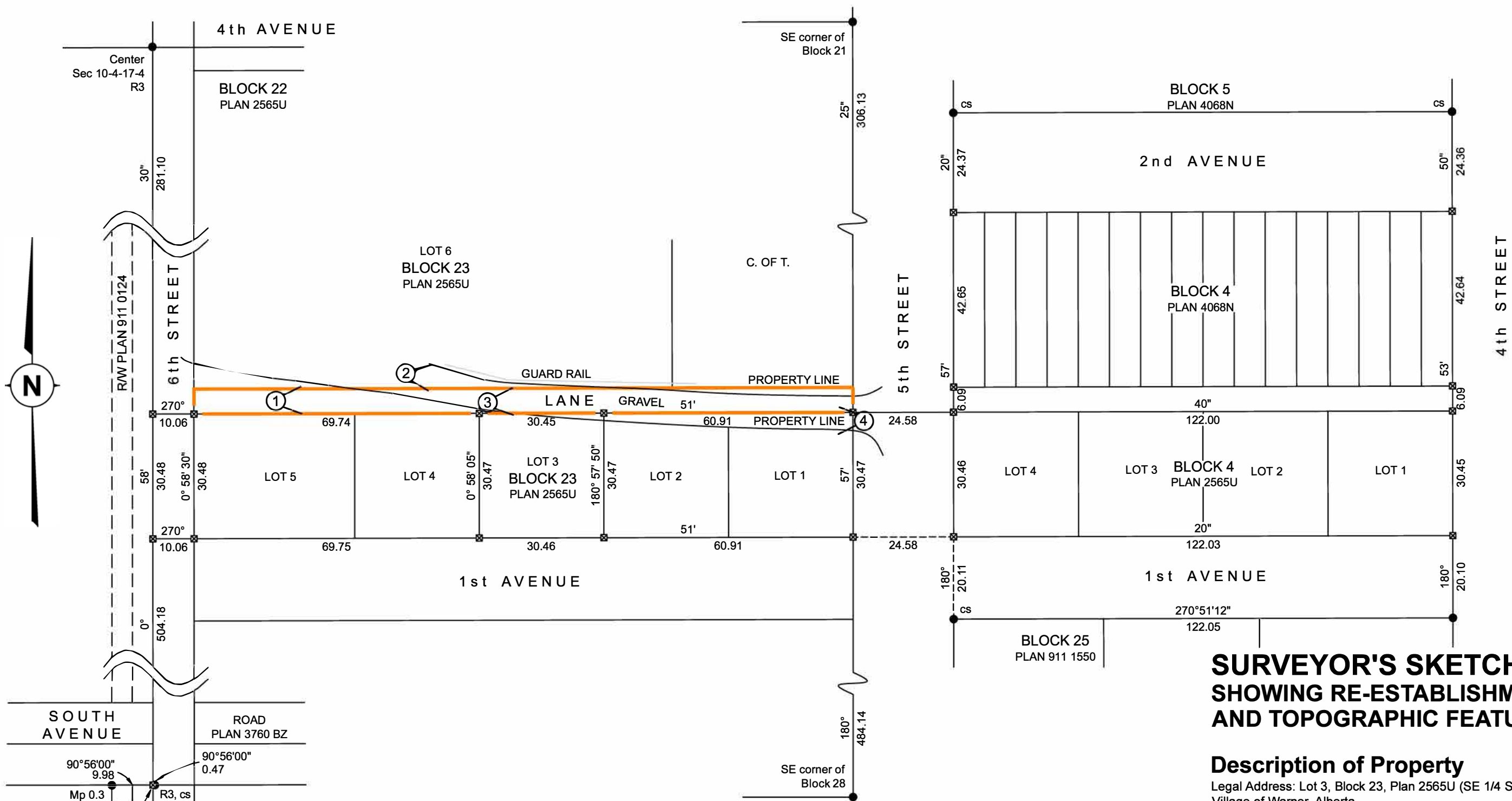
1. Council may provide further direction on the policy. Council shall be specific in the direction it provides.



Request for Decision Lot 2, Block 23, Plan 2565U Encroachment

FINANCIAL CONSIDERATIONS
2023 Budget

ATTACHMENTS
1. Site Map
2. Photos



**SURVEYOR'S SKETCH
SHOWING RE-ESTABLISHMENT SURVEY
AND TOPOGRAPHIC FEATURES**

Description of Property

Legal Address: Lot 3, Block 23, Plan 2565U (SE 1/4 Sec.10, Twp. 4, Rge. 17, W. 4M.)
Village of Warner, Alberta
Plan prepared for: Village of Warner
Date(s) of Survey: May 20, 2020 & August 26, 2022
Dated at Raymond, Alberta This September 21, 2022
Certified Correct:

[Signature]

Randall C. Smith, ALS © Copyright, 2022



- Notes**
Distances are in metres and decimals thereof.
Bearings are UTM, derived from GNSS observations.
Distances shown to the building are to the greatest extent of the building and perpendicular to the property boundary.
Lands dealt with by this plan shown thus:
Statutory Iron Post found shown thus:
Calculated positions shown thus:
Page 3 photograph locations shown thus: ②



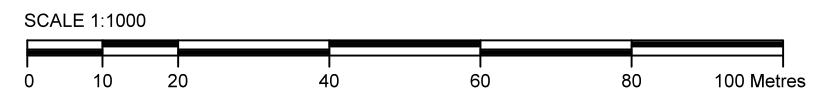
WBES.CA - p:403.752.0180
43 N. Broadway, Box 150,
Raymond, AB T0K 2S0

File: 22189Vow
22189Vow_Sketch.dwg
SCALE = 1:1000
DATE: September 21, 2022



SURVEYOR'S SKETCH SHOWING RE-ESTABLISHMENT SURVEY AND TOPOGRAPHIC FEATURES

Description of Property
Legal Address: Lot 3, Block 23, Plan 2565U (SE 1/4 Sec.10, Twp. 4, Rge. 17, W. 4M.)
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WBES.CA - p:403.752.0180
43 N. Broadway, Box 150,
Raymond, AB T0K 2S0

File: 22189Vow
22189Vow_Sketch.dwg
SCALE = 1:1000
DATE: September 21, 2022

Date & Time: Fri, Aug 26, 2022, 13:57:18 MDT
Position: 12 N 411737 5459324 (±10.3m)
Altitude: 1024m (±16.0m)
Datum: NORTH AMERICAN 1983, Canada
Azimuth/Bearing: 072° N72E 1280mils True (±13°)
Elevation Angle: +00.0°
Horizon Angle: +01.7°
Zoom: 1.0X
22189Vow



Date & Time: Fri, Aug 26, 2022, 13:58:49 MDT
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Datum: NORTH AMERICAN 1983, Canada
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Elevation Angle: +03.2°
Horizon Angle: +00.6°
Zoom: 1.0X
22189Vow



Date & Time: Fri, Aug 26, 2022, 13:43:49 MDT
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Datum: NORTH AMERICAN 1983, Canada
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22189Vow



Date & Time: Fri, Aug 26, 2022, 13:22:41 MDT
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Altitude: 1011m (±3.0m)
Datum: NORTH AMERICAN 1983, Canada
Azimuth/Bearing: 289° N71W 5138mils True (±14°)
Elevation Angle: +02.0°
Horizon Angle: +01.9°
Zoom: 1.0X
22189Vow





Request for Decision Chinook Arch Regional Library Levy

RECOMMENDATION

That Council approve the Chinook Arch Library Board 2023-2026 Municipal Levy Schedule.

BACKGROUND

Chinook Arch Regional Library System provides a cost-efficient way for municipalities in southwestern Alberta to collaborate with neighbouring communities to ensure that all area residents can experience the life-changing power of public libraries. As a member-driven regional service organization made up of 41 member municipalities, Chinook Arch's mission is to support thriving libraries and thriving communities.

Chinook Arch is primarily funded through a per capita member levy that is set by the Chinook Arch Library Board. Any proposed increase to the member levy must be approved by 2/3 of member councils representing 2/3 of the total member population (27 councils representing 138,075 residents).

The proposed 2023-2026 Levy Schedule includes modest increases in each of the four years. The Board believes that this proposed schedule will allow Chinook Arch to continue to support its member libraries while addressing rising costs associated with inflation and high energy prices. Thanks to the 5% levy reduction Chinook Arch instituted in 2021, the proposed 2023-2026 levies are lower than 2019-2022 levies that were approved by councils in 2018.

The following chart shows the 2023-2026 Municipal Levy Schedule, with proposed increases listed in dollars and percentages:

Year	Proposed Municipal Levy	Annual Increase (\$)	Annual Increase (%)	Library Board Fee	Total Proposed Levy	Total Levy Annual Increase
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2024	\$ 8.09	\$ 0.16	2.02%	\$ 3.57	\$ 11.66	1.39%
2025	\$ 8.22	\$ 0.13	1.61%	\$ 3.57	\$ 11.79	1.11%
2026	\$ 8.32	\$ 0.10	1.22%	\$ 3.57	\$ 11.89	0.85%

RISKS/CONSEQUENCES

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

ATTACHMENTS

Letter

Memo

September 12, 2022

To: Village of Warner Mayor and Council

From: Vic Mensch, Chair of the Chinook Arch Library Board

Re: Chinook Arch Library Board 2023-2026 Budget and Member Levy

Chinook Arch Regional Library System provides a cost-efficient way for municipalities in southwestern Alberta to collaborate with neighbouring communities to ensure that all area residents can experience the life-changing power of public libraries. As a member-driven regional service organization made up of 41 member municipalities, Chinook Arch's mission is to support thriving libraries and thriving communities. We are excited about our 2023-2026 Plan of Service (see attached) and what it means for libraries and library users in your area!

Chinook Arch is primarily funded through a per capita member levy that is set by the Chinook Arch Library Board. Any proposed increase to the member levy must be approved by 2/3 of member councils representing 2/3 of the total member population (27 councils representing 138,075 residents).

The proposed 2023-2026 Levy Schedule includes modest increases in each of the four years. The Board believes that this proposed schedule will allow Chinook Arch to continue to support its member libraries while addressing rising costs associated with inflation and high energy prices. Thanks to the 5% levy reduction Chinook Arch instituted in 2021, the proposed 2023-2026 levies are lower than 2019-2022 levies that were approved by councils in 2018.

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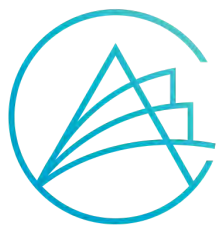
We respectfully request that your council pass a resolution on the proposed 2023-2026 Municipal Levy Schedule. Kindly forward a copy of the council resolution to Chinook Arch.

Proposed resolution:

"The (Name of Municipality) approves the Chinook Arch Library Board 2023-2026 Municipal Levy Schedule."

Chinook Arch CEO Robin Hepher would be pleased to attend a council meeting to answer questions about the plan of service, budget, and member levy. To arrange a presentation, please phone 403-380-1500 or email arch@chinookarch.ca

(encl.)



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

PLAN OF SERVICE

2023 - 2026

PLAN OF SERVICE THEMES

1 Getting Butts Back in the Library

2 Programming/Programming Support

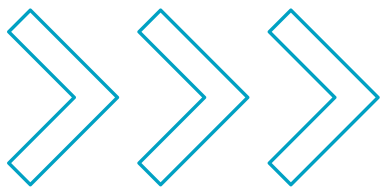
3 Community Outreach

4 Technology Support

5 Language Learning/Serving Immigrant Communities



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM



Getting Butts Back in the Library



Identified Need

In the wake of the COVID-19 pandemic, attendance at libraries is still recovering. Other challenges persist, including a lack of awareness about the services and programs available at the library.



Key Activities

- Explore the use of targeted marketing (email, social media) to encourage library use by members of the public
- Develop system-wide contests, games, etc. designed to draw people into the library
- Develop customized/curated information packets aimed at specific groups of users (eg. home schoolers) highlighting ways in which the library can make their lives easier
- Explore the creation of a “library of experts” that can deliver in-library programming
- Explore ways to centrally support in-library programming from a funding standpoint, eg. subsidizing mileage and fees of presenters
- Assist libraries with measuring library visits through the provision of the door counters



Output Measures

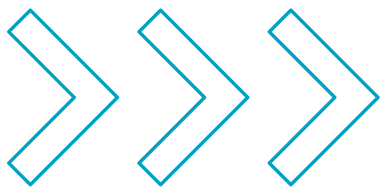
- Library use and attendance as measured by door counters
- Attendance at library programs and events
- Number of events held at libraries
- Turnover rates of specific genres in response to customized recommendations



Impact

- The library is a community hub that provides relevant, high-quality programs and services to visitors
- The library is able to offer consistently high quality programming that meets the needs of its community
- Identified target groups are more likely to access library resources
- Patron reporting that their engagement with library collections, services, and programs is positively impacted by targeted communication





Programming/ Programming Support



Identified Need

Libraries would like to offer more programming, but face many challenges, including: limited resources, marketing and promotion, and more.



Key Activities

- Develop a collection of programming kits that are unique, relevant, fun, and easy for library staff to use
- Explore communication strategies that highlight the library as a potential partner for other organizations that are delivering services in the area
- Develop strategies for sharing/replicating successful programs across the region
- Explore hiring staff to coordinate and/or deliver programming at member libraries



Output Measures

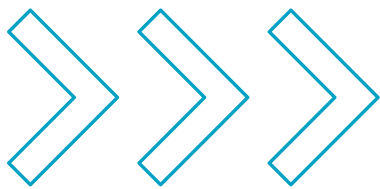
- Number of programming kits created and used by member libraries
- Number of partnerships developed for program delivery
- Number of programs shared across the region
- Number of person hours invested in programming and programming support



Impact

- Member libraries are a destination for engaging and educational programming for a wide range of demographics
- Libraries are seen as a preferred partner for other organizations in the community
- Attendance at library programs increases





Community Outreach



Identified Need

Many members of the community still aren't aware of all that the library has to offer, and some may never enter the library building. How can libraries get out into the community to meet people where they're at?



Key Activities

- Explore the development of "Pop-Up" library kits to allow libraries to offer services off-site
- Develop display units and outreach kits to assist libraries in promoting their services at fairs, markets, meetings, etc.
- Attend inter-agency meetings, etc. to gain awareness of what's happening in communities and to identify potential partners
- Explore directly supporting member libraries in offering community outreach



Output Measures

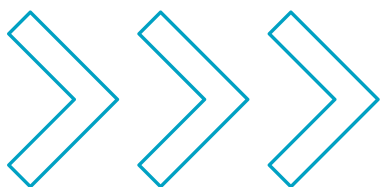
- Use of the "Pop-Up" library kits
- Number of books signed out/memberships created at Pop-Up library events
- Use of the tabletop displays
- Attendance at inter-agency meetings



Impact

- Community members are more aware of the library
- Library services are extended to people who otherwise might not have access





Identified Need

Keeping up with technological change is difficult when funds and resources are limited. Libraries face challenges in maintaining/replacing computers and other IT equipment, and in keeping up with trends in consumer electronics.



Key Activities

- Explore ways to assist libraries with technology replacement
- Explore system-wide implementation of a point of sale system
- Explore system-wide implementation of a “print from mobile device” system
- Explore print management software for in-library use
- Explore strategies for developing digital literacy for seniors and recent immigrants
- Expand Wi-Fi hot spot lending program



Output Measures

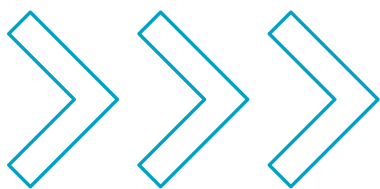
- Number of computers/devices updated annually
- Use of point of sale system
- Use of mobile printing system/print management software
- Number of digital literacy training sessions attended
- Number of Wi-Fi hot spots available/loaned



Impact

- The library offers reliable, fast access to printing and other technologies
- Library technology is current, sustainable, and secure
- Residents feel confident navigating their devices and software
- Residents enjoy more equitable access to the internet and enhanced participation in the digital economy





Language Learning/ Serving Immigrant Communities



Identified Need

Communities are seeing an increase in the number and variety of immigrant populations. Libraries have many services to offer members of immigrant groups, but face challenges in getting the word out and in providing services that are helpful and appropriate.



Key Activities

- Improve online access to resources for English language learners
- Explore the development of shared collections aimed developing literacy
- Explore the development of shared collections for language learning
- Develop lists of resources for recent immigrants
- Provide opportunities for professional development for library staff in the area of serving recent immigrants
- Develop partnerships with community organizations that are working with immigrant populations
- Identify funding sources from governmental and NGO agencies working in the immigrant settlement sector



Output Measures

- Circulation of literacy and language learning collections
- Usage of online language learning resources
- Attendance at professional development sessions
- Partnerships developed



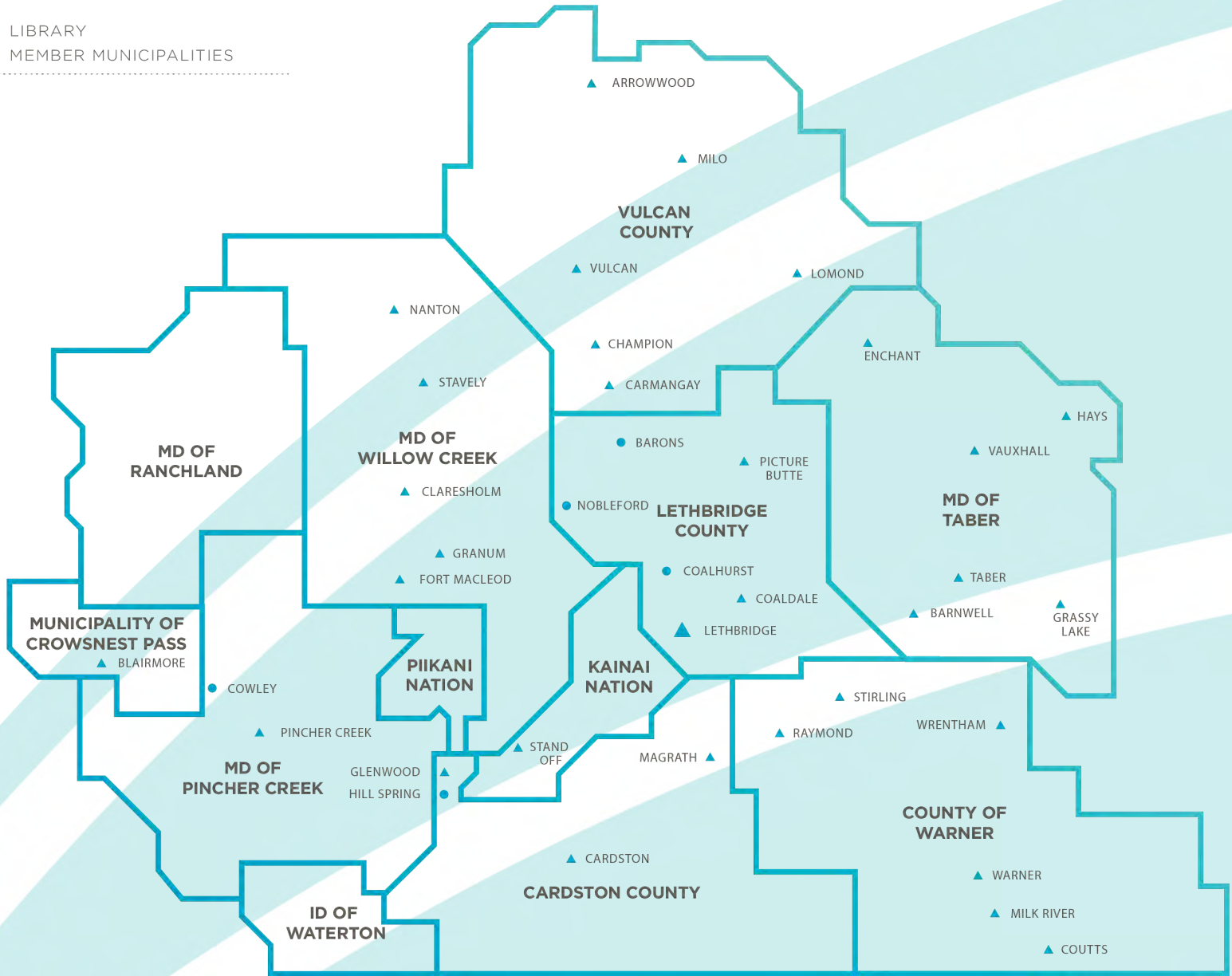
Impact

- The library is a partner with other community organizations supporting recent immigrants
- Recent immigrants use library resources to improve their lives
- Partner organizations and immigrants see the library as a key access point for resources and support



THRIVING LIBRARIES. THRIVING COMMUNITIES.

- ▲ LIBRARY
- MEMBER MUNICIPALITIES



Contact Us

2902 7 Avenue North
Lethbridge, AB T1H 5C6

403-380-1500
arch@chinookarch.ca

www.chinookarch.ca



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

From: [Carolyn Schinkel](#)
To: tlindsay86@hotmail.com; [Jon Hood](#)
Subject: Municipal Council Action Request: Chinook Arch Regional Library System Proposed Levy Schedule
Date: September 16, 2022 11:38:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[Chinook Arch 2023-2026 Budget Memo Village of Warner.pdf](#)
Importance: High

Dear Mayors/Reeves and CAOs of Chinook Arch Regional Library System Member Municipalities:

Please find attached a memo outlining Chinook Arch's proposed levy schedule for the years 2023 – 2026. The proposed levy schedule was approved by the Chinook Arch Library Board at its August 2022 meeting, and will only take effect if it is approved by two thirds of member municipalities representing two thirds of the total service population.

Like many organizations, Chinook Arch has seen cost increases relating to fuel, utilities, and supplies and equipment. Nevertheless, the proposed levy schedule is still \$0.09 per capita lower than the 2019-2022 levy schedule approved by member councils in 2018.

On behalf of the Chinook Arch Library Board, I respectfully request that your council consider the proposed levy schedule as soon as is practicable, and pass a motion stating whether or not it is acceptable to you. Please advise us of your decision at your earliest convenience.

Chinook Arch CEO Robin Hepher is available to answer any questions that your council may have about the proposed levy schedule. To arrange for him to speak to your council, please contact Chinook Arch at 403-380-1500 or email arch@chinookarch.ca.

Sincerely yours,

Carolyn Schinkel

Office Administrator

Office: 403-380-1520 | Fax: 403-380-3550



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM



www.chinookarch.ca

Memo

September 12, 2022

To: Village of Warner Mayor and Council

From: Vic Mensch, Chair of the Chinook Arch Library Board

Re: Chinook Arch Library Board 2023-2026 Budget and Member Levy

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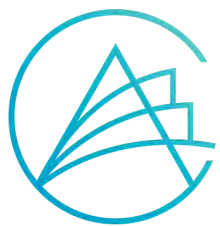
We respectfully request that your council pass a resolution on the proposed 2023-2026 Municipal Levy Schedule. Kindly forward a copy of the council resolution to Chinook Arch.

Proposed resolution:

"The (Name of Municipality) approves the Chinook Arch Library Board 2023-2026 Municipal Levy Schedule."

Chinook Arch CEO Robin Hepher would be pleased to attend a council meeting to answer questions about the plan of service, budget, and member levy. To arrange a presentation, please phone 403-380-1500 or email arch@chinookarch.ca

(encl.)



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

PLAN OF SERVICE

2023 - 2026

PLAN OF SERVICE THEMES

1 Getting Butts Back in the Library

2 Programming/Programming Support

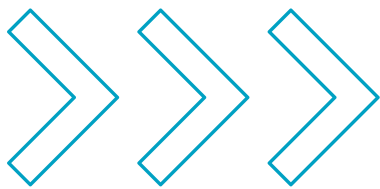
3 Community Outreach

4 Technology Support

5 Language Learning/Serving Immigrant Communities



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM



Getting Butts Back in the Library



Identified Need

In the wake of the COVID-19 pandemic, attendance at libraries is still recovering. Other challenges persist, including a lack of awareness about the services and programs available at the library.



Key Activities

- Explore the use of targeted marketing (email, social media) to encourage library use by members of the public
- Develop system-wide contests, games, etc. designed to draw people into the library
- Develop customized/curated information packets aimed at specific groups of users (eg. home schoolers) highlighting ways in which the library can make their lives easier
- Explore the creation of a “library of experts” that can deliver in-library programming
- Explore ways to centrally support in-library programming from a funding standpoint, eg. subsidizing mileage and fees of presenters
- Assist libraries with measuring library visits through the provision of the door counters



Output Measures

- Library use and attendance as measured by door counters
- Attendance at library programs and events
- Number of events held at libraries
- Turnover rates of specific genres in response to customized recommendations

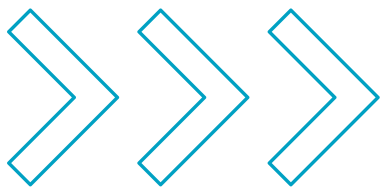


Impact

- The library is a community hub that provides relevant, high-quality programs and services to visitors
- The library is able to offer consistently high quality programming that meets the needs of its community
- Identified target groups are more likely to access library resources
- Patron reporting that their engagement with library collections, services, and programs is positively impacted by targeted communication



2



Programming/ Programming Support



Identified Need

Libraries would like to offer more programming, but face many challenges, including: limited resources, marketing and promotion, and more.



Key Activities

- Develop a collection of programming kits that are unique, relevant, fun, and easy for library staff to use
- Explore communication strategies that highlight the library as a potential partner for other organizations that are delivering services in the area
- Develop strategies for sharing/replicating successful programs across the region
- Explore hiring staff to coordinate and/or deliver programming at member libraries



Output Measures

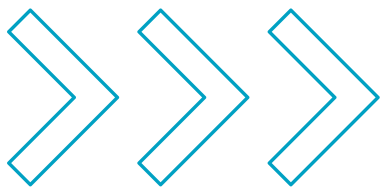
- Number of programming kits created and used by member libraries
- Number of partnerships developed for program delivery
- Number of programs shared across the region
- Number of person hours invested in programming and programming support



Impact

- Member libraries are a destination for engaging and educational programming for a wide range of demographics
- Libraries are seen as a preferred partner for other organizations in the community
- Attendance at library programs increases





Community Outreach



Identified Need

Many members of the community still aren't aware of all that the library has to offer, and some may never enter the library building. How can libraries get out into the community to meet people where they're at?



Key Activities

- Explore the development of "Pop-Up" library kits to allow libraries to offer services off-site
- Develop display units and outreach kits to assist libraries in promoting their services at fairs, markets, meetings, etc.
- Attend inter-agency meetings, etc. to gain awareness of what's happening in communities and to identify potential partners
- Explore directly supporting member libraries in offering community outreach



Output Measures

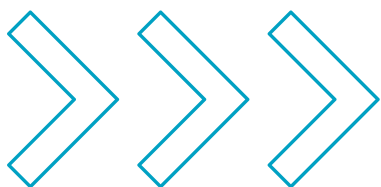
- Use of the "Pop-Up" library kits
- Number of books signed out/memberships created at Pop-Up library events
- Use of the tabletop displays
- Attendance at inter-agency meetings



Impact

- Community members are more aware of the library
- Library services are extended to people who otherwise might not have access





Identified Need

Keeping up with technological change is difficult when funds and resources are limited. Libraries face challenges in maintaining/replacing computers and other IT equipment, and in keeping up with trends in consumer electronics.



Key Activities

- Explore ways to assist libraries with technology replacement
- Explore system-wide implementation of a point of sale system
- Explore system-wide implementation of a “print from mobile device” system
- Explore print management software for in-library use
- Explore strategies for developing digital literacy for seniors and recent immigrants
- Expand Wi-Fi hot spot lending program



Output Measures

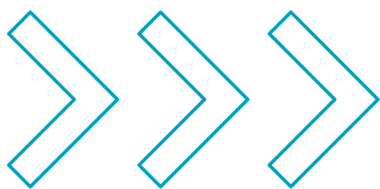
- Number of computers/devices updated annually
- Use of point of sale system
- Use of mobile printing system/print management software
- Number of digital literacy training sessions attended
- Number of Wi-Fi hot spots available/loaned



Impact

- The library offers reliable, fast access to printing and other technologies
- Library technology is current, sustainable, and secure
- Residents feel confident navigating their devices and software
- Residents enjoy more equitable access to the internet and enhanced participation in the digital economy





Language Learning/ Serving Immigrant Communities



Identified Need

Communities are seeing an increase in the number and variety of immigrant populations. Libraries have many services to offer members of immigrant groups, but face challenges in getting the word out and in providing services that are helpful and appropriate.



Key Activities

- Improve online access to resources for English language learners
- Explore the development of shared collections aimed developing literacy
- Explore the development of shared collections for language learning
- Develop lists of resources for recent immigrants
- Provide opportunities for professional development for library staff in the area of serving recent immigrants
- Develop partnerships with community organizations that are working with immigrant populations
- Identify funding sources from governmental and NGO agencies working in the immigrant settlement sector



Output Measures

- Circulation of literacy and language learning collections
- Usage of online language learning resources
- Attendance at professional development sessions
- Partnerships developed



Impact

- The library is a partner with other community organizations supporting recent immigrants
- Recent immigrants use library resources to improve their lives
- Partner organizations and immigrants see the library as a key access point for resources and support



THRIVING COMMUNITIES.



Contact Us

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Lethbridge, AB T1H 5C6

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www.chinookarch.ca



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM



Request for Decision Mitacs Grant Application

RECOMMENDATION

That Council support the County of Warner's application for a regional economic development intern through Mitacs and further commit to XXXXXXXXXX, as part of a regional partnership towards the intern.

LEGISLATIVE AUTHORITY

BACKGROUND

At the Quad meeting on November 23rd, the County of Warner brought forward a proposed regional program related to economic development. Through Mitacs, an intern would be made available to provide research, etc., related to economic development. The request from the County is for each member of the Quad Council to participate through the commitment of dollars. The total committed dollars will dictate how long an intern would be hired to produce an outcome.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Mitacs PowerPoint



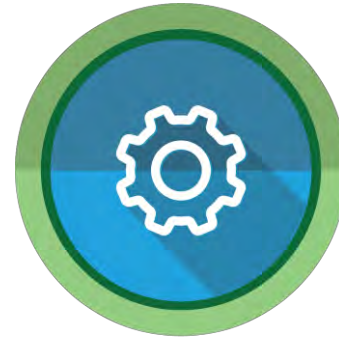
Mitacs

Supporting Canadian
Innovation

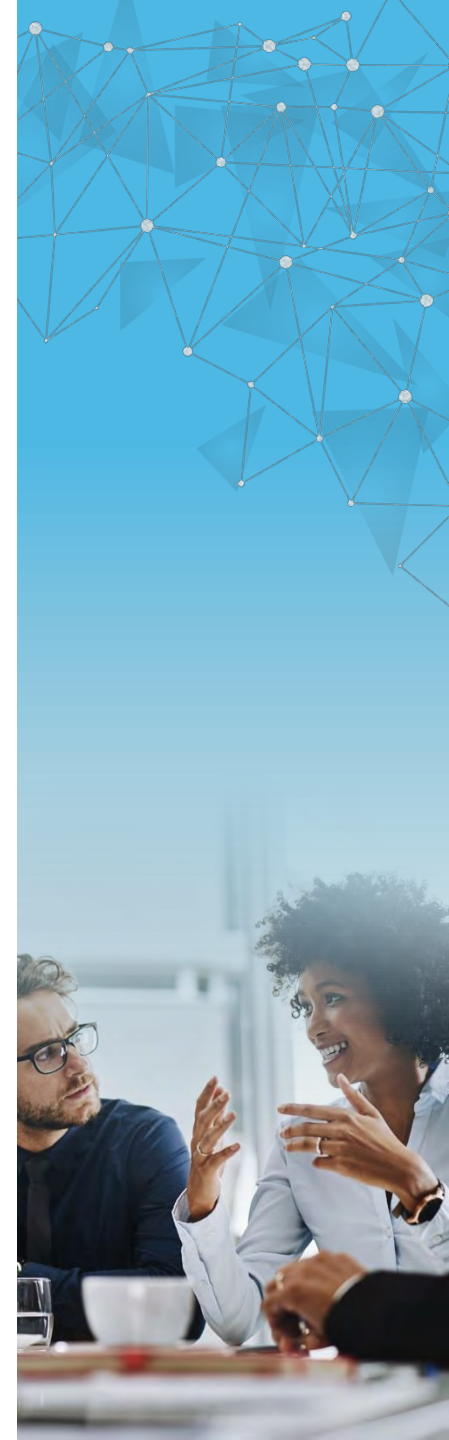
Mitacs makes innovation easy



We are a national, independent, not-for-profit organization that fosters growth and innovation.



We help organizations solve their biggest challenges with project-based solutions from the best post-secondary institutions.



Mitacs has the experience

\$858M

invested in the last 10 years

117

post-secondary partners
in Canada

22 years in operation

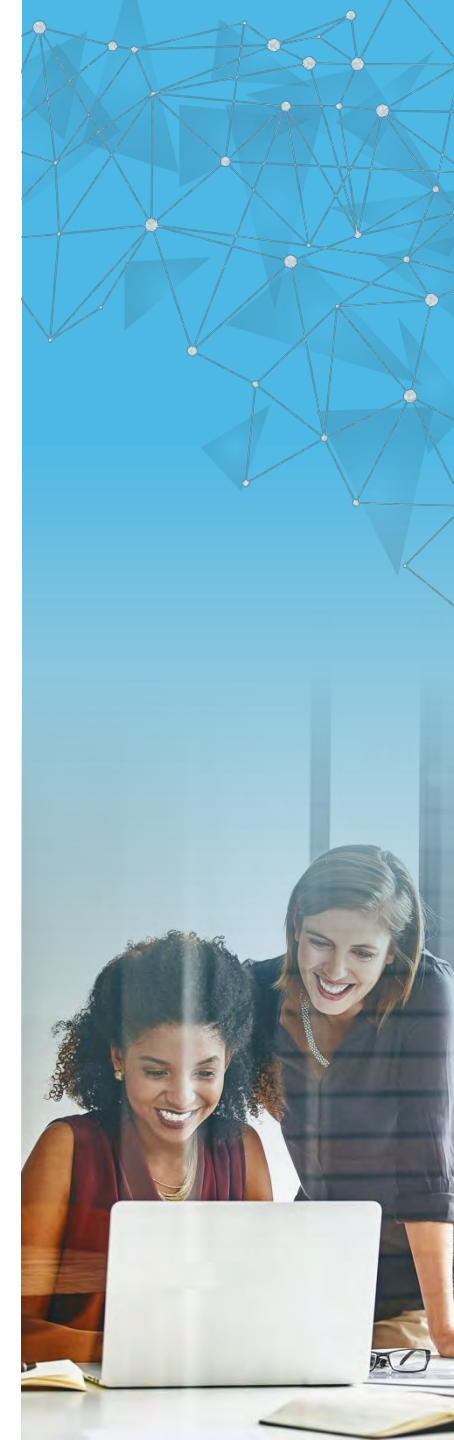
6,800+

company partners

14,000

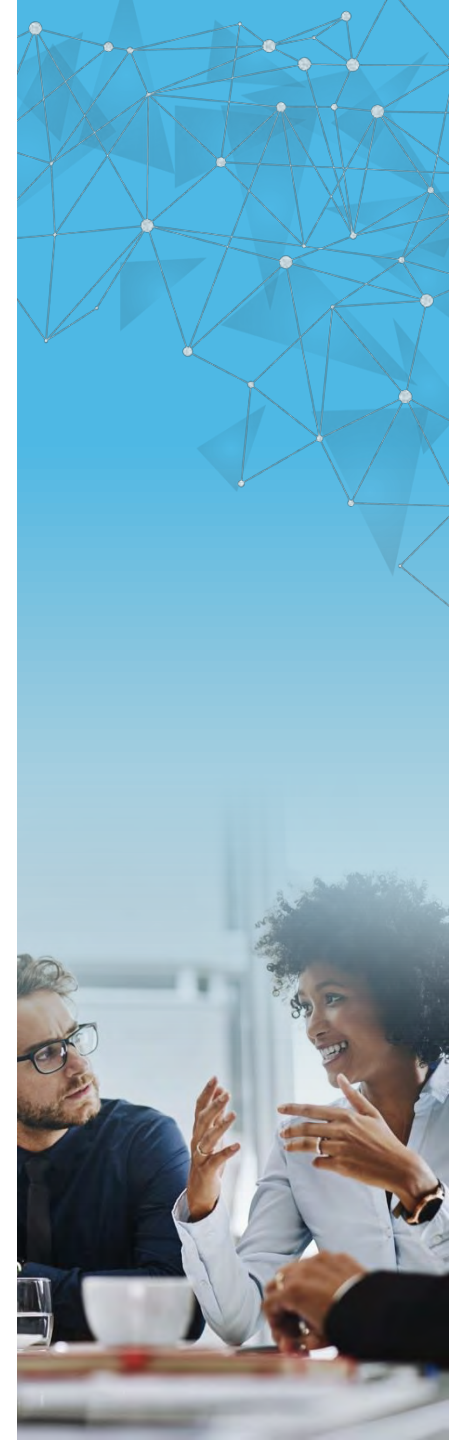
research projects

400+ staff, **30+** offices, **4** regional hubs:
Vancouver | Toronto | Montréal | Ottawa



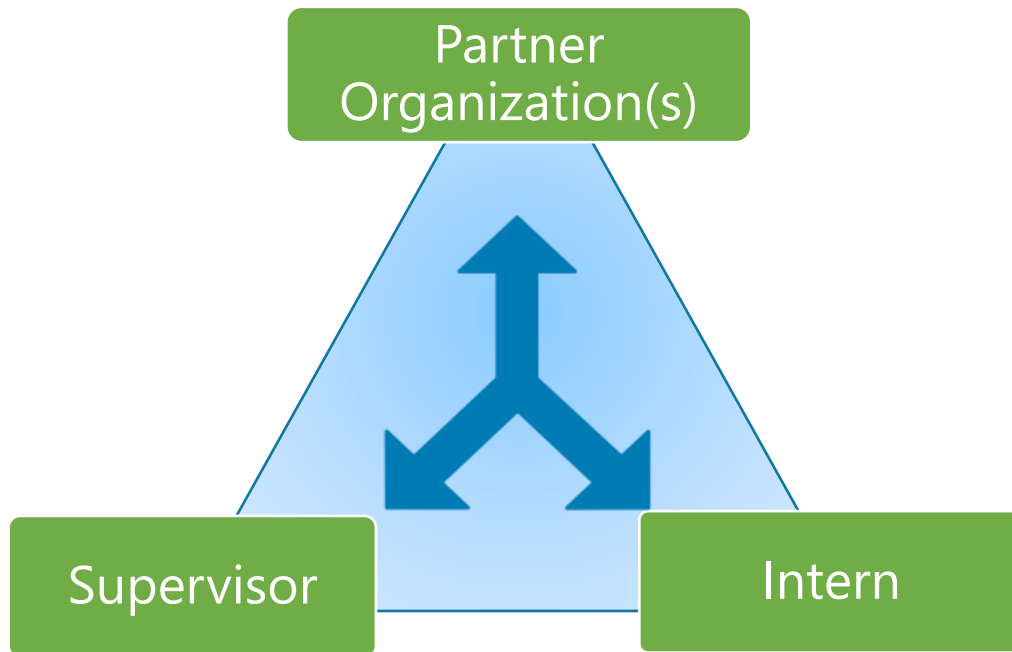
How Mitacs helps you get there

- ✓ Project Based Funding – up to 55% of a project's cost
- ✓ Research expertise: from student to postdoctoral fellows
- ✓ Access to large/real data sets, specialized equipment, etc.
- ✓ Projects are flexible, collaborative, and tailored to fit your specific situation
- ✓ A broad range of flexible programs for communities, projects, and budgets of any size



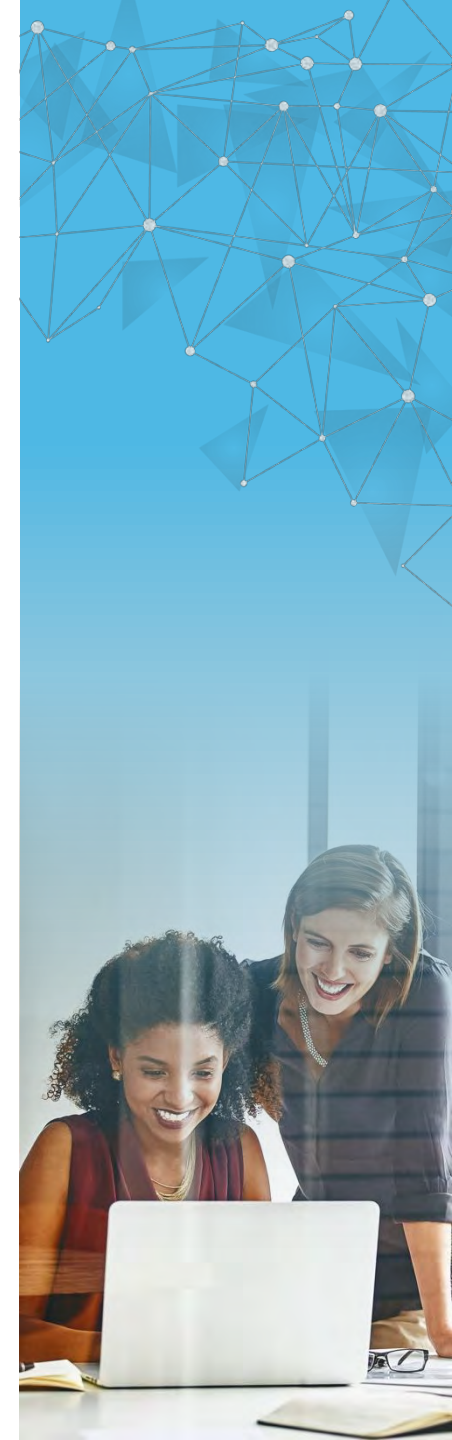
Program Overview

Do you have research or a project that you want to get started on now?



Accelerate
.....
Research Projects

BSI
.....
Innovation Projects



Mitacs Accelerate and BSI

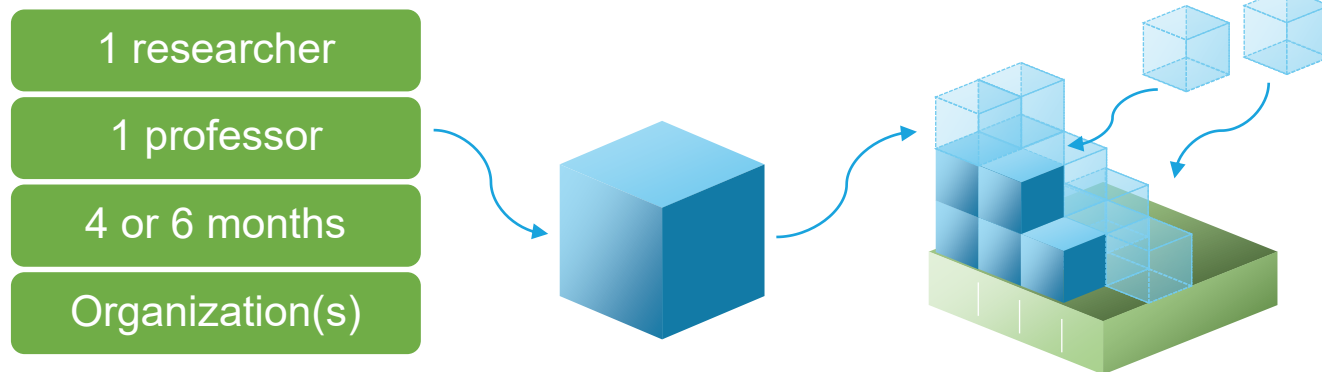


An intern spends a minimum of 4-to-6 months — or **one unit** — on a research and development project

The intern spends a minimum of **25% of their time** at the partner organization site working directly with employees of the partner

Eligible partners include **for-profits, hospitals, municipalities, and non-profits that are not 100% government funded**

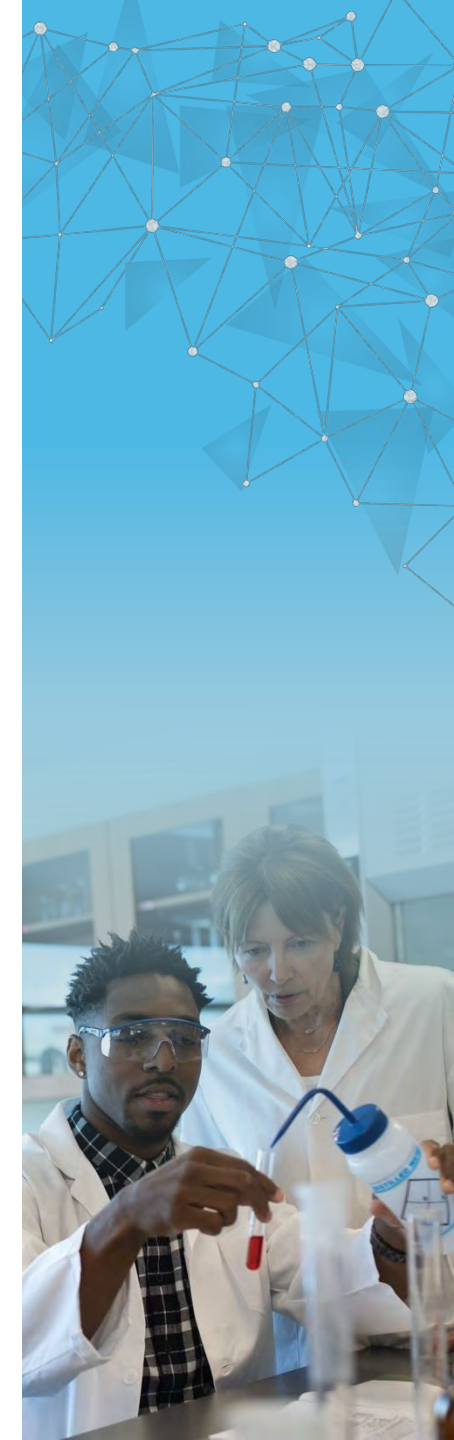
A single module



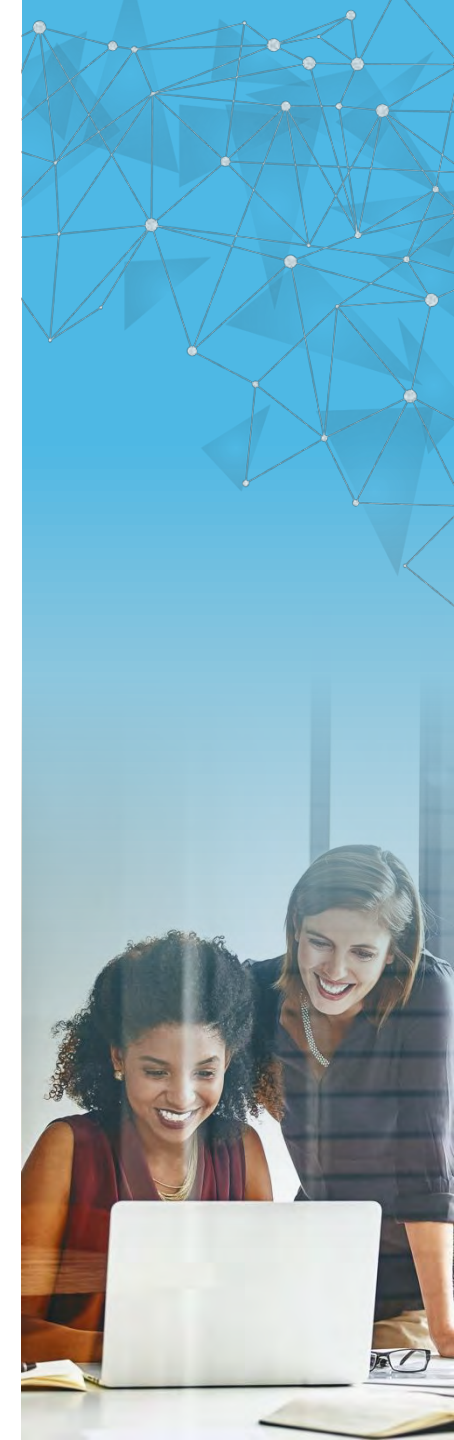
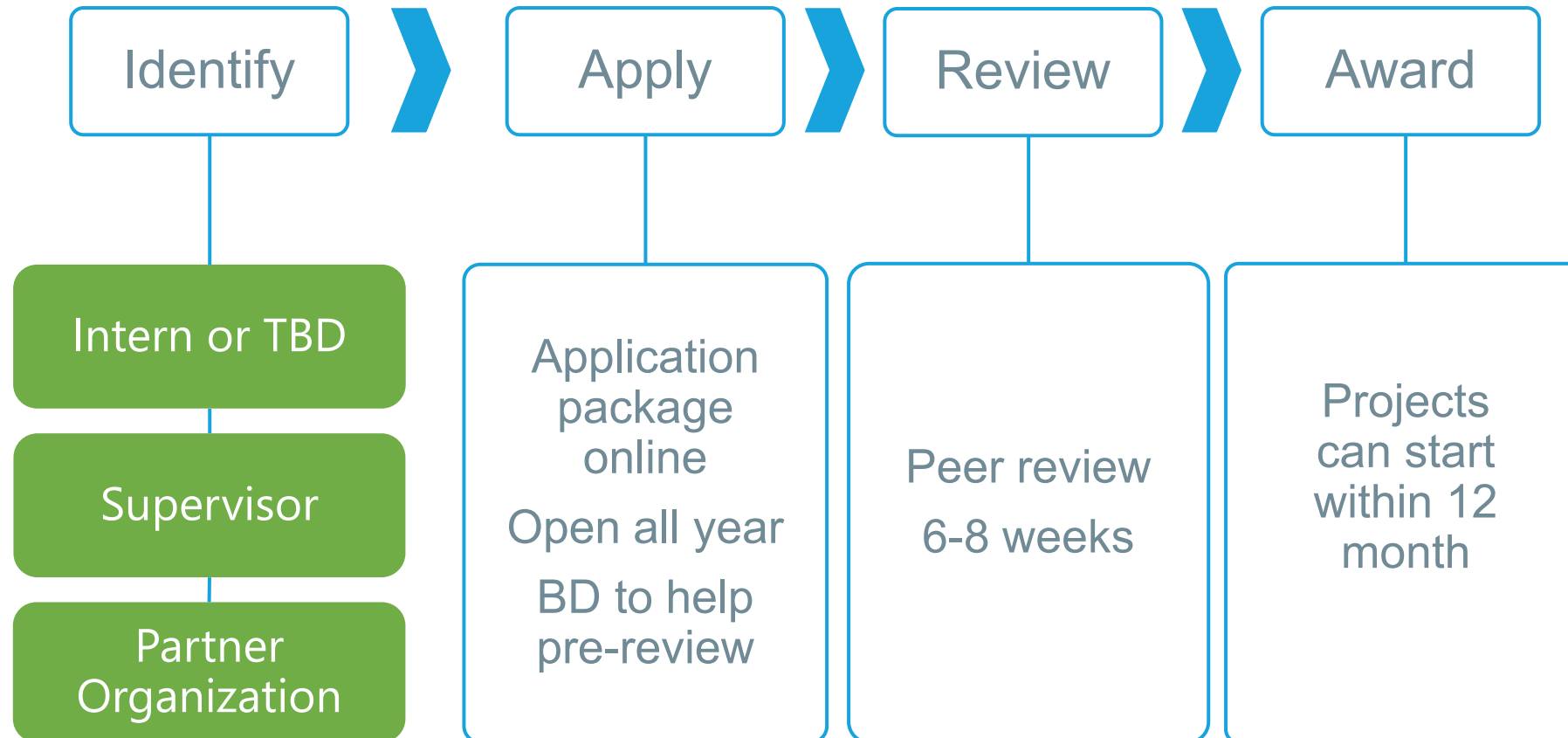
\$15,000
\$7,500 – from
Partner

\$10,000
Minimum Stipend

\$5,000
Project support

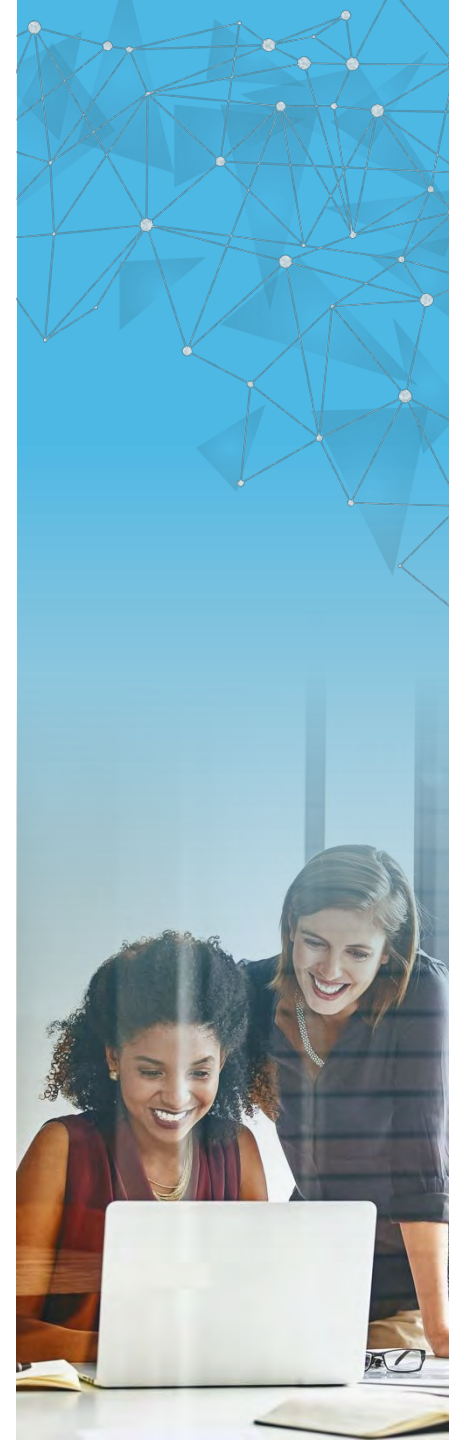


The process



Program Notes

- Must be project based
 - Set end goals and timeline
 - Look for novelty
- Minimum of 4 months long with a \$5000 partner contribution
 - No maximum size
- Can have multiple partner organizations, multiple professors, multiple interns
 - Share benefits of innovation with a group!



Sample Project 1

- **Improving Sidewalks in Saskatoon:**
- Aggregate pop-outs affect a large amount of concrete poured every year within the City of Saskatoon.
- The city partnered with Dr. Boulfiza, a Civil Engineering faculty member from the University of Saskatchewan, to develop of cost-effective remedial techniques for reducing, and possibly eliminating, pop out damage to concrete surfaces that will greatly reduce the need to sidewalk replacement or repair while improving their aesthetics and safety.



Sample Project 2

- [Complex Continuing Care in Rural Hospitals:](#)
- Community hospitals in small towns or rural areas face challenges in delivering health care that will allow elderly members of their community to remain in the community that they helped to build.
- Using simulation modelling, this project between the Listowel Memorial Hospital Foundation and Simon Fraser University developed strategies for delivering complex continuing care in rural hospitals that is closely integrated with long-term care, residential care, and home care services.



Sample Project 3

- Cost effective / safer rural roads:
- Winnipeg-based Cypher Environmental and Dr Mumin, a Geologist at Brandon University, took on the challenge of reducing the dust produced by gravel roads in Northern Manitoba, increasing their stability and safety as well.
- The goal of this project is to provide a low cost and sustainable solution by mixing the aggregate with high amounts of reactive clays and environmentally safe organic catalysts.



Thanks to our funding partners

Canada 

Alberta 

 BRITISH
COLUMBIA

 Research
Manitoba

New Brunswick
Nouveau Brunswick

Newfoundland
Labrador

NOVA SCOTIA

Ontario 

innovationpei

Québec 

Saskatchewan 

Yukon 

Thank you for your interest



- hscott@mitacs.ca



- 403-593-8347



- [@MitacsCanada](https://twitter.com/MitacsCanada)



- [LinkedIn.com/company/Mitacs](https://www.linkedin.com/company/Mitacs)

The Mitacs logo, featuring the word "Mitacs" in a bold, italicized, sans-serif font. The background of the slide features a blue overlay with a network of white lines and dots, and a faint image of a diverse group of people smiling.



Request for Decision 2023 Interim Operating Budget

RECOMMENDATION

That Council approve the 2023 Interim Operating Budget, based on the 2022 approved Operating Budget.

LEGISLATIVE AUTHORITY

Municipal Government Act

Section 242 Adoption of operating budget

- (1) Each council must adopt an operating budget for each calendar year.
- (2) A council may adopt an interim operating budget for part of a calendar year.

Section 243 Contents of operating budget

BACKGROUND

Municipal governments must pass an operating budget prior to December 31st of each year. The proposed interim operating budget for 2023 is based on the 2022 operating budget,

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. 2023 Interim Operating Budget

2022 Operating Budget - Village of Warner

	2021	2022	2022	2023		
	ACTUAL	BUDGET	YTD	INTERIM BUDGET		Explanation
			30-Nov			
Tax Requirement Summary						
0 General Government Services	(496,591)	(462,338)	(502,771)	(462,338)		
11 Council	8,971	29,200	29,682	29,200		
12 Finance / Administration	214,478	165,006	660,840	165,006		
23 Fire Services	39,974	48,230	(10,431)	48,230		
26 Municipal Enforcement	26,120	24,824	24,812	24,824		
32 Roads	216,495	126,230	158,663	126,230		
33 Airport	10,530	(4,200)	(8,004)	(4,200)		
41 Water	22,965	32,000	168,452	32,000		
42 Wastewater	54,953	(500)	(24,628)	(500)		
43 Solid Waste	(3,758)	1,630	869	1,630		
61 Planning & Development	13,249	(400)	17,384	(400)		
72 Recreation Administration	(46,303)	(12,600)	5,193	(12,600)		
74 Civic Centre	74,181	52,918	36,614	52,918		
Operating (Surplus) Deficit	135,265	-	556,675	-		
General Government Services	(578,942)	(545,519)	(565,704)	(545,519)		
Council	-	-	-	-		
Finance	(184,381)	(141,714)	(97,316)	(141,714)		
Fire Services	(84,747)	(18,000)	(65,179)	(18,000)		
Municipal Enforcement	(1,379)	(2,500)	(5,612)	(2,500)		
Roads	(5,372)	(31,300)	(7,098)	(31,300)		
Airport	(6,700)	(8,700)	(8,383)	(8,700)		
Water	(202,512)	(201,200)	(224,502)	(201,200)		
Wastewater	(39,796)	(32,500)	(25,108)	(32,500)		
Solid Waste	(52,450)	(52,580)	(43,385)	(52,580)		
Planning & Development	(2,219)	(14,500)	(190)	(14,500)		
Recreation Administration	(50,924)	(15,000)	-	(15,000)		
Civic Centre	(26,681)	(58,150)	(37,622)	(58,150)		
Total Revenues	(1,236,102)	(1,121,663)	(1,080,098)	(1,121,663)		
General Government Services	82,351	83,181	62,934	83,181		
Council	8,971	29,200	29,682	29,200		
Finance	398,860	306,720	758,156	306,720		
Fire Services	124,720	66,230	54,748	66,230		
Municipal Enforcement	27,500	27,324	30,424	27,324		
Roads	221,867	157,530	165,761	157,530		
Airport	17,230	4,500	379	4,500		
Water	225,478	233,200	392,954	233,200		
Wastewater	94,748	32,000	479	32,000		
Solid Waste	48,691	54,210	44,254	54,210		
Planning & Development	15,468	14,100	17,574	14,100		
Recreation Administration	4,621	2,400	5,193	2,400		
Civic Centre	100,862	111,068	74,235	111,068		
Total Expenditures	1,371,366	1,121,663	1,636,773	1,121,663		

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
GENERAL GOVERNMENT REVENUE						
1-00-00-00-00-110	REAL PROPERTY TAX	(407,026)	(396,388.00)	(410,645)	(396,388.00)	
1-00-00-00-00-111	PROPERTY TAXES FROM SHARED AGREEMENTS	-	-	-	-	
1-00-00-00-00-115	REQUISITION - ASFF	(70,571)	(74,778)	(74,778)	(74,778)	
1-00-00-00-00-116	REQUISITION - SENIORS	(9,653)	(8,404)	(8,404)	(8,404)	
1-00-00-00-00-121	LINEAR PROPERTY TAX	(32)	(32)	(33)	(32)	
1-00-00-00-00-250	LAND RENTAL REVENUE	(13,681)	(7,200)	(19,960)	(7,200)	
1-00-00-00-00-510	PENALTIES ON TAXES	(23,757)	(6,500)	332	(6,500)	
1-00-00-00-00-745	GRANTS - MSI OPERATING	(52,217)	(52,217)	(52,217)	(52,217)	
1-00-00-00-00-755	GRANTS - PROVINCIAL	(2,000)	-	-	-	
1-00-00-00-00-756	GRANTS - MSP	-	-	-	-	
1-00-00-00-00-765	GRANTS - SOLAR REBATES	-	-	-	-	
1-11-00-00-00-410	SALE OF SUPPLIES	(5)	-	-	-	
	TRANSFER FROM RESERVES	-	-	-	-	
	TOTAL REVENUE	(578,942)	(545,519)	(565,704)	(545,519)	-
GENERAL GOVERNMENT EXPENSES						
2-00-00-00-00-270	ALBERTA SCHOOL FOUNDATION FUND	72,706	74,777	54,529	74,777	
2-00-00-00-00-271	SENIORS HOUSING	9,644	8,404	8,404	8,404	
	TRANSFER TO RESERVES	-	-	-	-	
	TOTAL EXPENSES	82,351	83,181	62,934	83,181	-
	NET	(496,591)	(462,338)	(502,771)	(462,338)	-

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
COUNCIL REVENUE						
	PROVINCIAL GRANT	-	-	-	-	
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	
	TOTAL REVENUE	-	-	-	-	
COUNCILLOR EXPENSES						
2-11-00-00-00-110	WAGES	17,890	19,200	16,089	19,200	
2-11-00-00-00-131	ER.C. - COUNCIL	75	100	133	100	
2-11-00-00-00-152	CONVENTIONS AND TRAVEL	2,343	2,500	1,527	2,500	
2-11-00-00-00-211	MEMBERSHIPS	699	1,500	1,577	1,500	
2-11-00-00-00-230	LEGAL/AUDIT	-	1,000	4,308	1,000	
2-11-00-00-00-274	INSURANCE	-	150	1,398	150	
2-11-00-00-00-510	GENERAL SUPPLIES	5,423	1,000	-	1,000	
2-11-00-00-00-770	DONATIONS	3,548	3,750	4,650	3,750	
	TRANSFER TO RESERVES	-	-	-	-	
	TOTAL EXPENSES	8,971	29,200	29,682	29,200	
	NET	8,971	29,200	29,682	29,200	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023
		Actual	Budget	YTD	Interim Budget
	FINANCE / ADMINISTRATION REVENUE			30-Nov-22	
1-12-00-00-00-410	TAX CERTIFICATES	(1,140)	-	(710)	-
1-12-00-00-00-525	ANIMAL TAGS	(1,214)	-	-	-
1-12-00-00-00-530	TRAFFIC FINES (use 1-26-530)	(817)	-	-	-
1-12-00-00-00-550	INTEREST	(3,278)	(1,250)	(11,568)	(1,250)
1-12-00-00-00-551	NSF Fees	(135)	(100)	(130)	(100)
1-12-00-00-00-560	RENT	(4,550)	(4,200)	(3,850)	(4,200)
1-12-00-00-00-570	UTILITY INCREASE	(21,330)	-	(19,618)	-
1-12-00-00-00-590	UNCONDITIONAL GRANTS	(120,000)	-	-	-
1-12-00-00-00-591	FRANCHISE FEES	(16,207)	(18,000)	(15,733)	(18,000)
1-12-00-00-00-777	DONATIONS	(7,000)	(4,000)	-	(4,000)
1-12-00-00-00-840	PROVINCIAL CONDITIONAL GRANTS	-	-	-	-
1-12-00-00-00-990	SUSPENSE	(200)	-	(15,859)	-
1-12-00-00-00-193	TAX SHARE AGREEMENT	(8,511)	(7,500)	-	(7,500)
	TRANSFER FROM OPERATING RSRVE	0	-106664	-	-106664
	property sale			(29,728)	
	Sale of Supplies			(121)	
	TOTAL REVENUE	(184,381)	(141,714)	(97,316)	(141,714)
	FINANCE / ADMINISTRATION EXPENSES				
2-12-00-00-00-110	SALARY - GEN GOVT	95,271	70,000	98,891	70,000
2-12-00-00-00-130	ER.C. - GEN GOVT	12,696	12,000	12,745	12,000
2-12-00-00-00-131	EMPLOYER RRSP CONTRIBUTION	4,200	10,000	10,000	10,000
2-12-00-00-00-154	TRAINING	201	500	456	500
2-12-00-00-00-153	TRAVEL & SUBSISTENCE	55	-	47	-
2-12-11-00-00-110	WAGES - ELECTION/CENSUS	1,630.00	-	-	-
2-12-00-00-00-215	FREIGHT & POSTAGE	12,572	5,500	11,647	5,500
2-12-00-00-00-216	TELEPHONE/FAX/INTERNET	13,922	12,000	10,109	12,000
2-12-00-00-00-220	ADVERTISING and MEMBERSHIPS	11,913	11,200	4,217	11,200
2-12-00-00-00-230	LEGAL / AUDIT SUPPORT	17,305	20,000	14,780	20,000
2-12-00-00-00-250	CONTRACTED SERVICES	\$ 83,998	60,000	535,614	60,000
2-12-00-00-00-272	LIBRARY/CARLS REQUISITION	\$ 3,000	5,900	3,040	5,900
2-12-00-00-00-273	FCSS REQUISITION	\$ -	2,930	2,924	2,930
2-12-00-00-00-274	INSURANCE	\$ 82,846	9,400	14,556	9,400
2-12-00-00-00-275	Tax Discount		-	2,783	-
2-12-00-00-00-350	LEASES	\$ 908	3,500	-	3,500
2-12-00-00-00-500	REPAIRS & MAINTENANCE	\$ 130	7,500	-	7,500
2-12-00-00-00-510	GENERAL SUPPLIES AND GOODS	\$ 13,647	7,000	5,847	7,000
2-12-00-00-00-515	BANK SERVICE CHARGES	\$ 574	630	635	630
2-12-00-00-00-516	PENALTIES INCURRED	\$ 1,022	50	197	50
2-12-00-00-00-523	OFFICE EQUIPMENT & FURNISHINGS	\$ -	3,500	3,881	3,500
2-12-00-00-00-540	NATURAL GAS	\$ 3,610	3,750	4,182	3,750
2-12-00-00-00-541	ELECTRICITY	\$ 5,231	5,400	1,414	5,400
2-12-00-00-00-770	GRANTS & MEMBER LOCAL	\$ -	10,000	10,000	10,000
2-12-00-00-00-780	BAD DEBT AR/TAXES	\$ 18,446	8,960	2,987	8,960
2-12-11-00-00-500	OFFICE SUPPLIES (GOODS) ELECTION	\$ 704	-	-	-
2-13-00-00-00-110	MILK RIVER WAGES	\$ 663	33,000	-	33,000
2-13-00-00-00-131	ER.C. - GEN GOVT	\$ -	4,000	-	4,000
2-13-00-00-00-216	MR CAO CELL PHONE	-\$ 1,201	-	(1,201)	-
2-12-00-00-00-700	AMORTIZATION	\$ 14,717	-	-	-
2-12-00-00-00-777	DONATION - MR HOSPITAL	\$ 800	-	-	-
2-12-00-00-00-990	SUSPENSE	\$ -	-	8,405	-
	TOTAL EXPENSES	398,860	306,720	758,156	306,720

2022 Operating Budget - Village of Warner

	NET	214,478	165,006	660,840	165,006	
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2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
FIRE REVENUE						
1-23-00-00-00-410	FIRE DEPARTMENT REVENUE	(84,747)	(18,000)	(56,655)	(18,000)	
1-23-00-00-00-830	DONATION	-	-	(8,524)	-	
1-25-00-00-00-590	AMBULANCE SERVICES - DONATIONS	-	-	-	-	
	PROVINCIAL GRANT	-	-	-	-	
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	
	TOTAL REVENUE	(84,747)	(18,000)	(65,179)	(18,000)	
FIRE EXPENSES						
2-23-00-00-00-154	TRAINING	382.77	4,000.00	-	4,000.00	
2-23-00-00-00-216	Telephone			388		
2-23-00-00-00-274	INSURANCE	-	5,520.00	-	5,520.00	
2-23-00-00-00-522	REPAIRS & MAINT. BUILDING	7,832.59	8,000.00	4,740	8,000.00	
2-23-00-00-00-520	REPAIRS & MAINT. EQUIPMENT	9,265.48	10,000.00	14,436	10,000.00	
2-23-00-00-00-510	DISPATCHING	66,488.88	1,440.00	5,876	1,440.00	
2-23-00-00-00-511	GENERAL SUPPLIES	4,343.66	4,500.00	5,505	4,500.00	
2-23-00-00-00-519	EQUIPMENT PURCHASE	4,378.47	20,000.00	7,314	20,000.00	
2-23-00-00-00-521	FUEL	6,331.61	2,500.00	4,563	2,500.00	
2-23-00-00-00-540	NATURAL GAS	3,851.71	8,770.00	3,960	8,770.00	
2-23-00-00-00-541	ELECTRICITY	2,273.14	1,000.00	7,565	1,000.00	
	TRANSFER TO RESERVES	-	-	-	-	
2-23-00-00-00-700	AMORTIZATION	19,152.24	-	-	-	
2-23-00-00-00-831	INTEREST ON DEBENTURES	419.88	500.00	399	500.00	
	PRINCIPAL ON DEBENTURES	-	-	-	-	
	TRANSFER TO OTHER FUNCTIONS	-	-	-	-	
	TOTAL EXPENSES	124,720	66,230	54,748	66,230	
	NET	39,974	48,230	- 10,431	48,230	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
MUNICIPAL ENFORCEMENT REVENUE						
1-26-00-00-00-525	ANIMAL tags, licenses, fines	-	(500)	(3,210)	(500)	
1-26-00-00-00-530	TRAFFIC FINES	(379)	(1,000)	(2,402)	(1,000)	
1-26-00-00-00-250	BYLAW FINES	(1,000)	(1,000)	-	(1,000)	
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	
	TOTAL REVENUE	(1,379)	(2,500)	(5,612)	(2,500)	
MUNICIPAL ENFORCEMENT EXPENSES						
2-26-00-00-00-250	CONTRACTED SERVICES	18,706	17,500	20,600	17,500	
2-26-00-00-00-275	PROVINCIAL POLICING	8793.5	9,824	9,824	9,824	
2-26-00-00-00-510	SUPPLIES	-	-	-	-	
	TOTAL EXPENSES	27,500	27,324	30,424	27,324	
	NET	26,120	24,824	24,812	24,824	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
ROADS REVENUE						
1-32-00-00-00-250	LEASES	-	-	-	-	
1-32-00-00-00-410	UTILITY FEES - ELECTRICAL	-	(19,800)	-	(19,800)	
1-32-00-00-00-411	GENERAL SERVICES	-	-	-	-	
1-32-00-00-00-510	UTILITY PENALTIES/FEES	-	-	-	-	
1-32-00-00-00-511	SERVICES PROVIDED TO RESIDENTS	(5,324)	(5,000)	(7,098)	(5,000)	
1-32-00-00-00-590	MISC REVENUE	(48)	(6,500)	-	(6,500)	
1-32-00-00-00-840	PROVINCIAL CONDITIONAL GRANTS	-	-	-	-	
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	
	TRANSFER FROM OTHER FUNCTION	-	-	-	-	
	TOTAL REVENUE	(5,372)	(31,300)	(7,098)	(31,300)	
ROAD EXPENSES						
2-32-00-00-00-110	SALARY - PUBLIC WORKS	52,347	37,500	53,700	37,500	
2-32-00-00-00-130	ER.C. - PUBLIC WORKS	8,244	6,000	9,102	6,000	
2-32-00-00-00-211	TRAVEL & SUBSISTENCE	-	1,000	-	1,000	
2-32-00-00-00-215	FREIGHT & POSTAGE	-	-	-	-	
2-32-00-00-00-216	TELEPHONE	-	-	-	-	
2-32-00-00-00-250	CONTRACTED SERVICES	34,166	30,000	6,218	30,000	
2-32-00-00-00-260	RENTALS & LEASES EQUIPMENT	70	1,000	-	1,000	
2-32-00-00-00-274	INSURANCE	-	2,200	-	2,200	
2-32-00-00-00-275	WCB	6,678	6,500	2,595	6,500	
2-32-00-00-00-350	CONTRACTS, LEASES, SAFETY	-	-	7,700	-	
2-32-00-00-00-510	GOODS and SUPPLIES	5,196	2,500	2,414	2,500	
2-32-00-00-00-511	MAINTENANCE MATERIALS	-	20,000	48,182	20,000	
2-32-00-00-00-520	EQUIPMENT PARTS and TOOLS	5,370	2,000	-	2,000	
2-32-00-00-00-521	FUEL/OIL	5,391	4,500	7,134	4,500	
2-32-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	7,866	6,000	166	6,000	
2-32-00-00-00-523	REPAIRS & MAINT. VEHICLES	-	8,900	3,869	8,900	
2-32-00-00-00-530	REPAIRS & MAINT. BUILDING	130	1,500	-	1,500	
2-32-00-00-00-540	NATURAL GAS	1,661	3,450	1,842	3,450	
2-32-00-00-00-541	ELECTRICITY	1,120	2,000	3,063	2,000	
2-32-00-00-00-542	STREET LIGHTS	21,542	22,280	19,597	22,280	
2-32-00-00-00-830	DEBT INTEREST	39	-	-	-	
2-32-00-00-00-831	LOAN INTEREST	191	200	180	200	
	TRANSFER TO CAPITAL	-	-	-	-	
	TRANSFER TO RESERVES	-	-	-	-	
2-32-00-00-00-700	AMORTIZATION	71,855	-	-	-	
	TOTAL EXPENSES	221,867	157,530	165,761	157,530	
	NET	216,495	126,230	158,663	126,230	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
AIRPORT REVENUE						
1-33-00-00-00-560	HANGER LEASES	(6,700)	(1,200)	(3,300)	(1,200)	
	transfer from flying club	-	(5,000)	(5,083)	(5,000)	
	sale of fuel tank	-	(2,500)	-	(2,500)	
	TOTAL REVENUE	(6,700)	(8,700)	(8,383)	(8,700)	
AIRPORT EXPENSES						
2-33-00-00-00-274	INSURANCE	-	2,500	-	2,500	
2-33-00-00-00-510	GOODS and SUPPLIES	-	500	-	500	
	electricity	-	1,500	379	1,500	
	TRANSFER TO RESERVES	-	-	-	-	
2-33-00-00-00-700	AMORTIZATION	17,230	-		-	
	TOTAL EXPENSES	17,230	4,500	379	4,500	
	NET	10,530	(4,200)	(8,004)	(4,200)	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
WATER REVENUE						
1-41-00-00-00-250	WATER SERVICE HOOK UP	-	(3,000)	(2,757)	(3,000)	
1-41-00-00-00-411	WATER SERVICES TO RESIDENTS	-	-		-	
1-41-00-00-00-412	WATER LINE REPYAMENT	(42,120)	(28,000)	(38,948)	(28,000)	
1-41-00-00-00-415	WATER SALES - BULK	(22,411)	(27,700)	(53,572)	(27,700)	
1-41-00-00-00-410	WATER SALES	(136,179)	(141,500)	(127,089)	(141,500)	
1-41-00-00-00-510	PENALTIES ON UTILITIES	(1,802)	(1,000)	(2,136)	(1,000)	
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	
	TRANSFER FROM CAPITAL FUNCTION	-	-	-	-	
	TRANSFER FROM OTHER FUNCTIONS	-	-	-	-	
	TOTAL REVENUE	(202,512)	(201,200)	(224,502)	(201,200)	
WATER EXPENSES						
2-41-00-00-00-110	SALARY - WATER	14,144	32,500	4,656	32,500	
2-41-00-00-00-130	ER.C. - WATER	2,190	5,550	570	5,550	
2-41-00-00-00-211	COURSES, MEALS, TRAVEL	-	500		500	
2-41-00-00-00-215	FREIGHT & POSTAGE	294	500		500	
2-41-00-00-00-220	MEMBERSHIPS	-	125		125	
2-41-00-00-00-230	CONTRACTED SERVICES	100,866	85,000	116,464	85,000	
2-41-00-00-00-250	CONTRACTED PURCHASE & WORK	-	5,000	221,973	5,000	
2-41-00-00-00-260	UTILITY CROSSING	1,876	1,600	220	1,600	
2-41-00-00-00-274	INSURANCE	-	3,800		3,800	
2-41-00-00-00-350	CONTRACT LEASES	-	-		-	
2-41-00-00-00-415	BULK WATER SALES REFUNDS	-	7,408	7,408	7,408	
2-41-00-00-00-510	GENERAL SUPPLIES & GOODS	11,204	5,000		5,000	
2-41-00-00-00-520	EQUIPMENT PARTS & SUPPLIES	-	2,000	5,707	2,000	
2-41-00-00-00-521	FUEL/OIL	-	-	381	-	
2-41-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	1,302	5,000	1,759	5,000	
2-41-00-00-00-531	CHEMICALS & SALT	1,067	10,000	11,880	10,000	
2-41-00-00-00-540	NATURAL GAS	3,615	8,000	4,223	8,000	
2-41-00-00-00-541	ELECTRICITY	5,406	4,300	3,914	4,300	
2-41-00-00-00-830	DEBT INTEREST PAYMENT	19,451	20,000	13,800	20,000	
	TRANSFER TO CAPITAL	-	36,917	-	36,917	
	TRANSFER TO RESERVES	-	-	-	-	
2-41-00-00-00-700	AMORTIZATION	64,062	-	-	-	
	TOTAL EXPENSES	225,478	233,200	392,954	233,200	
	NET	22,965	32,000	168,452	32,000	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
	WASTEWATER REVENUE					
1-42-00-00-00-250	CONTRACTED SERVICES	-	-		-	
1-42-00-00-00-510	PENALTIES AND FEES	-	-		-	
1-42-00-00-00-410	WASTEWATER FEES	(27,235)	(27,500)	(25,108)	(27,500)	
1-42-00-00-00-440	WASTEWATER REPAIRS	(12,561)	(5,000)		(5,000)	
	TRANSFER FROM OPERATING RSRV	-	-		-	
	TOTAL REVENUE	(39,796)	(32,500)	(25,108)	(32,500)	
	WASTEWATER EXPENSES					
2-42-00-00-00-215	FREIGHT & POSTAGE	-	-	-	-	
2-42-00-00-00-250	CONTRACTED SERVICES	46,233	29,000	330	29,000	
2-42-00-00-00-260	RENTALS & LEASES EQUIPMENT	148	1,000	149	1,000	
2-42-00-00-00-274	INSURANCE	-	-	-	-	
2-42-00-00-00-510	GENERAL SUPPLIES & GOODS	140	1,000	-	1,000	
2-42-00-00-00-520	PARTS & SUPPLIES	(1,729)	1,000	-	1,000	
2-42-00-00-00-521	FUEL/OIL	-	-	-	-	
2-42-00-00-00-531	CHEMICALS & SALT	-	-	-	-	
2-42-00-00-00-700	AMORTIZATION	49,956	-	-	-	
	TRANSFER TO OTHER FUNCTION	-	-	-	-	
	TOTAL EXPENSES	94,748	32,000	479	32,000	
	NET	54,953	(500)	(24,628)	(500)	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
SOLID WASTE REVENUE						
1-43-00-00-00-410	GARBAGE FEES	(47,350)	(47,480)	(43,385)	(47,480)	
1-43-00-00-00-840	COUNTY COST SHARE GARBAGE	(5,100)	(5,100)	-	(5,100)	
	TRANSFER FROM OPERATING RSRVE	-		-		
	TOTAL REVENUE	(52,450)	(52,580)	(43,385)	(52,580)	
SOLID WASTE EXPENSES						
2-43-00-00-00-110	SALARY - SOLID WASTE	9,528	5,000	11,625	5,000	
2-43-00-00-00-131	ER.C. - SOLID WASTE	20	750	839	750	
2-43-00-00-00-205	BOARDS & AGENCIES	12,117	12,530	11,723	12,530	
2-43-00-00-00-231	CONTRACTED RECYCLING	2,311	2,500	1,681	2,500	
2-43-00-00-00-250	CONTRACT LABOUR	400	12,500	-	12,500	
2-43-00-00-00-251	CONTRACTED SOLID WASTE PICKUP	19,200	18,600	17,050	18,600	
2-43-00-00-00-274	INSURANCE	-	-	-	-	
2-43-00-00-00-510	GENERAL SUPPLIES & GOODS	2,250	100	-	100	
2-43-00-00-00-521	FUEL / OIL	-	-	-	-	
2-43-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	1,869	1,200	402	1,200	
2-43-00-00-00-541	ELECTRICITY	997	1,030	933	1,030	
	TRANSFER TO CAPITAL	-	-	-	-	
	TRANSFER TO RESERVES	-	-	-	-	
	AMORTIZATION	-	-	-	-	
	TOTAL EXPENSES	48,691	54,210	44,254	54,210	
	NET	(3,758)	1,630	869	1,630	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
	PLANNING REVENUE					
1-61-00-00-00-410	ZONING & DEVELOPMENT PERMITS	(2,219)	(2,500)	(190)	(2,500)	
1-66-00-00-00-464	SUBDIVISION LAND AND DEVELOPMENT SALE OF LAND	-	(12,000)	-	(12,000)	
	FEDERAL GRANT	-		-		
	TOTAL REVENUE	(2,219)	(14,500)	(190)	(14,500)	
	PLANNING EXPENSES					
2-61-00-00-00-110	WAGES - PLANNING & DEV	-	-	-	-	
2-61-00-00-00-131	ER.C - PLANNING & DEVELOPMENT	-	-	-	-	
2-61-00-00-00-230	PLANNING SERVICES	15,368	3,000	17,574	3,000	
2-61-00-00-00-250	CONTRACTED GOODS & SERVICES	-	10,000	-	10,000	
2-61-00-00-00-510	GENERAL SUPPLIES & GOODS	-	-	-	-	
2-61-00-00-00-521	FUEL	-	-	-	-	
2-61-00-00-00-541	ELECTRICITY	-	1,100	-	1,100	
2-66-00-00-00-464	LOT SALE REFUND ON PURCHASED LOT	100	-	-	-	
	TRANSFER TO RESERVES	-	-	-	-	
	TRANSFER TO CAPITAL	-	-	-	-	
	AMMORTIZATION	-	-	-	-	
	TRANSFER TO OTHER FUNCTION	-	-	-	-	
	TOTAL EXPENSES	15,468	14,100	17,574	14,100	
	NET	13,249	(400)	17,384	(400)	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
RECREATION ADMINISTRATION REVENUE						
1-72-00-00-00-850	COUNTY RECREATION GRANT	(50,924)	(15,000)	-	(15,000)	
	TOTAL REVENUE	(50,924)	(15,000)	-	(15,000)	
RECREATION ADMINISTRATION EXPENSES						
2-72-00-00-00-110	SALARY - RECREATION	-	-	335	-	
2-72-00-00-00-131	ER.C. - RECREATION	-	-	18	-	
2-72-00-00-00-153	TRAVEL	-	200	-	200	
2-72-00-00-00-154	TRAINING	-	200	-	200	
2-72-00-00-00-250	CONTRACTED SERVICES	-	-	4,085	-	
2-72-00-00-00-510	GENERAL SUPPLIES	-	1,000	755	1,000	
2-72-00-00-00-541	ELECTRICITY	1,052	1,000	-	1,000	
2-72-00-00-00-700	AMORTIZATION	3,569	-	-	-	
	TOTAL EXPENSES	4,621	2,400	5,193	2,400	
	NET	(46,303)	(12,600)	5,193	(12,600)	

2022 Operating Budget - Village of Warner

		2021	2022	2022	2023	
		Actual	Budget	YTD	Interim Budget	
				30-Nov-22		
CIVIC CENTRE REVENUE						
1-74-00-00-00-400	RINK FEES	(20,571)	(15,000)	(22,564)	(15,000)	
1-74-00-00-00-100	KITCHEN LEASE	(825)	(1,650)	(800)	(1,650)	
1-74-00-00-00-410	KEY FOBS - CIVIC CENTRE	(1,835)	-	(1,230)	-	
1-74-00-00-01-560	GYM MEMBERSHIP FEES	(3,240)	(5,000)	(10,458)	(5,000)	
1-74-00-00-00-570	BOWLING RENTAL& MISC SALES	(209)	(500)	(770)	(500)	
1-74-00-00-00-575	DONATIONS	-	(1,000)	(1,800)	(1,000)	
1-74-00-00-00-850	CONTRIBUTION FROM WARNER COUNTY	-	(35,000)	-	(35,000)	
	TRANSFER FROM RESERVES	-	-	-	-	
	TRANSFER FROM OTHER FUNCTIONS	-	-	-	-	
	TOTAL REVENUE	(26,681)	(58,150)	(37,622)	(58,150)	
CIVIC CENTRE EXPENSES						
2-74-00-00-00-109	LIBRARY	933	1,000	1,537	1,000	
2-74-00-00-00-110	WAGES - CIVIC CENTRE	18,071	16,000	21,846	16,000	
2-74-00-00-00-130	ER.C - CIVIC CENTRE	953	1,000	1,351	1,000	
2-74-00-00-00-211	TRAVEL & TRAINING	-	500	839	500	
2-74-00-00-00-216	TELEPHONE	500	-	-	-	
2-74-00-00-00-220	MEMBERSHIPS	103	200	1,555	200	
2-74-00-00-00-230	CONTRACTED PERSONNEL	2,165	2,200	6,154	2,200	
2-74-00-00-00-250	REPAIRS & MAINT. PURCHASED	150	7,500	-	7,500	
2-74-00-00-00-274	INSURANCE	-	28,000	-	28,000	
2-74-00-00-00-350	CONTRACTED SERVICES	13,020	10,000	8,484	10,000	
2-74-00-00-00-510	GENERAL SUPPLIES & GOODS	8,382	4,140	5,084	4,140	
2-74-00-00-00-520	REPAIRS & MAINT EQUIPMENT	481	4,000	4,880	4,000	
2-74-00-00-00-521	FUEL / OIL	0	1,250	-	1,250	
2-74-00-00-00-522	REPAIRS & MAINT. BUILDING	880	3,500	3,309	3,500	
2-74-00-00-00-540	NATURAL GAS	6,614	6,900	8,279	6,900	
2-74-00-00-00-541	ELECTRICITY	17,564	8,000	7,296	8,000	
2-74-00-00-01-831	SOLAR PANEL DEBENTURE	4,462	16,878	3,621	16,878	
	TRANSFER TO CAPITAL	-	-	-	-	
	TRANSFER TO RESERVES	-	-	-	-	
2-74-00-00-00-700	AMORTIZATION	26,585	-	-	-	
	TOTAL EXPENSES	100,862	111,068	74,235	111,068	
	NET	74,181	52,918	36,614	52,918	



Request for Decision Auditor Appointment

RECOMMENDATION

That Council appoint the Mercer Wilde Group as the Village of Warner's auditor for the 2022 financial year.

LEGISLATIVE AUTHORITY

Municipal Government Act Section 280(1)

Each council must appoint one or more auditors the municipality.

BACKGROUND

The Mercer Wilde Group has been the Village of Warner's auditor since 2014. This request for decision is to appoint the Group for the 2022 financial year.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None



Request for Decision Auditor Appointment

RECOMMENDATION

That Council appoint Benchmark Assessment Consultants Inc. as the Village of Warner's designated municipal assessor.

LEGISLATIVE AUTHORITY

Municipal Government Act Section 284(1)

A municipality must appoint a person having the qualifications set out in the regulations to the position of designated officer to carry out the functions, duties and powers of a municipal assessor under this Act.

BACKGROUND

Benchmark Assessment Consultants Inc. have been the Village of Warner's municipal assessor for many years.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None



Request for Decision Alberta Community Partnership

RECOMMENDATION

That the Village of Warner supports the Town of Milk River's (managing partner) submission of a 2022/23 Alberta Community Partnership grant application in support of the Regional Water Study project. There is no matching contribution required.

LEGISLATIVE AUTHORITY

BACKGROUND

As previously discussed at the Quad Council meeting on November 23rd, an application regarding the Region Water Study project in the amount of \$200,000 would be submitted to the Alberta Community Partnership funding program. This grant would allow for a more comprehensive study to update preliminary documents surrounding a regional water line, completed in 2020.

Support letters to compliment this funding submission have been requested from the Village of Coutts, the Village of Warner, and the County of Warner #5.

An application to the Water for Life program has also been submitted to Alberta Transportation for the possibility to have the Region Potable Water project funded.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

None



Request for Decision Policy 201: Signing Authority

RECOMMENDATION

That Council approve Council Policy 201: Signing Authority as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act

Division 3: Duties, Titles and Oaths of Councillors

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

Part 6: Municipal Organization and Administration

Council's principal role in municipal organization

201(1) A council is responsible for

(a) developing and evaluating the policies and programs of the Municipality.

BACKGROUND

As provided for by previous Municipal Inspections and most recently, as per the viability review recommendation and Minister directives, the Village of Warner will develop policies in order to guide staff and to communicate service level expectations to the public.

The signing authority policy is presented to Council to outline signing authority and provide direction to staff for their creation and implementation.

RISKS/CONSEQUENCES

1. Council may provide further direction on the policy. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Council Policy 201: Signing Authority



References:
Municipal Government Act
(Section 213)
Records Management Bylaw

Effective Date: _____

Council Resolution No: _____

POLICY STATEMENT

In accordance with the Municipal Government Act, authority is delegated to sign cheques, Agreements, and other municipal documents to those elected officials and employees in the positions indicated in this policy. Specific signing authorities may be designated in the Municipal Government Act (MGA), and in other various bylaws and council policies.

PURPOSE

The purpose of this policy is to:

- clarify who in the organization may sign or authorize which municipal documents;
- support accountability for financial and non-financial transactions; and
- provide clarity of roles and responsibilities.

SCOPE

This policy applies to signing authority held by Council, the Chief Administrative Officer, and designates.

DEFINITIONS

Agreement(s) means a document, intended to be enforceable by law, that records an arrangement between the Village and one or more other parties to perform a course of action, and includes Agreements, contracts, memorandums of understanding, and settlements.

Negotiable Instrument(s) means a legal document that is payable to the bearer.

RESPONSIBILITIES

Responsibility for the implementation of this policy will be the Chief Administrative Officer (CAO) and/or designate.

STANDARDS

1. Unless specified elsewhere in this policy, authority is delegated to a position as opposed to a person.
2. Unless otherwise specified, authority delegated to a position extends to any person acting in the position.



3. Only positions that have been delegated signing authority through this policy, or through further delegation permitted by this policy, may sign municipal documents referenced here.
4. Persons who have been delegated signing authority are responsible for:
 - being aware of and complying with all relevant bylaws, policies, procedures as well as external legislative requirements when exercising delegations;
 - ensuring documents are signed in accordance with this policy, and
 - ensuring the accuracy of the document being signed.

5. Prescribed Authorities

5.1. Corporate Seal

The presence of the Village of Warner corporate seal on any document verifies the signatories are authorized to sign on behalf of the corporation. The corporate seal must be applied by the CAO, and/or designate to any document signed on behalf of the corporation unless otherwise noted in this policy. This authority may be further delegated for specific tasks (i.e., tax certificates, Land Titles documentation). The CAO shall maintain a permanent record of any such delegations.

5.2. Bylaws

Section 213(3) of the MGA requires bylaws be signed as follows:

First Signature	Second Signature	Corporate Seal	Location of Original
Required	Required	Required	Records
Mayor	CAO		

The Mayor's and CAO's signing authority may be delegated to anyone acting in this capacity. The CAO shall maintain a permanent record of any such delegations.

5.3. Policies

Policies are approved by Council motion; no formal signing is required.

5.4. Minutes

Sections 213(1) and (2) of the MGA require that minutes of Council meetings and of Council Committee meetings be signed by the person presiding at the meeting. This signing authority is delegated as follows:

First Signature	Second Signature	Corporate Seal	Location of Original
Required	Required	Not Required	Records
Chair of Meeting	CAO or delegate		



The first signature may not be delegated unless it is impossible for the chair of the meeting to sign the document, in which case it may be delegated only to a Councillor or committee member present at the meeting.

The second signature shall be delegated to the Recording Clerk for the meeting as applicable. The minutes themselves shall serve as a record of any such delegation.

5.5. Negotiable Instruments

Section 213(4) of the MGA requires that Agreements, cheques and other Negotiable Instruments be signed by the Mayor, or by another person authorized by Council to sign them, together with a Designated Officer, or by a Designated Officer acting alone, if so authorized by Council.

5.5.1 Cheques

Authority for signing cheques is as follows, in accordance with Section 213(4) of the MGA and the Chief Administrative Officer Bylaw. This authority may not be further delegated.

First Signature	Second Signature
Chief Administrative Officer	Mayor or in their absence any other member of Council

5.5.2 Contracts and Agreements

The Chief Administrative Officer is authorized to sign and execute all Agreements or contracts made or executed on behalf of the Village of Warner.

Municipal Agreements may include those which go beyond the fiscal year, are either operating or capital, are within the limits of the Council approved annual budget and have prior Council approval to proceed.

The delegation of authority does not preclude the Mayor from providing a second signature on any contract or Agreement.

5.5.3 Other Documents

Authority may be delegated by bylaw or policy allowing other employees of the Village of Warner to sign documents not listed or outlined above.

6.0 Electronic Signatures

Council authorizes the use of printed or lithographed signatures for the signing of cheques, bylaws, minutes and other relevant documents.



Request for Decision 496-05 Property Tax Penalties Bylaw

RECOMMENDATION

If bylaw remains the same:

That Council accept Bylaw 496-05, being the Property Tax Penalties bylaw, be received for information

If there are changes to the bylaw:

That first reading be given to 496-05, being the Property Tax Penalties bylaw.

That second reading be given to Bylaw 496-05, being the Property Tax Penalties bylaw.

That unanimous consent be given for third reading to Bylaw 496-05, being the Property Tax Penalties bylaw.

That the third and final reading be given to Bylaw 496-05, being the Property Tax Penalties bylaw.

LEGISLATIVE AUTHORITY

Municipal Government Act

Division 3: Duties, Titles and Oaths of Councillors

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

Part 6: Municipal Organization and Administration

Council's principal role in municipal organization

201(1) A council is responsible for

(a) developing and evaluating the policies and programs of the Municipality.

BACKGROUND

Bylaw 496-05, being the Property Tax Penalties bylaw, is before Council for consideration of any changes.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Bylaw 496-05 Property Tax Penalties Bylaw

Village of Warner
In the Province of Alberta
By-Law 496-05

Property Tax Penalties

BEING A BY-LAW OF THE VILLAGE OF WARNER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR PENALTIES WITH RESPECT TO NON-PAYMENT OR LATE PAYMENT OF TAXES.

WHEREAS pursuant to the provisions of the Municipal Government Act (Alberta), sections 344, 345 and 346 authorize the Village of Warner to set and impose penalties on all outstanding property taxes assessed by the Village of Warner.

1 DEFINITIONS

- 1.1 “*Council*” shall mean the Council of the Village of Warner;
- 1.2 “*Municipality*” shall mean the Incorporated Village of Warner;
- 1.3 “*Tax*” and “*Taxes*” shall mean all property taxes, and any other taxes lawfully imposed by Council pursuant to the Municipal Government Act (Alberta) or any other statutes of the Province of Alberta;
 - 1.3.1 And will include all past arrears and penalties as part of the current Property Tax levy.
- 1.4 “*Tax Notice*” shall mean the notice sent out by the Municipality outlining all taxable property and businesses shown on the tax roll of that Municipality.

2 PENALTIES

- 2.1 Where any Taxes levied for the current year remain unpaid after the prescribed due date as shown on the Tax Notice, such Taxes are subject to a penalty thereon in the amount of twelve percent (12%) on the entire outstanding balance.
- 2.2 Where on December 31 of the current tax year any Taxes that remain unpaid pursuant to Section 1.1, such unpaid Taxes shall be deemed to be in arrears and shall be in each calendar year subject to a penalty payable in the amount of twelve percent (12%) to be levied on the 1st day of January of the following year.
- 2.3 For the purposes of Sections 1.1 and 1.2, this By-Law shall apply to all past, present and future penalties that have been or will be imposed by the Village of Warner, until such time as Council determines to reassess the rate of penalties.

3 NOTICE

3.1 Notice of assessed penalties will be in writing.

Read a first time this 5th day of December, 2005

Read a second time this 5th day of December, 2005

Read a third and final time this 12th day of January, 2006.



Mayor Dennis Lagler

Deputy Mayor



Request for Decision 523-19 Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure Bylaw

RECOMMENDATION

If bylaw remains the same:

That Council accept Bylaw 523-19, being a bylaw to Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure, be received for information

If there are changes to the bylaw:

That first reading be given to Bylaw 523-19, being a bylaw to Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure.

That second reading be given to Bylaw 523-19, being a bylaw to Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure.

That unanimous consent be given for third reading to Bylaw 523-19, being a bylaw to Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure.

That the third and final reading be given to Bylaw 523-19, being a bylaw to Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure.

LEGISLATIVE AUTHORITY

Municipal Government Act

Division 3: Duties, Titles and Oaths of Councillors

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

Part 6: Municipal Organization and Administration

Council's principal role in municipal organization

201(1) A council is responsible for

(a) developing and evaluating the policies and programs of the Municipality.

BACKGROUND

Bylaw 523-19, being a bylaw to Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure, is before Council for consideration of any changes.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Bylaw 523-19 Regulate and Control the Village's Water, Sewer, Sanitation and Miscellaneous Fee Structure

BYLAW 523-19

**A BYLAW OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA, TO
REGULATE AND CONTROL THE VILLAGE'S WATER, SEWER, SANITATION AND
MISCELLANEOUS FEE STRUCTURE**

WHEREAS:

The Village of Warner, being a Municipal Corporation in the Province of Alberta, owns and operates Water, Sewer and Sanitation systems as public utilities, and

WHEREAS:

The Municipal Government Act R.S.A. 2000 Chapter M-26 and amendments thereto, provides that a Council may pass bylaws for municipal purposes respecting Public Utilities within the Village of Warner

NOW THEREFORE: Council of the Village of Warner, in the Province of Alberta, duly assembled, enacts as follows:

1. Property Owners Responsibility Section 42 - Municipal Government Act

1.1 Utility accounts will not be established by the Village for a person(s) who has an overdue or outstanding utility account with the Village.

1.2 Failure to receive a utility invoice is not considered sufficient reason for non-payment of the account.

2. New Owners

2.1 The property owner is responsible to advise the Village of any sale of property and to provide the contact information of the person or company to whom the property has been sold.

Utility Bylaw 523-19

2.2 An Administration Fee as per Schedule A will be levied to both the seller and the new owner of the property for costs associated with finalizing one account and creating a new account.

3. New Water Meters

3.1 The property owner of a new building must acquire a water meter from the Village. The Village covers the cost of the meter. It is the owner's responsibility to hire and pay a qualified plumber for installation of the meter.

3.2 A Utility Account will be set up immediately, in the owner's name, following the installation of a meter in a new building.

3.3 If the meter needs to be replaced (if not deemed faulty), the property owner is responsible for the cost of a new meter.

4. Water Disconnect and Reconnect

4.1 The owner of a new property may request water shut-off at a fee as per Schedule A to avoid receiving a monthly invoice for an unoccupied building. A fee as per Schedule A will be levied to turn the water back on.

4.2 If an owner of an existing property requests Public Works to physically shut-off the water at the Curb Stop valve, the owner will be levied fees as per Schedule A for both the disconnect and the re-connect.

4.3 Notwithstanding 4.1 and 4.2, if water is disconnected at a vacant dwelling the property owner will continue to be invoiced for garbage, sewer, admin and waterline loan fees.

5. Replacement Water Meters and Meter Readings

5.1 If an existing building requires a replacement water meter for any other reason than a faulty meter, the property owner will be responsible for the cost of the meter.

Utility Bylaw 523-19

5.2 If Public Works is requested to read a water meter for any reason other than change in the utility account, an Administration Fee as per Schedule A will be levied.

5.3 If Public Works is asked to remove and inspect a water meter which is found not faulty, an Administration Fee as per Schedule A will be levied.

6. Overdue Utility Accounts, Outstanding Utility Accounts and Collection

6.1 An interest charge of two percent (2%) per month will be imposed on outstanding accounts payable to the Village of Warner which remain unpaid after thirty (30) days from the date of the billing of the account.

6.2 Pursuant to Section 553(1)(b) of the Municipal Government Act, Overdue Utility Accounts, including those of tenants, which remain unpaid after ninety (90) days may be added to the property owner's taxes (of the same municipal address).

6.3 If a house is being sold, any outstanding utility account balance may be added to the property owner's taxes.

6.4 Pursuant to Section 553(2) of the Municipal Government Act, upon being added to the property owner's tax levy, the outstanding amount is subject to the requirements of the tax bylaw.

7. Sewer Blockages/Issues

Repairs - Water & Sewer:

(a) Frozen water lines - the Village shall assume the full responsibility and costs for any water service line which may be hereinafter frozen between the property line and the street main. Any water line frozen between the property line and the meter shall be the responsibility of the property owner. Any costs incurred by the Village, in thawing frozen lines on behalf of a person, shall be recoverable, subject to penalties, and taxes.

(b) Sewer Blockages

Utility Bylaw 523-19

(i) The owner shall at his or her own cost be responsible for the unplugging or repair of wastewater lines from the sewer main to the building. All work is to be completed to Village specifications, in instances when the Village has installed new wastewater lines from the sewer main to the building , and said installation is found to be faulty or during construction the Village damages the wastewater line to a building, the Village shall incur the costs to repair them.

(ii) Any blockages of the service piping to the sewer main due to foreign material introduced to the service, by the owner/occupant, is the responsibility of the property owner.

(iii) No person other than those authorized by the Village shall make any connection to or shall cut or otherwise tamper in any way with the Village wastewater system

(iv) If the repair of a blockage, which is determined to be the responsibility of the owner, causes any portion of sidewalks, boulevards, curbs, gutters, streets or other Village property to be dug up, disturbed or otherwise changed, it shall be the responsibility of the property owner for the cost of repairing damages.

(v) Costs incurred in determining where and what caused any blockage on the service line, including but not limited to such costs as camera scoping, flushing or de-rooting shall, in the event the owner is found to be responsible, be recoverable from the owner as costs in the same manner as other costs.

(vi) Grease traps of sufficient size and approved design shall be placed on the Waste pipes from hotels, restaurants, laundries and such other places as the Village may direct. Such traps shall be installed prior to any connection to the Village wastewater system.

8. Utility Fees, Payment, Collection

8.1 That monthly rates for Water be adopted as per Schedule A.

8.2 That monthly rates for Sewer, garbage pick-up, administration fee (street lighting) and waterline loan repayment be adopted as per Schedule B.

Utility Bylaw 523-19

- 8.4 Payments of Utility Accounts may be made at the Village Office, Local Banks, online banking or through the pre-authorized payment plan.
- 8.5 If payment is not received within 90 days after the date of mailing, the water service will be turned off and will not be turned on until the account, including arrears, a reconnection fee as specified in Schedule “A” are paid in full. Payment must be in cash or by certified cheque only.

9. Rescind Earlier Utility Bylaws

All previous Bylaws relating to utilities are hereby rescinded.

10. Effective Date

This bylaw shall come into effect on the date of its final passing.

BYLAW 523-19

**A BYLAW OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA,
TO ESTABLISH UTILITY FEES FOR THE VILLAGE OF WARNER**

SCHEDULE A

WATER RATES

Residential: \$ 45.00 minimum for 22.73 cubic meters
 \$ 1.00 per cubic meter overage will apply

Commercial: \$ 65.00 minimum for 34 cubic meters
 \$ 1.00 per cubic meter overage will apply

The following fees may be charged at the Villages discretion

Utility Hook-up Administration Fee:	\$ 25.00
Account Finalization Administration Fee	\$ 25.00
New Building Temporary Disconnect of Water	\$ 50.00
New Building Reconnect	\$ 50.00
Water Shut-off at Curb Stop	\$ 50.00
Turn-on at Curb Stop (Reconnection Fee)	\$ 50.00
Water Meter Inspection When Meter Not Faulty	\$ 50.00
Meter Readings (see Item 5.2)	\$ 30.00

BYLAW 523-19

**A BYLAW OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA,
TO ESTABLISH UTILITY FEES FOR THE VILLAGE OF WARNER**

SCHEDULE B

SEWER RATES

Residential & Commercial: \$ 10.00

GARBAGE RATES

Garbage: \$ 17.00

UTILITY ADMIN FEE

Utility Admin Fee: \$ 7.50

WATERLINE LOAN REPAYMENT FEE

Waterline Loan Repayment Fee: \$ 13.00

Third & final Reading by Village Council - This day of June 19th, 2019

Mayor, Tyler Lindsay

Jon Hood, CAO



Request for Decision 605-21 Property Tax Incentive

RECOMMENDATION

If bylaw remains the same:

That Council accept Bylaw 605-21, being the Property Tax Incentive bylaw, be received for information.

If there are changes to the bylaw:

That first reading be given to Bylaw 605-21, being the Property Tax Incentive Bylaw.

That second reading be given to Bylaw 605-21, being the Property Tax Incentive Bylaw.

That unanimous consent be given for third reading to Bylaw 605-21, being the Property Tax Incentive Bylaw.

That the third and final reading be given to Bylaw 605-21, being the Property Tax Incentive Bylaw.

LEGISLATIVE AUTHORITY

Municipal Government Act

Division 3: Duties, Titles and Oaths of Councillors

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

Part 6: Municipal Organization and Administration

Council's principal role in municipal organization

201(1) A council is responsible for

(a) developing and evaluating the policies and programs of the Municipality.

BACKGROUND

Bylaw 605-21, being the Property Tax Incentive bylaw is before Council for consideration of any changes.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Bylaw 605-21 Property Tax Incentive

**VILLAGE OF WARNER
IN THE PROVINCE OF ALBERTA
BYLAW NO. 605-21**

BEING a bylaw of the Village of Warner in the Province of Alberta to provide for discounts for prepayment of taxes

WHEREAS Section 339 of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 200, current as of April 1, 2018 as amended, a Council may provide by Bylaw incentives for payment of taxes set out in Bylaw, and

WHEREAS, the Council of the Village of Warner deems it desirable to provide for discounts on pre-payments of property taxes.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Village of Warner in the Province of Alberta duly assembled does hereby enact the following:

1 – THE PROPERTY TAX INCENTIVE BYLAW

- A) The Property Tax Incentive Plan is hereby established.
- B) Taxes are to be paid in full prior to February 16th of the current tax year. A discount of four percent (4.0%) shall be allowed on the prepaid portion.
- C) Tax amounts will be based on the previous years property taxes.
- D) Rate payers will be responsible for any actual increase when current taxes levy is established.

READ a **first** time this 18th day of August, 2021.

READ a **second** time this 15th day of September, 2021.

All councillors present unanimously agree to consider third reading

READ a **third** time and finally PASSED this 15th day of September, 2021.

Mayor

Chief Administrative Officer



Request for Decision 609-22 Repealing Bylaw

RECOMMENDATION

That first reading be given to repeal Bylaw 473, being the Intermunicipal Subdivision Development Appeal Board bylaw and Bylaw 487-03, being the Intermunicipal Development Plan.

That second reading be given to repeal Bylaw 473, being the Intermunicipal Subdivision Development Appeal Board bylaw and Bylaw 487-03, being the Intermunicipal Development Plan.

That unanimous consent be given to repeal Bylaw 473, being the Intermunicipal Subdivision Development Appeal Board bylaw and Bylaw 487-03, being the Intermunicipal Development Plan.

That the third and final reading be given to repeal Bylaw 473, being the Intermunicipal Subdivision Development Appeal Board bylaw and Bylaw 487-03, being the Intermunicipal Development Plan.

LEGISLATIVE AUTHORITY

Municipal Government Act

Division 3: Duties, Titles and Oaths of Councillors

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

Part 6: Municipal Organization and Administration

Council's principal role in municipal organization

201(1) A council is responsible for

(a) developing and evaluating the policies and programs of the Municipality.

BACKGROUND

Administration has completed an inventory and review of the Villages bylaws. A workbook has been created that provides a comprehensive historical bylaw listing. Upon the review, the Intermunicipal Development Plan Bylaw 589-19 was passed on March 18, 2020, without repealing Bylaw 487-03. The Chinook Intermunicipal Subdivision and Development Appeal Board Bylaw 594-19 was passed on March 20, 2019, without repealing Bylaw 473.

RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None.



Request for Decision 609-22 Repealing Bylaw

ATTACHMENTS

1. Bylaw 609-22 Repeal Bylaw
2. Bylaw 473 Intermunicipal Subdivision Development Appeal Board
3. Bylaw 487-03 Intermunicipal Development Plan

**VILLAGE OF WARNER
BYLAW 609-22**

A bylaw of the Village of Warner, in the Province of Alberta, pursuant to the provisions in the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta and amendments thereto, to repeal bylaws establishing the Intermunicipal Subdivision Development and Appeal Board and the Intermunicipal Development Plan with the County of Warner.

WHEREAS the Council have determined that of the village bylaws, many are no longer relevant or current and/or have been updated or replaced by other bylaws without any reference to repealing previous bylaws.

NOW, THEREFORE, the Municipal Council of the Village of Warner, in the Province of Alberta, duly assembled, enacts as follows:

repeal the following bylaws

1. **THAT** Bylaw 473, to establish an Intermunicipal Subdivision Development and Appeal Board, and any amendments thereto, is repealed.
2. **THAT** Bylaw 487-03, Intermunicipal Development Plan, and any amendments thereto, is repealed.
3. **THAT** this Bylaw comes into force on the date it is passed.

Read for a first time this _____ day of _____, 2022

Read for a second time this _____ day of _____, 2022

Unanimous consent be given to present for third reading this _____ day of _____, 2022

Read for a third and final time this _____ day of _____, 2022

Tyler Lindsay
Mayor

Kelly Lloyd
Chief Administrative Officer

Signed by the Chief Elected Official and the Chief Administrative Officer this _____ day of _____, 2022.

BY-LAW NO. 473

A BY-LAW OF THE VILLAGE OF COUTTS IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD PURSUANT TO THE MUNICIPAL GOVERNMENT ACT.

WHEREAS, pursuant to the Municipal Government Act, R.S.A. 2000 Chapter M-26, as amended, a municipality must adopt a by-law to establish a Municipal Subdivision and Development Appeal Board;

AND WHEREAS, the Subdivision and Development Appeal Board is authorized to render decisions on appeals resulting from decisions of the Subdivision Authority or the Development Authority in accordance with the provincial land use policies, the subdivision and development regulations, the local land use by-law and statutory plans;

AND WHEREAS, a municipality may enter into an agreement with one or more municipalities to establish an Intermunicipal Subdivision and Development Appeal Board.

NOW THEREFORE, the Municipal Councils of the Town of Milk River and the Village of Coutts and Village of Warner in the Province of Alberta do enact as follows:

1. SHORT TITLE:

This Agreement may be cited as the Intermunicipal Subdivision and Development Appeal Board Establishment By-Law.

2. PURPOSE:

- (1) The purpose of this By-Law is to establish an Intermunicipal Subdivision and Development Appeal Board, in accordance with the Municipal Government Act.
- (2) This By-Law comes into force on the 1st day of January, 2003.

3. DEFINITIONS:

In this By-Law:

- (1) **'Act'** means the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto.
- (2) **'Appellant'** means the person or agency who has served written notice of an appeal on a secretary of the Intermunicipal Subdivision and Development Appeal Board from a decision, order or development permit issued by a Subdivision or Development Authority of one of the parties to the Agreement.
- (3) **'Board'** means the Intermunicipal Subdivision and Development Appeal Board established by the parties to the Agreement pursuant to the Act.
- (4) **'Council'** means the Council of one of the parties to the Agreement.
- (5) **'Development Application'** means an application made in accordance with a Land Use By-Law for the purpose of obtaining a Development Permit.
- (6) **'Development Authority'** means a person or persons appointed by a Council to exercise control over the issuance of Development Permits pursuant to a Land Use By-Law.
- (7) **'Development Permit'** means a document authorizing a development issued pursuant to a Land Use By-Law.
- (8) **'Land Use By-Law'** means a Land Use By-law adopted by one of the parties to the Agreement pursuant to the Municipal Government Act.
- (9) **'Member'** means a member of the Board duly appointed pursuant to this Agreement.
- (10) **'Municipality'** means the Town of Milk River, the Village of Coutts and the Village of Warner.
- (11) **'Municipal Planning Commission'** means a municipal planning commission established

by Council pursuant to the Act.

- (12) **'Secretary'** means a person appointed by a Council to act as secretary of the Board.
- (13) **'Subdivision Authority'** means the person or persons appointed by a Council to exercise subdivision powers and duties on behalf of a municipality.
- (14) **'Statutory Plan'** means:
 - (a) An Intermunicipal Development Plan or a Municipal Development Plan
 - (b) An Area Structure Plan
 - (c) An Area Redevelopment Plan

4. **ESTABLISHMENT OF BOARD**

- (1) The Intermunicipal Subdivision and Development Appeal Board is hereby established.
- (2) The Board shall be composed of not more than six persons who are members of Council. The composition of the Board shall be as follows:

Town of Milk River	2 members
Village of Warner	2 member
Village of Coutts	2 member

They shall be appointed by resolution of the Council for a specified period not to exceed three years.

- (3) A retiring member of the Board may be reappointed for successive terms of office by the Council.
- (4) No person who is appointed to a Development Authority, or Subdivision Authority shall be appointed to the Board.
- (5) Where a member of a Council is appointed as a member of the Board, their appointment shall terminate upon them ceasing to be a member of the Council.
- (6) A person who is a member of the Board who ceases to be a member of the Council and who is otherwise eligible to be appointed to the Board may be reappointed as a member of the Board, upon their appointment terminating pursuant to Subsection (5).
- (7) In the event that a vacancy occurs on the Board, the respective Council shall fill the vacancy within sixty (60) days.
- (8) The Board shall not be disbanded, nor a member of it discharged without just cause.
- (9) The members of the Board shall be entitled to such remuneration, travelling and living expenses as may be fixed from time to time by a Council and the remuneration, travelling and living expenses shall be paid by the municipality from which the appeal originated.

5. **OFFICES OF THE BOARD**

- (1) Prior to each hearing, the members of the Board shall elect one of the members to act as Chairman.
- (2) Each municipality by resolution shall appoint a secretary who shall be an employee of the municipality. The secretary shall attend meetings and hearings of the Board concerning the municipality but shall not vote on any matters before the Board.
- (3) An order, decision, approval, notice or other thing made, given or issued by the Board shall be signed by the Chair, or a person authorized to do so.

6. **QUORUM**

- (1) Five members shall constitute a quorum for the making of all decisions and performing any actions required or permitted to be done by the Board provided at all times that members from the municipality in which the action is being considered shall not constitute a majority.
- (2) Only those members present at the entire meeting of the Board shall have a vote on any matter before it.
- (3) Only one member from the Municipality in which the action is being considered may attend.

7.

MEETINGS

- (1) The meetings shall be held in the municipality from which the appeal originated.
- (2) The Board shall hold its meetings openly and no person shall be excluded therefrom except for improper conduct.
- (3) The Chairman or presiding officer at any meeting may cause to be expelled and excluded any person whom creates any disturbances or acts improperly during the meeting.
- (4) The Chairman shall maintain order and preserve decorum of the meeting, including determining which Board member or member of the public has the right to speak and shall rule when a motion or comment is out of order.
- (5) If, for any reason, the Board feels that more information is required prior to making its decision, the Board may recess the meeting to a specified date, time and place.

8.

DECISIONS

- (1) The Board may make rules as are necessary for the conduct of its meetings and its business that are consistent with this By-Law and the Act.
- (2) The Board may, while carrying out its powers, duties and responsibilities, accept any oral or written evidence that it considers proper, whether admissible in a court of law or not, and is not bound by the laws of evidence applicable to judicial proceedings.
- (3) The Board may deliberate and render a decision on an appeal in a meeting which may be held in private, and the Board may exclude any person or persons therefrom.
- (4) A decision of the majority of the members present at a duly constituted meeting shall be deemed the decision of the whole Board.
- (5) All members present shall vote on every matter placed before the Board unless;
 - (a) the member is excused by motion of the Board from voting,
 - or
 - (b) the member is disqualified from voting by reasons of a pecuniary or conflict of interest.
- (6) Any motion upon which there is an equality of votes, the decision shall be deemed to be decided in the negative.
- (7) The Board must hold an appeal hearing within thirty (30) days of receipt of a notice of appeal.
- (8) The Board shall give its decision upon an appeal in writing together with reasons within fifteen (15) days of the conclusion of the hearing.
- (9) The decision of a duly constituted Board is final and binding on all parties and persons and is only subject to appeal to the Court of Appeal on a question of law or jurisdiction.

9.

SUBDIVISION APPEALS

- (1) The Decision of a Subdivision Authority may be appealed by:
 - (a) the applicant for the approval,
 - (b) a government department which is entitled to a referral pursuant to the Subdivision and Development Regulation,
 - (c) a school authority with respect to the allocation, location, or amount of school reserve.
- (2) An appeal may be commenced by filing a notice of appeal with a Secretary of the Board with fourteen (14) days of receipt of the written decision of the Subdivision Authority (deemed to be five (5) days from the date that the decision is mailed.)

- (3) The Secretary shall give at least five (5) days notice in writing of the public hearing to:
 - (a) the applicant,
 - (b) the Subdivision Authority that made the decision,
 - (c) an adjacent municipality if the land that is the subject of the application is adjacent to the boundaries of another municipality.
 - (d) any school authority to whom the application was referred,
 - (e) an adjacent owner who was given notice of the application,
 - (f) every government department that was given a copy of the initial application.
- (4) The Board is not required to hear from any person other than those to whom notice was given.
- (5) In determining an appeal the board;
 - (a) must have regard for any statutory plan,
 - (b) must conform with the uses of land referred to in the Land Use By-Law,
 - (c) must be consistent with the provincial land use policies,
 - (d) must have regard to but is not bound by the Subdivision and Development Regulations,
 - (e) may confirm, revoke or vary the approval or decision or any condition imposed by the subdivision authority or make or substitute an approval, decision or condition of its own,
 - (f) may, in addition to the other powers it has, exercise the same power as a subdivision authority is permitted to exercise pursuant to the Act, the Subdivision and Development Regulation or the By-Law.

10.

DEVELOPMENT APPEALS

- (1) An applicant for a Development Permit may appeal to the Board where;
 - (a) the Development Authority
 - (i) refuses or fails to issue a Development Permit, or
 - (ii) issues a Development Permit subject to conditions, or
 - (iii) issues an Order under the Act.
 - (b) no decision on a Development Application is made within forty (40) days of receipt of the completed application.
- (2) Any person affected by an order, decision or development permit made or issued by the Development Authority other than a person having a right of appeal under Sub-section (1) may appeal to the Board in accordance with the Act and this By-Law.
 - (a) Each municipality by resolution may establish a fee for filing an appeal under this section. The Board may direct that the fee be returned to the appellants.
- (3) An appeal shall be commenced by serving written notice of the appeal with reasons to a Secretary of the Board within fourteen (14) days after:
 - (a) in the case of an appeal made by a person referred to in Sub-section (1) (a), the date on which:
 - (i) the applicant is notified of the order, decision or the issuance of the development permit of the development permit (deemed to be five (5) days from the date that the decision is mailed), or
 - (ii) if no decision is made with respect to the application for a development permit, the forty (40) day period referred to in Sub-section 1 (b).
 - (b) in the case of an appeal referred to in Sub-section (2), the date on which the notice of the approval of the development permit is published in a newspaper circulating in the municipality.
- (4) Notwithstanding Sub-section 10 (2), no appeal lies in respect of the issuance of a development permit for a permitted use unless the provisions of the Land Use By-Law were relaxed, varied or misinterpreted.

- (5) The Secretary shall give at least five (5) days notice in writing of the public hearing to:
 - (a) the applicant,
 - (b) the appellant,
 - (c) the Development Authority,
 - (d) the Planning Advisor,
 - (e) to those owners required to be notified under the land use by-law and any other persons the Board considers affected.
- (6) In determining an Appeal, the Board:
 - (a) shall comply with any statutory plan and subject to Sub-section (c), any Land Use By-Law in effect,
 - (b) may confirm, revoke or vary the order, decision or development permit or make or substitute an order, decision of its own,
 - (c) may make an order or decision or issue or confirm the issue of a Development Permit approval notwithstanding that the proposed development does not comply with the Land Use By-Law or land use regulations if, in its opinion:
 - (i) the proposal will not:
 - (A) unduly interfere with the amenities or the neighbourhood, or
 - (B) materially interfere with or affect the use, enjoyment or value of the neighbouring properties,
 - (ii) and the proposed development conforms with the use prescribed for that land or building in the Land Use By-Law.

11.

DUTIES OF THE SECRETARY

- (1) A Secretary of the Board shall:
 - (a) perform such functions as may be necessary to assist the Board to fulfil its duties under the Act, and this By-Law.
 - (b) shall attend meetings of the Board concerning matters which affect their municipality and keep records with respect thereto:
 - (i) the minutes of all meetings and hearings,
 - (ii) all applications for appeal,
 - (iii) records of all notices of hearings and the persons to whom they were sent,
 - (iv) copies of all written representation to the Board,
 - (v) notes as to each representation,
 - (vi) the names and addresses of those making representation to the Board,
 - (vii) the decisions of the Board,
 - (viii) the reasons for the decision of the Board,
 - (ix) the records of all notices of decisions and to whom they were sent,
 - (x) all notices, decisions and orders made on appeal from the decisions of the Board.

- (2) A Secretary shall also;
- (a) notify all members of the Board of the arrangements for holding each hearing and other meetings,
 - (b) file reports of all decisions of the Board with the Council of each municipality that is a party to the agreement,
 - (c) make available for public inspection all relevant documents and materials respecting appeals and all appeal decisions.
- (3) A Council may establish a fee for copies of materials pertaining to Sub-section (2) (c).

This By-Law shall come into full force and effect on the first day of January, A.D., 2003.

READ a first and second time this 14th day of January A.D., 2003.

MAYOR

CAO

READ a third and final time this 11th day of February A.D. , 2003.

MAYOR

CAO

**VILLAGE OF WARNER
IN THE PROVINCE OF ALBERTA
BYLAW NO. 487-03**

BEING a bylaw of the Village of Warner in the Province of Alberta, to adopt Bylaw No. 487-03, being the County of Warner No. 5 and Village of Warner Intermunicipal Development Plan.

WHEREAS the municipality has been encouraged by the province to create and adopt an Intermunicipal Development Plan on land use in the fringe areas of urban areas and to work co-operatively in order to pursue joint approaches to common planning issues;

AND WHEREAS the municipal council wishes to adopt a comprehensive plan which encourages the orderly and economical development of land use in the designated fringe area in consultation with the County of Warner No. 5.

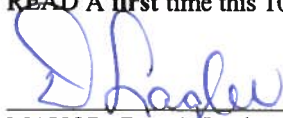
AND WHEREAS the purpose of proposed Bylaw No. 487-03 is to adopt a land use plan which would govern the future subdivision and development of lands within the plan boundaries while supporting the ongoing consultation and cooperation that the municipalities have established;

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 as amended, the Village of Warner in the Province of Alberta duly assembled does hereby enact the following:

1. Council shall adopt an intermunicipal development plan in consultation with the County of Warner No. 5.
2. This plan, upon adoption, shall be known as the County of Warner No. 5 and Village of Warner Intermunicipal Development Plan.
3. This Bylaw shall come into effect upon third and final reading hereof.

READ A first time this 10th day of April, 2003.

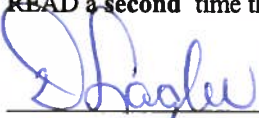


MAYOR- Dennis Lagler



Municipal Administrator - Lana Holt

READ a second time this 10th day of ^{June 2} April, 2003

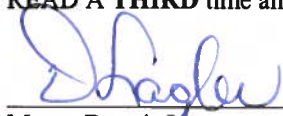


MAYOR - Dennis Lagler



Municipal Administrator - Lana Holt

READ A THIRD time and finally PASSED this 10th Day of JUNE, 2003.



Mayor Dennis Lagler



Municipal Administrator - Lana Holt