



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 – October 19, 2022 AT 6:30 P.M.

1. CALL TO ORDER

Mayor Lindsay to Swear In new Councillor

2. DELEGATIONS

3. AGENDA

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

4. REPORTS/FINANCIALS

- A) Approval of the September 14, 2022 Regular Council meeting minutes
- B) Municipal Enforcement Report
- C) Chief Administrative Officer Report
- D) Financial Report
- E) Committee Reports

5. ITEMS ARISING FROM THE MINUTES & CORRESPONDENCE

- A) Correspondence

6. ACTION ITEMS/COUNCIL DECISION

- A) Chinook Arch Regional Library Board Levy
- B) Byelection
- C) Appointment of Returning Officer
- D) FortisAlberta Franchise Fees
- E) Public Auction
- F) Chief Mountain Regional Solid Waste Authority Regulation

7. BYLAW/AGREEMENTS / POLICY REVIEW

8. CLOSED MEETING

9. NEXT REGULAR COUNCIL MEETING

Wednesday – November 16, 2022, at 6:30 p.m.

10. ADJOURNMENT



Request for Decision Adoption of Minutes

RECOMMENDATION

That the minutes for the September 14, 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: September 14, 2022, regular council meeting minutes

Prior to Adoption

Minutes of the Village of Warner Regular and Closed Council meeting held on Wednesday, September 14, 2022, at 6:30 p.m. in the Council Chambers, in the Warner Municipal Office, at 210-3rd Avenue, Warner, Alberta.

Present – Elected Officials

Mayor Tyler Lindsay, Deputy Mayor Marty Kirby, Councillor Don Toovey, and Councillor Scott Alexander

Absent – Elected Officials

None.

Present – Administration

Kim Owen, Director of Corporate Services

Kelly Lloyd, Chief Administrative Officer

1. CALL TO ORDER

Mayor Lindsay called the meeting to order at 6:30 p.m.

A moment of silence was held in recognition of Queen Elizabeth II passing.

2. DELEGATIONS

Ms. Val Lagler, at Box 27, Warner, Linda Thompson at 311 – 6th Avenue, Warner, Marj Cronkhite at Box 42, Warner, Shirley Kyler at 407 – 1st Avenue, Warner, Paula Doenz at 102 – 4th Street, Warner, were in attendance to speak to concerns regarding development related to manufactured homes.

Moved by Councillor Alexander, seconded by Councillor Toovey, "that Council accept Ms. Lagler's and Ms. Cronkhite's presentation on development matters as information."

Motion Carried 139-22

3. AGENDA

A) Items added or deleted

6E) National Truth and Reconciliation Date

8) Closed Session: Section 17

B) Adoption of the Agenda

Moved by Councillor Alexander, seconded by Deputy Mayor Kirby, "that the September 14, 2022, regular council meeting agenda be accepted as amended."

Motion Carried 140-22

4. REPORTS/FINANCIALS

A) Approval of August 17, 2022, Regular Council Meeting minutes

Moved by Councillor Toovey, seconded by Councillor Alexander, "that the minutes for the August 17, 2022, regular council meeting be accepted as presented."

Motion Carried 141-22

B) Municipal Enforcement Report

Moved by Councillor Alexander, seconded by Councillor Toovey, "that the Municipal Enforcement report for the period ending August 31, 2022, be accepted as information."
Motion Carried 142-22

C) Chief Administrative Officer Report

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

Motion Carried 143-22

D) Financial Report

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

Motion Carried 144-22

E) Committee Reports

Deputy Mayor Kirby attended the FCSS Board meeting.

Councillor Toovey the Milk River Health Professionals Attraction and Retention Committee meeting. The clinic will be closed from October 17 – November 11th.

Mayor Lindsay attended the Chief Mountain Regional Solid Waste Services Commission meeting.

Councillor Alexander attended two Southgrow meetings.

Moved by Councillor Alexander, seconded by Councillor Toovey, "that the committee reports for the period ending September 14, 2022, be accepted as information."

Motion Carried 145-22

5. ITEMS ARISING FROM THE MINUTES & CORRESPONDENCE

A) Correspondence

Moved by Councillor Alexander, seconded by Councillor Toovey, "that Council directs administration to add the membership amount for the Federation of Canadian Municipalities to the 2023 budget."

Motion Carried 146-22

Moved by Councillor Alexander, seconded by Deputy Mayor Kirby, "that the correspondence for the period ending September 14, 2022, be accepted as information."

Motion Carried 147-22

6. ACTION ITEMS/COUNCIL DECISION

A) Street Wheelers 2023 Request

Moved by Deputy Mayor Kirby, seconded by Councillor Alexander, "that Council approve the Street Wheelers request to host a drag racing event on June 24, 2023 at the Warner Airport."

Motion Carried 148-22

B) Warner Winter Fun Request

Moved by Mayor Lindsay, seconded by Councillor Alexander, "that Council approve the donation request from Warner Winter Fun in the amount of \$250, if within budget allowance."

Motion Carried 149-22

C) Elected Officials Education Program: Request

Moved by Councillor Alexander, seconded by Councillor Toovey, "that Council approve the Deputy Mayors request to attend the Elected Official Education Program Course entitled Council's Role in Strategic Planning."

Motion Carried 150-22

D) 10 Year Capital Plan

Moved by Councillor Toovey, seconded by Councillor Alexander, "that Council accept the 10-year capital plan as presented."

Motion Carried 151-22

E) National Truth and Reconciliation Date

Moved by Councillor Alexander, seconded by Deputy Mayor Kirby, "that Council accept the recommendation to recognize September 30, 2022, National Day for Truth and Reconciliation as a general holiday for the Village of Warner employees, for 2022."

Motion Carried 152-22

7. BYLAW/AGREEMENTS / POLICY REVIEW

None.

8. CLOSED MEETING

Moved by Councillor Alexander, seconded by Councillor Toovey, "that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act at 8:11 p.m., to discuss matters exempt from disclosure under FOIP Section 17: Disclosure harmful to personal privacy, with CAO Lloyd and Director Owen to remain in attendance."

Motion Carried 153-22

Moved by Councillor Alexander, seconded by Councillor Toovey, "that the meeting reconvene to the regular Council meeting at 8:30 p.m."

Motion Carried 154-22

Rise and Report

Moved by Councillor Alexander, seconded by Councillor Toovey, "that Council directs administration to change the export rate with Ridge Utilities from the high rate of 25.85¢/kWh to the low rate of 8.3¢/kWh."

Motion Carried 155-22

9. NEXT REGULAR COUNCIL MEETING

Wednesday, October 19, 2022, at 6:30 p.m.

10. ADJOURNMENT

Moved by Councillor Alexander, seconded by Councillor Toovey, "that the regular council meeting for September 14, 2022, adjourn at 8:32 p.m."

Motion Carried 156-22

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 September 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

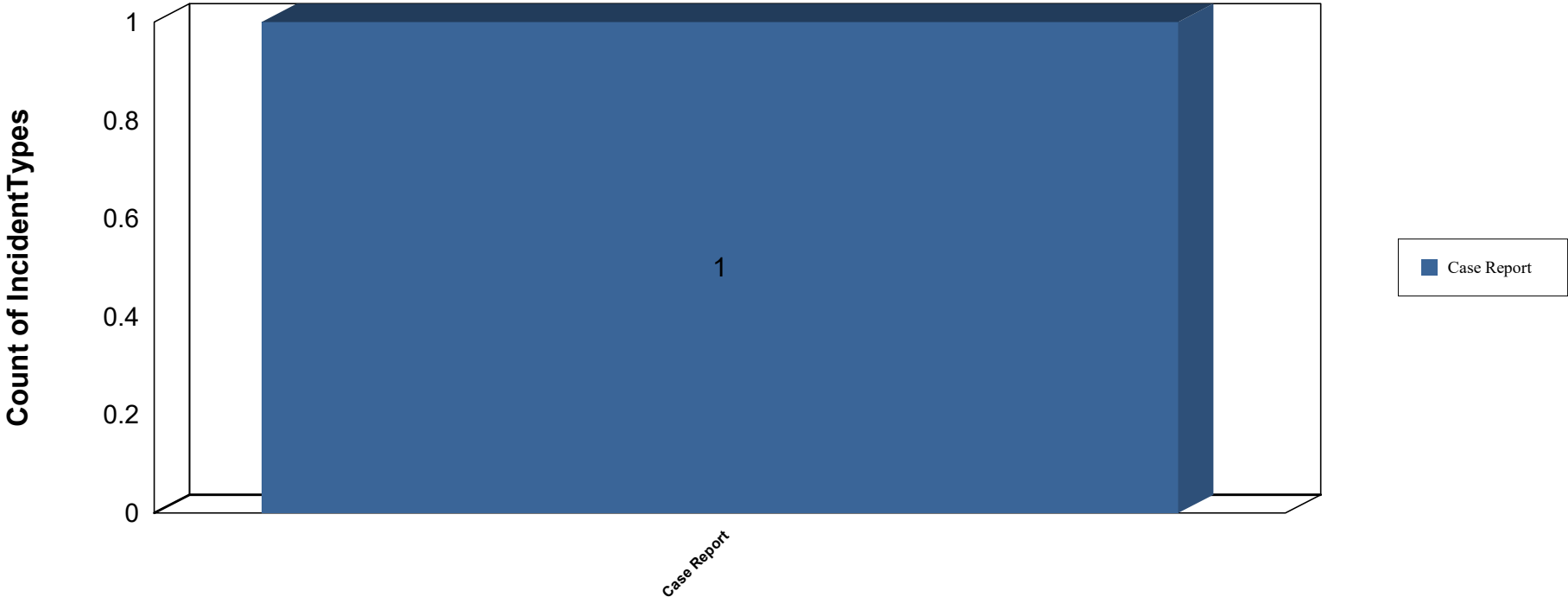
ATTACHMENTS

1. Municipal Enforcement Report

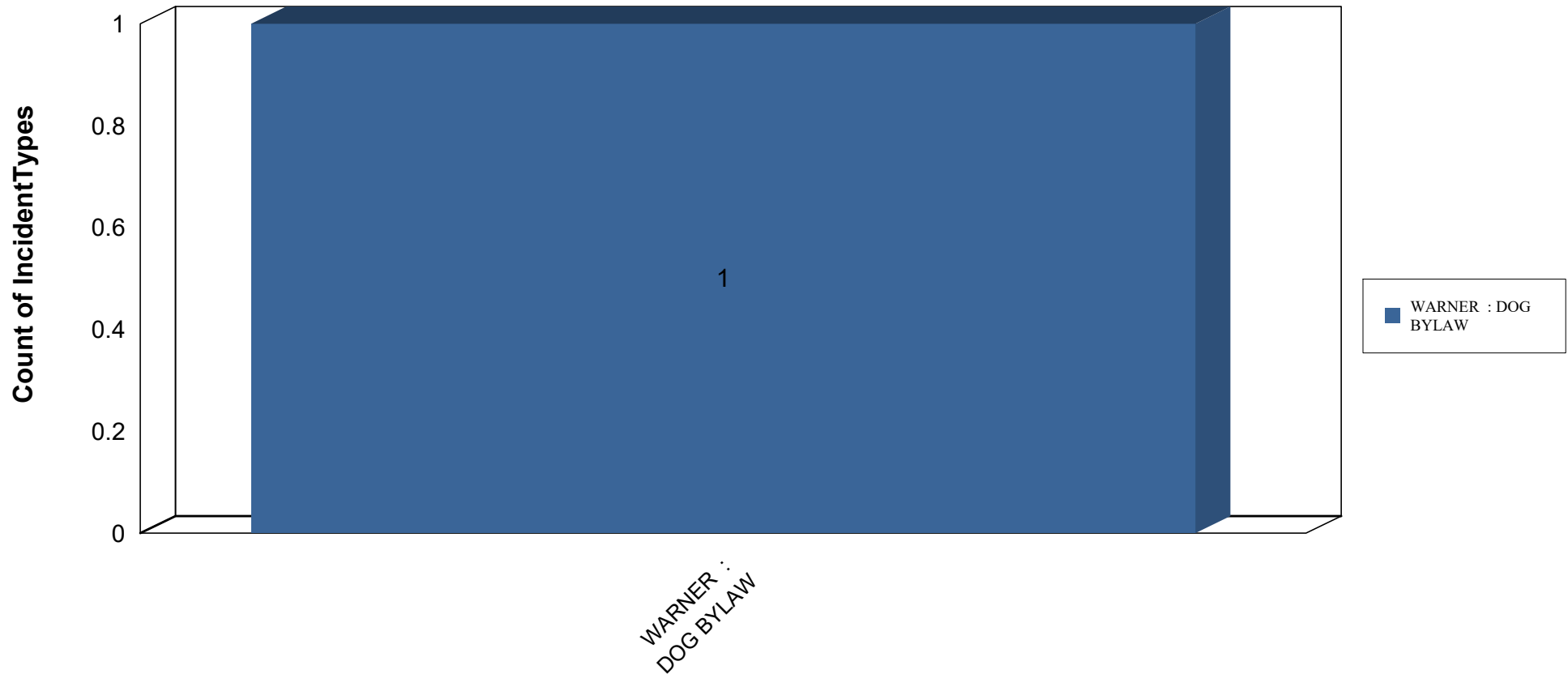
Municipal Enforcement

Statistics from: 9/1/2022 12:00:00AM to 9/30/2022 11:59:00PM

Count of Reports Completed



Count of Incident Types



WARNER : DOG BYLAW

<u>Location</u>	<u>Case Number</u>	<u>Incident Type</u>	<u>Officer</u>	<u>Date</u>
Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : WARNER	RRPSS2022-0434	WARNER : DOG BYLAW	MELANIE MAREK	2022/09/15 1300
<u>Specific Location</u>				

Report Synopsis : barking dog complaint

100.00% # of Reports: 1 Case Report WARNER : DOG BYLAW

Grand Total: 100.00% Total # of Incident Types Reported: 1 Total # of Reports: 1

Grand Total: 100.00% Total # of Incident Types Reported: 1



Request for Decision Chief Administrative Officer Report

RECOMMENDATION

That the Chief Administrative Officer report for the period ending September 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



Request for Decision Financial Report

RECOMMENDATION

That the Financial Report for the period ending September 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-Sep-22		YTD
Tax Requirement Summary						
0 General Government Services	(605,396)	(496,591)	(454,253)	(684,302)	(462,338)	221,964
11 Council	13,143	8,971	26,950	26,155	29,200	3,045
12 Finance / Administration	254,362	214,478	257,850	210,982	165,006	(45,976)
23 Fire Services	53,305	39,974	7,875	28,734	48,230	19,496
26 Municipal Enforcement	17,836	26,120	19,830	21,679	24,824	3,145
32 Roads	243,301	216,495	124,050	136,164	126,230	(9,934)
33 Airport	11,730	10,530	1,700	(558)	(4,200)	(3,642)
41 Water	14,958	22,965	(71,053)	165,754	32,000	(133,754)
42 Wastewater	32,326	54,953	(19,552)	(17,796)	(500)	17,296
43 Solid Waste	(6,686)	(3,758)	5,750	7,171	1,630	(5,541)
61 Planning & Development	24,618	13,249	8,750	20,587	(400)	(20,987)
72 Recreation Administration	(16,726)	(46,303)	(9,600)	-	(12,600)	(12,600)
74 Civic Centre	69,874	74,181	73,190	36,074	52,918	16,844
Operating (Surplus) Deficit	106,643	135,265	(28,513)	(49,356)	0	49,356
General Government Services	(684,954)	(578,942)	(534,498)	(729,059)	(545,519)	183,540
Council	-	-	-	-	-	-
Finance	(36,807)	(184,381)	(60,700)	(33,870)	(141,714)	(107,844)
Fire Services	(30,759)	(84,747)	(16,500)	(44,132)	(18,000)	26,132
Municipal Enforcement	(1,875)	(1,379)	(3,000)	(4,245)	(2,500)	1,745
Roads	(3,432)	(5,372)	(50,200)	(7,018)	(31,300)	(24,282)
Airport	(5,500)	(6,700)	(1,200)	(5,083)	(8,700)	(3,617)
Water	(177,698)	(202,512)	(271,778)	(191,383)	(201,200)	(9,817)
Wastewater	(26,695)	(39,796)	(26,100)	(18,275)	(32,500)	(14,225)
Solid Waste	(50,874)	(52,450)	(47,800)	(31,464)	(52,580)	(21,116)
Planning & Development	(193)	(2,219)	(13,000)	(696)	(14,500)	(13,804)
Recreation Administration	(41,460)	(50,924)	(9,600)	-	(15,000)	(15,000)
Civic Centre	(15,740)	(26,681)	(43,110)	(23,178)	(58,150)	(34,972)
Total Revenues	(1,075,986)	(1,236,102)	(1,077,486)	(1,088,403)	(1,121,663)	(33,260)
General Government Services	79,557	82,351	80,245	44,757	83,181	38,424
Council	13,143	8,971	26,950	26,155	29,200	3,045
Finance	291,170	398,860	318,550	244,851	306,720	61,869
Fire Services	84,064	124,720	24,375	72,866	66,230	(6,636)
Municipal Enforcement	19,711	27,500	22,830	25,924	27,324	1,400
Roads	246,732	221,867	174,250	143,182	157,530	14,348
Airport	17,230	17,230	2,900	4,525	4,500	(25)
Water	192,656	225,478	200,725	357,137	233,200	(123,937)
Wastewater	59,021	94,748	6,548	479	32,000	31,521
Solid Waste	44,188	48,691	53,550	38,635	54,210	15,575
Planning & Development	24,811	15,468	21,750	21,283	14,100	(7,183)
Recreation Administration	24,734	4,621	-	-	2,400	2,400
Civic Centre	85,614	100,862	116,300	59,252	111,068	51,816
Total Expenditures	1,182,629	1,371,366	1,048,973	1,039,047	1,121,663	82,616

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
GENERAL GOVERNMENT REVENUE							
1-00-00-00-00-110	REAL PROPERTY TAX	(414,927)	(407,026)	(398,236)	(410,645)	(396,387.28)	14,257
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)	(0)
1-00-00-00-00-116	REQUISITION - SENIORS	(9,326)	(9,653)	(9,645)	(8,404)	(8,404)	(0)
1-00-00-00-00-121	LINEAR PROPERTY TAX	(28)	(32)	-	(33)	(32)	1
1-00-00-00-00-250	LAND RENTAL REVENUE	(8,056)	(13,681)	(4,800)	(7,325)	(7,200)	125
1-00-00-00-00-510	PENALTIES ON TAXES	(20,899)	(23,757)	(6,500)	332	(6,500)	(6,832)
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)	-	-	-	-
1-00-00-00-00-756	GRANTS - MSP	(50,000)	-	-	-	-	-
1-00-00-00-00-765	GRANTS - SOLAR REBATES	(18,500)	-	-	-	-	-
1-11-00-00-00-410	SALE OF SUPPLIES	-	(5)	-	(71)	-	71
1-00-00-00-00-750	Capital Grants	-	-	-	(175,919)	-	175,919
	TOTAL REVENUE	(684,954)	(578,942)	(534,498)	(729,059)	(545,519)	183,540
GENERAL GOVERNMENT EXPENSES							
2-00-00-00-00-270	ALBERTA SCHOOL FOUNDATION FUND	70,159	72,706	70,600	36,353	74,777	38,424
2-00-00-00-00-271	SENIORS HOUSING	9,398	9,644	9,645	8,404	8,404	-
	TRANSFER TO RESERVES	-	-	-	-	-	-
	TOTAL EXPENSES	79,557	82,351	80,245	44,757	83,181	38,424
	NET	(605,396)	(496,591)	(454,253)	(684,302)	(462,338)	221,964

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-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	13,528	19,200	5,672
2-11-00-00-00-131	ER.C. - COUNCIL	80	75	100	87	100	13
2-11-00-00-00-152	CONVENTIONS AND TRAVEL	1,149	2,343	2,500	1,107	2,500	1,393
2-11-00-00-00-211	MEMBERSHIPS	6,183	699	1,000	1,577	1,500	(77)
2-11-00-00-00-230	LEGAL/AUDIT	-	-	1,000	4,308	1,000	(3,308)
2-11-00-00-00-274	INSURANCE	-	-	150		150	150
2-11-00-00-00-510	GENERAL SUPPLIES	337	5,423	700	1,398	1,000	(398)
2-11-00-00-00-770	DONATIONS	12,806	3,548	-	4,150	3,750	(400)
	TRANSFER TO RESERVES	-	-	-	-	-	-
	TOTAL EXPENSES	13,143	8,971	26,950	26,155	29,200	3,045
	NET	13,143	8,971	26,950	26,155	29,200	3,045

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
FINANCE / ADMINISTRATION REVENUE					30-Sep-22		
1-12-00-00-00-410	TAX CERTIFICATES	(755)	(1,140)	(750)		-	-
1-12-00-00-00-525	ANIMAL TAGS	(982)	(1,214)	(500)		-	-
1-12-00-00-00-530	TRAFFIC FINES (use 1-26-530)	(300)	(817)	(18,000)		-	-
1-12-00-00-00-550	INTEREST	(3,210)	(3,278)	(1,250)	7,429	(1,250)	(8,679)
1-12-00-00-00-551	NSF Fees	(90)	(135)	-	(85)	(100)	(15)
1-12-00-00-00-560	RENT	(1,750)	(4,550)	(3,200)	(3,150)	(4,200)	(1,050)
1-12-00-00-00-570	UTILITY INCREASE	(21,143)	(21,330)	-	-	-	-
1-12-00-00-00-590	UNCONDITIONAL GRANTS	-	(120,000)	-	-	-	-
1-12-00-00-00-591	FRANCHISE FEES	-	(16,207)	(18,000)	(13,181)	(18,000)	(4,819)
1-12-00-00-00-777	DONATIONS	(840)	(7,000)	(4,000)	-	(4,000)	(4,000)
1-12-00-00-00-840	PROVINCIAL CONDITIONAL GRANTS	-	-	(15,000)		-	-
1-12-00-00-00-990	SUSPENSE	-	(200)	-	(24,883)	-	24,883
1-12-00-00-00-193	TAX SHARE AGREEMENT	(7,738)	(8,511)	-		(7,500)	(7,500)
	TRANSFER FROM OPERATING RSRVE	0	0	0	-	(106,664)	(106,664)
	TOTAL REVENUE	(36,807)	(184,381)	(60,700)	(33,870)	(141,714)	(107,844)
FINANCE / ADMINISTRATION EXPENSES							
2-12-00-00-00-110	SALARY - GEN GOVT	106,623	95,271	81,000	71,171	70,000	(1,171)
2-12-00-00-00-130	ER.C. - GEN GOVT	12,942	12,696	13,500	10,144	12,000	1,856
2-12-00-00-00-131	EMPLOYER RRSP CONTRIBUTION	8,700	4,200	-	10,000	10,000	-
2-12-00-00-00-154	TRAINING	469	201	3,500		500	500
2-12-00-00-00-153	TRAVEL & SUBSISTENCE	210	55	1,500	47	-	(47)
2-12-11-00-00-110	WAGES - ELECTION/CENSUS		1,630.00	750		-	-
2-12-00-00-00-215	FREIGHT & POSTAGE	9,364	12,572	5,500	9,506	5,500	(4,006)
2-12-00-00-00-216	TELEPHONE/FAX/INTERNET	10,714	13,922		9,872	12,000	2,128
2-12-00-00-00-220	ADVERTISING and MEMBERSHIPS	7,282	11,913	3,500	8,257	11,200	2,943
2-12-00-00-00-230	LEGAL / AUDIT SUPPORT	30,138	17,305	23,500	23,571	20,000	(3,571)
2-12-00-00-00-250	CONTRACTED SERVICES	\$ 21,576	\$ 83,998	130,000	50,707	60,000	9,293
2-12-00-00-00-272	LIBRARY/CARLS REQUISITION	\$ -	\$ 3,000	4,500	1,500	5,900	4,400
2-12-00-00-00-273	FCSS REQUISITION	\$ -	\$ -	2,700	2,924	2,930	(5,474)
2-12-00-00-00-274	INSURANCE	\$ 40,612	\$ 82,846	5,500	14,556	9,400	(5,156)
-275	tax discount				2,783		(2,783)
2-12-00-00-00-350	LEASES	\$ 908	\$ 908	3,500		3,500	3,500
2-12-00-00-00-500	REPAIRS & MAINTENANCE	\$ 115	\$ 130	7,500		7,500	7,500
2-12-00-00-00-510	GENERAL SUPPLIES AND GOODS	\$ 12,071	\$ 13,647	7,000	4,554	7,000	2,446
2-12-00-00-00-515	BANK SERVICE CHARGES	\$ 772	\$ 574	50	531	630	99
2-12-00-00-00-516	PENALTIES INCURRED	\$ 640	\$ 1,022	1,000	239	50	(189)
2-12-00-00-00-523	OFFICE EQUIPMENT & FURNISHINGS	\$ -	\$ -	3,500		3,500	3,500
2-12-00-00-00-540	NATURAL GAS	\$ 2,992	\$ 3,610	4,500	3,869	3,750	(119)
2-12-00-00-00-541	ELECTRICITY	\$ 2,385	\$ 5,231	4,500	1,530	5,400	3,870
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	\$ 7,061	\$ 18,446	500	2,987	8,960	5,973
2-12-11-00-00-500	OFFICE SUPPLIES (GOODS) ELECTION	\$ -	\$ 704	1,050		-	-
2-13-00-00-00-110	MILK RIVER WAGES	\$ 2	\$ 663	-	4,565	33,000	28,435
2-13-00-00-00-131	ER.C. - GEN GOVT	\$ -	\$ -	-	1,738	4,000	2,262
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	-		-	-
2-12-00-00-00-777	DONATION - MR HOSPITAL	\$ 840	\$ 800	-		-	-
2-12-00-00-00-990	SUSPENSE	\$ 39	\$ -	-	1,001	-	(1,001)
	TOTAL EXPENSES	291,170	398,860	318,550	244,851	306,720	56,389
	NET	254,362	214,478	257,850	210,982	165,006	(51,455)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
FIRE REVENUE							
1-23-00-00-00-410	FIRE DEPARTMENT REVENUE	(16,843)	(84,747)	(16,500)	(44,132)	(18,000)	26,132
1-23-00-00-00-830	DONATION	(12,472)	-	-		-	-
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)	(44,132)	(18,000)	26,132
FIRE EXPENSES							
2-23-00-00-00-154	TRAINING	1,683.00	382.77	-		4,000.00	4,000
216	telephone				388	-	(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	4,358	8,000.00	3,642
2-23-00-00-00-520	REPAIRS & MAINT. EQUIPMENT	12,645.48	9,265.48	1,000.00	12,789	10,000.00	(2,789)
2-23-00-00-00-510	DISPATCHING	1,435.42	66,488.88	3,450.00	11,708	1,440.00	(10,268)
2-23-00-00-00-511	GENERAL SUPPLIES	24,577.36	4,343.66	-	26,997	4,500.00	(22,497)
2-23-00-00-00-519	EQUIPMENT PURCHASE	10,923.04	4,378.47	7,500.00	15,838	20,000.00	4,162
2-23-00-00-00-521	FUEL	1,824.64	6,331.61	1,500.00	3,392	2,500.00	(892)
2-23-00-00-00-540	NATURAL GAS	3,073.90	3,851.71	3,500.00	3,753	8,770.00	5,017
2-23-00-00-00-541	ELECTRICITY	2,922.56	2,273.14	2,600.00	(6,718)	1,000.00	7,718
	TRANSFER TO RESERVES	-	-	-		-	-
2-23-00-00-00-700	AMORTIZATION	18,852.24	19,152.24	-		-	-
2-23-00-00-00-831	INTEREST ON DEBENTURES	536.38	419.88	-	361	500.00	139
	PRINCIPAL ON DEBENTURES	-	-	-		-	-
	TRANSFER TO OTHER FUNCTIONS	-	-	-		-	-
	TOTAL EXPENSES	84,063.61	124,720.43	24,375.00	72,866	66,230.00	(6,636)
	NET	53,304.51	39,973.92	7,875.00	28,734	48,230.00	19,496

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
MUNICIPAL ENFORCEMENT REVENUE							
1-26-00-00-00-525	ANIMAL tags, licenses, fines	(15)	-	(500)	(535)	(500)	35
1-26-00-00-00-530	TRAFFIC FINES	-	(379)	(1,500)	(1,110)	(1,000)	110
1-26-00-00-00-250	BYLAW FINES	(1,860)	(1,000)	(1,000)	(2,600)	(1,000)	1,600
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TOTAL REVENUE	(1,875)	(1,379)	(3,000)	(4,245)	(2,500)	1,745
MUNICIPAL ENFORCEMENT EXPENSES							
2-26-00-00-00-250	CONTRACTED SERVICES	14,646	18,706	16,285	16,100	17,500	1,400
2-26-00-00-00-275	PROVINCIAL POLICING	4,751	8793.5	6,545	9,824	9,824	-
2-26-00-00-00-510	SUPPLIES	314	-	-	-	-	-
	TOTAL EXPENSES	19,711	27,500	22,830	25,924	27,324	1,400
	NET	17,836	26,120	19,830	21,679	24,824	3,145

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-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)	(7,018)	(5,000)	2,018
1-32-00-00-00-590	MISC REVENUE	-	(48)	(6,500)	-	(6,500)	(6,500)
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)	(7,018)	(31,300)	(24,282)
ROAD EXPENSES							
2-32-00-00-00-110	SALARY - PUBLIC WORKS	39,299	52,347	55,000	46,292	37,500	(8,792)
2-32-00-00-00-130	ER.C. - PUBLIC WORKS	6,715	8,244	9,100	6,798	6,000	(798)
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	47,081	30,000	(17,081)
2-32-00-00-00-260	RENTALS & LEASES EQUIPMENT	-	70	1,000		1,000	1,000
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	3,905
2-32-00-00-00-350	CONTRACTS, LEASES, SAFETY	-	-	500		-	-
2-32-00-00-00-510	GOODS and SUPPLIES	1,195	5,196	2,500	2,675	2,500	(175)
2-32-00-00-00-511	MAINTENANCE MATERIALS	14,000	-	45,000	9,141	20,000	10,859
2-32-00-00-00-520	EQUIPMENT PARTS and TOOLS	192	5,370	4,500	(667)	2,000	2,667
2-32-00-00-00-521	FUEL/OIL	6,049	5,391	6,500	4,722	4,500	(222)
2-32-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	11,771	7,866	6,000	166	6,000	5,834
2-32-00-00-00-523	REPAIRS & MAINT. VEHICLES	1,455	-	1,500	3,607	8,900	5,293
2-32-00-00-00-530	REPAIRS & MAINT. BUILDING	1,456	130	1,500		1,500	1,500
2-32-00-00-00-540	NATURAL GAS	1,441	1,661	2,500	1,624	3,450	1,826
2-32-00-00-00-541	ELECTRICITY	2,132	1,120	3,150	2,899	2,000	(899)
2-32-00-00-00-542	STREET LIGHTS	24,968	21,542	18,500	15,958	22,280	6,322
2-32-00-00-00-830	DEBT INTEREST	-	39	-		-	-
2-32-00-00-00-831	LOAN INTEREST	244	191	-	127	200	73
	TRANSFER TO CAPITAL	-	-	-	163	-	(163)
	TRANSFER TO RESERVES	-	-	-		-	-
2-32-00-00-00-700	AMORTIZATION	72,540	71,855	-			-
	TOTAL EXPENSES	246,732	221,867	174,250	143,182	157,530	14,348
	NET	243,301	216,495	124,050	136,164	126,230	(9,934)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD 30-Sep-22	Budget	Diff
AIRPORT REVENUE							
1-33-00-00-00-560	HANGER LEASES	(5,500)	(6,700)	(1,200)	(5,083)	(1,200)	3,883
	transfer from flying club	-	-	-	-	(5,000)	(5,000)
	sale of fuel tank	-	-	-	-	(2,500)	(2,500)
	TOTAL REVENUE	(5,500)	(6,700)	(1,200)	(5,083)	(8,700)	(3,617)
AIRPORT EXPENSES							
2-33-00-00-00-274	INSURANCE	-	-	2,700	-	2,500	2,500
2-33-00-00-00-510	GOODS and SUPPLIES	-	-	200	4,276	500	(3,776)
	electricity	-	-	-	250	1,500	1,250
	TRANSFER TO RESERVES	-	-	-	-	-	-
2-33-00-00-00-700	AMORTIZATION	17,230	17,230	-	-	-	-
	TOTAL EXPENSES	17,230	17,230	2,900	4,525	4,500	(25)
	NET	11,730	10,530	1,700	(558)	(4,200)	(3,642)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
WATER REVENUE							
1-41-00-00-00-250	WATER SERVICE HOOK UP	-	-	-	(2,757)	(3,000)	(243)
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)	(29,666)	(28,000)	1,666
1-41-00-00-00-415	WATER SALES - BULK	(2,686)	(22,411)	(56,000)	(48,787)	(27,700)	21,087
1-41-00-00-00-410	WATER SALES	(131,932)	(136,179)	(109,950)	(108,254)	(141,500)	(33,246)
1-41-00-00-00-510	PENALTIES ON UTILITIES	(1,025)	(1,802)	(1,000)	(1,919)	(1,000)	919
	TRANSFER FROM OPERATING RSRVE	-	-	-	-	-	-
	TRANSFER FROM CAPITAL FUNCTION	-	-	-	-	-	-
	TRANSFER FROM OTHER FUNCTIONS	-	-	-	-	-	-
	TOTAL REVENUE	(177,698)	(202,512)	(271,778)	(191,383)	(201,200)	(9,574)
WATER EXPENSES							
2-41-00-00-00-110	SALARY - WATER	15,416	14,144	15,000	2,618	32,500	29,882
2-41-00-00-00-130	ER.C. - WATER	2,535	2,190	-	460	5,550	5,090
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	500
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	107,152	85,000	(22,152)
2-41-00-00-00-250	CONTRACTED PURCHASE & WORK	4,791	-	75,000	197,902	5,000	(192,902)
2-41-00-00-00-260	UTILITY CROSSING	1,676	1,876	1,600	220	1,600	1,380
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	0
2-41-00-00-00-510	GENERAL SUPPLIES & GOODS	8,197	11,204	2,000		5,000	5,000
2-41-00-00-00-520	EQUIPMENT PARTS & SUPPLIES	93	-	1,000	5,567	2,000	(3,567)
2-41-00-00-00-521	FUEL/OIL	-	-	500	381	-	(381)
2-41-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	29	1,302	500	1,759	5,000	3,241
2-41-00-00-00-531	CHEMICALS & SALT	913	1,067	1,000	11,797	10,000	(1,797)
2-41-00-00-00-540	NATURAL GAS	3,049	3,615	3,000	3,573	8,000	4,427
2-41-00-00-00-541	ELECTRICITY	6,384	5,406	10,000	4,501	4,300	(201)
2-41-00-00-00-830	DEBT INTEREST PAYMENT	20,610	19,451		13,800	20,000	6,200
	TRANSFER TO CAPITAL	-	-	-		36,917	36,917
	TRANSFER TO RESERVES	-	-	-		-	-
2-41-00-00-00-700	AMORTIZATION	62,212	64,062	-			-
	TOTAL EXPENSES	192,656	225,478	200,725	357,137	233,200	(123,937)
	NET	14,958	22,965	(71,053)	165,754	32,000	(133,511)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-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)	(18,275)	(27,500)	(9,225)
1-42-00-00-00-440	WASTEWATER REPAIRS	(75)	(12,561)	-		(5,000)	(5,000)
	TRANSFER FROM OPERATING RSRV	-	-	-	-	-	-
	TOTAL REVENUE	(26,695)	(39,796)	(26,100)	(18,275)	(32,500)	(14,225)
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	28,670
2-42-00-00-00-260	RENTALS & LEASES EQUIPMENT	-	148	1,000	149	1,000	851
2-42-00-00-00-274	INSURANCE	-	-	948		-	-
2-42-00-00-00-510	GENERAL SUPPLIES & GOODS	209	140	1,000		1,000	1,000
2-42-00-00-00-520	PARTS & SUPPLIES	0	(1,729)	1,000		1,000	1,000
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	-	-		-
	TRANSFER TO OTHER FUNCTION	-	-	-	-	-	-
	TOTAL EXPENSES	59,021	94,748	6,548	479	32,000	31,521
	NET	32,326	54,953	(19,552)	(17,796)	(500)	17,296

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
SOLID WASTE REVENUE							
1-43-00-00-00-410	GARBAGE FEES	(46,781)	(47,350)	(42,700)	(31,464)	(47,480)	(16,016)
1-43-00-00-00-840	COUNTY COST SHARE GARBAGE	(4,093)	(5,100)	(5,100)		(5,100)	(5,100)
	TRANSFER FROM OPERATING RSRVE	-	-	-		-	-
	TOTAL REVENUE	(50,874)	(52,450)	(47,800)	(31,464)	(52,580)	(21,116)
SOLID WASTE EXPENSES							
2-43-00-00-00-110	SALARY - SOLID WASTE	5,800	9,528	3,500	9,500	5,000	(4,500)
2-43-00-00-00-131	ER.C. - SOLID WASTE	-	20	500	683	750	67
2-43-00-00-00-205	BOARDS & AGENCIES	11,542	12,117	12,500	11,723	12,530	807
2-43-00-00-00-231	CONTRACTED RECYCLING	2,254	2,311	2,500	1,532	2,500	968
2-43-00-00-00-250	CONTRACT LABOUR	4,400	400	12,500		12,500	12,500
2-43-00-00-00-251	CONTRACTED SOLID WASTE PICKUP	18,600	19,200	19,200	13,950	18,600	4,650
2-43-00-00-00-274	INSURANCE	-	-	950		-	-
2-43-00-00-00-510	GENERAL SUPPLIES & GOODS	17	2,250	100		100	100
2-43-00-00-00-521	FUEL / OIL	-	-	700		-	-
2-43-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	26	1,869	-	402	1,200	798
2-43-00-00-00-541	ELECTRICITY	1,549	997	1,100	845	1,030	185
	TRANSFER TO CAPITAL	-	-	-		-	-
	TRANSFER TO RESERVES	-	-	-		-	-
	AMORTIZATION	-	-	-		-	-
	TOTAL EXPENSES	44,188	48,691	53,550	38,635	54,210	15,575
	NET	(6,686)	(3,758)	5,750	7,171	1,630	(5,541)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
PLANNING REVENUE							
1-61-00-00-00-410	ZONING & DEVELOPMENT PERMITS	(193)	(2,219)	(1,000)	(696)	(2,500)	(1,804)
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)	(696)	(14,500)	(13,804)
PLANNING EXPENSES							
2-61-00-00-00-110	WAGES - PLANNING & DEV	-	-	3,500	231	-	(231)
2-61-00-00-00-131	ER.C - PLANNING & DEVELOPMENT	-	-	500	16	-	(16)
2-61-00-00-00-230	PLANNING SERVICES	24,811	15,368	9,000	16,261	3,000	(13,261)
2-61-00-00-00-250	CONTRACTED GOODS & SERVICES	-	-	1,500	3,757	10,000	6,243
2-61-00-00-00-510	GENERAL SUPPLIES & GOODS	-	-	4,500	328	-	(328)
2-61-00-00-00-521	FUEL	-	-	2,000		-	-
2-61-00-00-00-541	ELECTRICITY	-	-	750	691	1,100	409
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	24,811	15,468	21,750	21,283	14,100	(7,183)
	NET	24,618	13,249	8,750	20,587	(400)	(20,987)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
RECREATION ADMINISTRATION REVENUE							
1-72-00-00-00-850	COUNTY RECREATION GRANT	(41,460)	(50,924)	(9,600)	-	(15,000)	(15,000)
	TOTAL REVENUE	(41,460)	(50,924)	(9,600)	-	(15,000)	(15,000)
RECREATION ADMINISTRATION EXPENSES							
2-72-00-00-00-110	SALARY - RECREATION	16,815	-	-	-	-	-
2-72-00-00-00-131	ER.C. - RECREATION	379	-	-	-	-	-
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	-	-	-	1,000	1,000
2-72-00-00-00-541	ELECTRICITY	1,349	1,052	-	-	1,000	1,000
2-72-00-00-00-700	AMORTIZATION	2,529	3,569	-	-	-	-
	TOTAL EXPENSES	24,734	4,621	-	-	2,400	2,400
	NET	(16,726)	(46,303)	(9,600)	-	(12,600)	(12,600)

2022 Operating Budget - Village of Warner

		2020	2021	2022	2022	2022	YTD
		Actual	Actual	Interim Budget	YTD	Budget	Diff
					30-Sep-22		
CIVIC CENTRE REVENUE							
1-74-00-00-00-400	RINK FEES	(10,860)	(20,571)	(8,500)	(11,678)	(15,000)	(3,322)
1-74-00-00-00-100	KITCHEN LEASE	(850)	(825)	(750)	(800)	(1,650)	(850)
1-74-00-00-00-410	KEY FOBS - CIVIC CENTRE	(25)	(1,835)	-	-	-	-
1-74-00-00-01-560	GYM MEMBERSHIP FEES	(2,080)	(3,240)	(2,000)	(8,693)	(5,000)	3,693
1-74-00-00-00-570	BOWLING RENTAL& MISC SALES	(1,925)	(209)	-	(208)	(500)	(293)
1-74-00-00-00-575	DONATIONS	-	-	-	(1,800)	(1,000)	800
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)	(23,178)	(58,150)	(34,972)
CIVIC CENTRE EXPENSES							
2-74-00-00-00-109	LIBRARY	5,038	933	0	1035	1,000	(35)
2-74-00-00-00-110	WAGES - CIVIC CENTRE	7,671	18,071	11,500	14,001	16,000	1,999
2-74-00-00-00-130	ER.C - CIVIC CENTRE	2,130	953	-	634	1,000	366
2-74-00-00-00-211	TRAVEL & TRAINING	-	-	1,500	1,580	500	(1,080)
2-74-00-00-00-216	TELEPHONE	-	500	-	-	-	-
2-74-00-00-00-220	MEMBERSHIPS	103	103	500	103	200	97
2-74-00-00-00-230	CONTRACTED PERSONNEL	558	2,165	1,000	-	2,200	2,200
2-74-00-00-00-250	REPAIRS & MAINT. PURCHASED	972	150	7,500	3,590	7,500	3,910
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	-	868	10,000	9,132
2-74-00-00-00-510	GENERAL SUPPLIES & GOODS	7,501	8,382	6,800	3,469	4,140	671
2-74-00-00-00-520	REPAIRS & MAINT EQUIPMENT	1,354	481	1,250	4,449	4,000	(449)
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	2,950	3,500	550
2-74-00-00-00-540	NATURAL GAS	5,698	6,614	6,000	7,429	6,900	(529)
2-74-00-00-00-541	ELECTRICITY	17,085	17,564	40,500	15,910	8,000	(7,910)
2-74-00-00-01-831	SOLAR PANEL DEBENTURE	4,740	4,462	-	3,233	16,878	13,645
	TRANSFER TO CAPITAL	-	-	-	-	-	-
	TRANSFER TO RESERVES	-	-	-	-	-	-
2-74-00-00-00-700	AMORTIZATION	26,585	26,585	-	-	-	-
	TOTAL EXPENSES	85,614	100,862	116,300	59,252	111,068	51,851
	NET	69,874	74,181	73,190	36,074	52,918	16,879



Request for Decision Committee Reports

RECOMMENDATION

That the committee reports for the period ending October 19, 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. ORRSC Board of Directors Minutes



OLDMAN RIVER REGIONAL SERVICES COMMISSION

ANNUAL GENERAL BOARD OF DIRECTORS' MEETING

MINUTES

Thursday, June 2, 2022 – 7:00 p.m.

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge) or ZOOM Virtual Meeting

BOARD OF DIRECTORS:

Colin Bexte (In Person) Village of Arrowwood
 Kent Bullock (Absent) Village of Barnwell
 Dan Doell (In Person) Village of Barons
 Mike Wetzstein (Virtual) Town of Bassano
 Ray Juska (Virtual) City of Brooks
 Roger Houghton (In Person) Cardston County
 Allan Burton (In Person) Town of Cardston
 Sue Dahl (Absent) Village of Carmangay
 Trevor Wagenvoort (Absent) Village of Champion
 Brad Schlossberger (Absent) Town of Claresholm
 Jesse Potrie (In Person) Town of Coalhurst
 Tanya Smith (In Person) Village of Coutts
 Dave Slingerland (Absent) Village of Cowley
 Dave Filipuzzi (In Person) Mun. Crowsnest Pass
 Dean Ward (In Person) Mun. Crowsnest Pass
 Kole Steinley (In Person) Village of Duchess
 Gordon Wolstenholme (In Person) Town of Fort Macleod
 Mark Peterson (Absent) Village of Glenwood
 Suzanne French (Virtual) Village of Hill Spring
 Morris Zeinstra (Absent) Lethbridge County

Brad Koch (Absent) Village of Lomond
 Gerry Baril (In Person) Town of Magrath
 Peggy Losey (In Person) Town of Milk River
 Dean Melnyk (Absent) Village of Milo
 Victor Czop (Virtual) Town of Nanton
 Marinus de Leeuw (In Person) Village of Nobleford
 Henry de Kok (In Person) Town of Picture Butte
 Tony Bruder (In Person) M.D. of Pincher Creek
 Don Anderberg (Virtual) Town Pincher Creek
 Ronald Davis (Absent) M.D. of Ranchland
 Neil Sieben (Absent) Town of Raymond
 Don Norby (Absent) Town of Stavely
 Matthew Foss (In Person) Village of Stirling
 John Turcato (Absent) MD of Taber
 Raymond Coad (Absent) Town of Vauxhall
 Christopher Northcott (In Person) Vulcan County
 Richard DeBolt (Absent) Town of Vulcan
 David Cody (In Person) County of Warner
 Scott Alexander (Virtual) Village of Warner
 Ian Sundquist (Absent) M.D. Willow Creek

STAFF:

Lenze Kuiper Director
 Gavin Scott Senior Planner
 Diane Horvath Senior Planner
 Bonnie Brunner Senior Planner
 Steve Harty Senior Planner
 Mike Burla (Virtual) Senior Planner

Jennifer Maxwell Subdivision Technician
 Ryan Dyck Planner
 Hailey Winder Planner
 Kattie Schlamp Planner
 Yueu Majok CAD/GIS Technologist

Chair Gordon Wolstenholme called the meeting to order, the time being 7:00 pm.

1. APPROVAL OF AGENDA

Moved by: Tanya Smith

THAT the Board of Directors approve the agenda for June 2, 2022, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Peggy Losey

THAT the Board of Directors approve the meeting minutes of December 2, 2021, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. AUDIT PRESENTATION – Derek Taylor, Partner – KPMG LLP

Derek Taylor, Partner at KPMG LLP provided a brief overview of the 2021 Audited Financial Statements for the Oldman River Regional Services Commission. He reported that the financial statements present fairly, in all material respects, the financial position of the ORRSC for the year ending December 31, 2021. Excess revenues over expenses for the year totaled \$296,030 which may be used to build up operating and capital reserves. He also expressed appreciation for the opportunity to provide auditing services to ORRSC over the past several years.

5. REPORTS

a. Executive Committee Report

The Executive Committee Report was presented for information.

6. BUSINESS

a. Draft ORRSC 2021 Annual Report and Financial Statements

CAO Lenze Kuiper presented the 2021 Annual Report and shared a PowerPoint presentation. The presentation included highlights from the annual report and summarized the revenue and expense items. Subdivision activity over the years was also reviewed.

Moved by: Marinus de Leeuw

THAT the Board of Directors have reviewed and ratified the Executive Committee approval of the ORRSC annual report and financial statements for the year ending December 31, 2021

CARRIED

b. Subdivision Notifications to Board Members

Senior Planner Diane Horvath explained the history of subdivision referrals to ORRSC Board Members. Prior to 1995, the Oldman River Regional Planning Commission would act as the Subdivision Authority and approve the subdivision applications. As part of the circulation process, a subdivision referral would be sent to the ORRSC Board Member.

Today, the municipalities approve their own subdivision applications with an appointed Subdivision Authority. The ORRSC Board Members are appointed from the member municipalities, and often, the board members are also appointed to the Subdivision Authority or Subdivision and Development Appeal Board. Therefore, the ORRSC Board Members should not be receiving subdivision referrals in advance.

Moving forward, our office will discontinue the subdivision referrals to the ORRSC Board Members as this is a holdover from the former Planning Commission.

c. Year to Date Subdivision Activity – April 2022

CAO Lenze Kuiper presented the year to date subdivision activity from January – April 2022. During this time, there has been 82 subdivision applications to create 227 lots. Subdivision revenue is at \$160,685.00 compared to \$140,567.50 last year.

d. ORRSC Policy Review

The purpose of the Policy Review Committee is to review, revise and develop policies that will serve to guide the Executive Committee, Board of Directors, and staff of the Oldman River Regional Services Commission to fulfil the responsibilities and obligations of the Commission and to successfully provide the services expected from its Member Municipalities.

The Policy Review Committee will comprise of:

ORRSC CAO – Lenze Kuiper
ORRSC Planning Department Rep – Steve Harty
ORRSC GIS/Administration Rep – Jennifer Maxwell
ORRSC Executive – Neil Sieben
Administrative Support - TBA

The Policy Review Committee and Terms of Reference was approved by the Executive Committee on April 14, 2022. The timeline for this project is expected to take one year.

e. ORRSC Periodical – Cryptocurrency

The next edition of ORRSC's quarterly periodical will be on cryptocurrency and will be circulated in June 2022. The topic for the September 2022 edition will be short term rentals and vacation homes.

7. ACCOUNTS

a. Balance Sheet and Comparative Income Statement

Moved by: Gerry Baril

THAT the Board of Directors approve the balance sheet and comparative income statement for the 3-month period: January 1 – March 31, 2022.

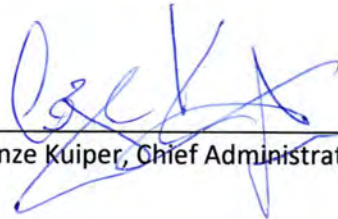
CARRIED

8. ADJOURNMENT

With no further questions and nothing further to discuss, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:44 pm.



Gordon Wolstenholme, Chair



Lenze Kuiper, Chief Administrative Officer



Request for Decision Correspondence

RECOMMENDATION

That the correspondence for the period ending October 19, 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. Scott Alexander Resignation
2. Municipal Affairs: Directive 2
3. Chinook Arch Regional Library Board Report
4. Fortis Alberta Proposed Rate Letter
5. Alberta Health Services Health Engagement Tour Update
6. Alberta Health Services Engagement
7. Alberta Justice and Solicitor General
8. Alberta Health Services Update on EMS 10 Point Plan
9. Alberta Precision Laboratories
10. AEMA South Training Calendar
11. FCSS Outreach Services Report
12. Village of Warner Water Results: August

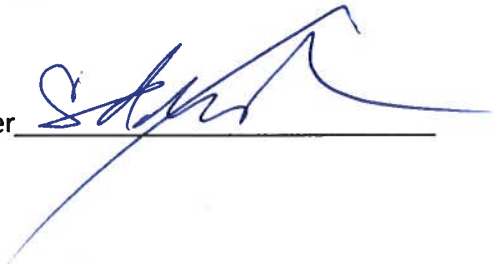
To the residents of the Village of Warner
CAO Kelly Lloyd
Council, Village of Warner

September 15, 2022

I've been a member of the community in Warner for ten years. It's been home to me. A place I've grown and watched my step sons, neighbours and many others grow too. The people of this village put their faith in me to help keep Warner a village and to improve it, along with the Mayor and my fellow councillors. I can say with certainty that I've done my level best to make them proud of putting their confidence in me. We've had some heated debate and friendly discussion on council with respect to the choices made on behalf of the village and my fellow councillors have been true to themselves and their principals. This I appreciate and respect whole-heartedly and hope the residents of Warner continue to be engaged and participate in the betterment of this place I called home.

I've always done my best to fulfill my obligations and commitments, so this is no easy task, but effective immediately, I must resign as councillor for the Village of Warner and concede my seat on the Executive Committee for South Grow Regional Initiative, and my seat at ORRSC as well as the Warner Municipal Planning Commission. I've made every effort to maintain residency here in the village, but I could not find a suitable place to rent. I trust the electorate will find a suitable replacement.

Scott Alexander



Deputy Minister
18th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR109749

September 30, 2022

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

Dear Mayor Lindsay and Council:

Thank you for the Village of Warner's email of September 15, 2022, providing the updated capital plan progress report as required under Ministerial Order No. MSD:030/22.

On behalf of the Honourable Ric McIver, Minister of Municipal Affairs, I am pleased to notify you the village's response satisfies the requirements of Directive 2.

I appreciate the diligence and timeliness with which the Village of Warner has approached the directives arising from the viability review. I commend the village for submitting its capital plan in advance of the time extension granted by Minister McIver under Ministerial Order No. MSD:074/22.

I am also pleased the capital plan includes anticipated funding sources, provides rationale on the prioritization of projects, and anticipates capital improvements not previously identified in the village's infrastructure study. I am confident the Village of Warner will benefit from these efforts.

I look forward to receiving the next annual progress report by June 1, 2023, as directed in the order.

.../2

If you have any questions, please contact Katie Neufeld, Municipal Viability Advisor, Municipal Affairs, toll-free by first dialing 310-0000, then 780-644-7508, or at katie.neufeld@gov.ab.ca.

Sincerely,



Brandy Cox
Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs
Kelly Lloyd, Chief Administrative Officer, Village of Warner
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division,
Municipal Affairs
Katie Neufeld, Municipal Viability Advisor, Municipal Services Division,
Municipal Affairs

BOARD REPORT



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - August 4, 2022

Chinook Arch Approves 2023-2026 Plan of Service

Like all Alberta library boards, Chinook Arch is required by law to develop a Plan of Service to guide how it invests its resources. The 2023-2026 Plan of Service was developed in consultation with member library staff and other stakeholders. This exciting plan has five main areas of focus:

- Boosting foot traffic in libraries
- Helping libraries reach out to their communities
- Helping libraries adapt to changing technology
- Providing programming and programming support
- Assisting libraries in extending services to newcomers to Canada

To view the detailed 2023-2026 Plan of Service, please visit the Chinook Arch website at www.chinookarch.ca under “About Us.”

Proposed 2023-2026 Levy Schedule Forwarded to Member Councils

The Chinook Arch Library Board has approved a proposed member levy schedule for the 2023-2026 budget cycle. The proposed levy includes small annual increases that will help Chinook Arch address inflationary pressures while providing enough resources to accomplish the goals of the 2023-2026 Plan of Service. In order for the new levy schedule to take effect, it must be approved by two thirds of member councils representing two thirds of the population. The proposed levy schedule is now before councils. Here is the proposed per capita levy schedule as approved by the board:

Year	Proposed Municipal Levy	Annual Increase (\$)	Annual Increase (%)
Current	\$7.76		
2023	\$7.93	\$0.17	2.19%
2024	\$8.09	\$0.16	2.02%
2025	\$8.22	\$0.13	1.61%
2026	\$8.32	\$0.10	1.22%

Board Members Present

Cardston County	Tom Nish
Carmangay	Sarah Mitchell
Champion	Terry Penney
Claresholm	Tony Hamlyn
Coalhurst	Lyndsay Montina
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Glenwood	Linda Allred
Hill Spring	Suzanne French
Lomond	Marie Logan
Magrath	Darryl Christensen
Picture Butte	Teresa Feist
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Raymond	Kelly Jensen
Taber MD	Tamara Miyana
Vulcan	Liz Hammond
Vulcan County	Doug Logan
Warner (Village)	Don Toovey
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Wendy Kalkan
Ministerial Appointment	Vic Mensch (Chair)

Regrets	
Coaldale	Jordan Sailer
Fort Macleod	Jim Monteith
Lethbridge (City)	Robin Harper
Milk River	Anne Michaelis
Nanton	Lise Mayne
Nobleford	Melissa Jensen
Taber	Monica McLean
Vauxhall	Shelley Deleeuw

Absent	
Arrowwood	Wendy Williams
Barnwell	Jane Johnson
Barons	Ron Gorzitza
Cardston	Marsha Jensen
Lethbridge (County)	Tory Campbell
Milo	Christopher Northcott
Stavelly	Denise Allerdings
Stirling	Gary Bikman
Kainai Board of Education	Linda Weasel Head

Looking good Taber!

Taber Public Library recently renovated their Children and Teen areas of the library. These improvements were made possible by a successful Community Foundation grant application along with local donations.



Chinook Arch Regional Library System and our member libraries are located on the traditional lands of the Siksikaitsitapi, (or the Blackfoot Confederacy). This land is also part of Treaty 7 territory. Treaty 7 was intended to recognize and affirm existing Indigenous rights. It was meant to be an instrument of authentic, genuine relationship between Indigenous peoples and Settler Canadians. As such, Chinook Arch acknowledges our obligation to honor the spirit of Treaty 7. We are committed to advancing the process of reconciliation by decolonizing our practices and procedures to enhance experiences and opportunities for Indigenous peoples.

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca





Sept. 29, 2022

RE: Proposed FortisAlberta 2023 Distribution Rates

As your electrical distribution provider, FortisAlberta appreciates serving you as a customer and we look forward to continuing our partnership. Within this letter, we are sharing the highlights of our 2023 Proposed Distribution Tariff – comprised of Distribution Rates and Transmission Rates, currently filed with the Alberta Utilities Commission (AUC). While these are not yet approved, we recognize that the information contained here may be helpful for Municipal, Industrial, and Commercial customers for budget planning purposes.

We know how important reliability is to our customers, so we prudently design, build and maintain our distribution network to ensure power is there when needed. The investments we make in our system benefit all customers and ensure continued safe and reliable provision of distribution services regardless of where customers reside in our service territory. All transmission charges, whether increases or decreases, from the Alberta Electric System Operator (AESO) are flowed through (i.e., passed on as is) to customers via the transmission rates. Transmission rates will see a decrease on a forecast basis while distribution rates, which are generally not subject to any true-up (i.e., revision or correction), will see an increase in 2023.

Pending approval of our submission on Sept. 26, 2022, from the AUC under proceeding 27671, following is a summary of the proposed 2023 rate changes, which would become effective Jan. 1, 2023:

1. FortisAlberta has submitted proposed changes to our Distribution Rates and the Transmission Rates.
2. FortisAlberta has proposed adjustments to the AUC for the Maximum Investment Levels, and Fees.

Note: 2023 rates may also be impacted by other applications and fees outside of FortisAlberta's control, including the AESO transmission Rider C, the Balancing Pool Allocation Rider, and Municipal Franchise Fee Riders.

The attached Rate chart(s) illustrate the estimated percentage and monetary changes, from your December 2022 to January 2023 bundled bill from your retailer, for each rate class based on estimated consumption. Please note that these bill and change estimates are valid only for the estimated consumption shown. Actual bill and change will depend on the actual consumption as well as other factors specified above.

We thank you for the opportunity to advise you of these pending updates. We'll be sending additional communications once our 2023 Rates are approved. In the meantime, please feel free to contact your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Hunka".

Dave Hunka
Manager Municipalities

FortisAlberta
2023 Proposed Rates
Average Monthly Bill Impacts by Rate Class
Including Energy, Retail, and DT Rates & Riders

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2022 Bill	Jan 2023 Bill	\$ Difference	% Change
11	Residential	300 kWh		\$97.89	\$99.63	-\$1.74	1.8%
		640 kWh		\$169.58	\$171.84	-\$2.26	1.3%
		1200 kWh		\$287.68	\$290.79	-\$3.11	1.1%
21	Farm (Breaker) (Closed)	900 kWh	5 kVA	\$126.95	\$130.39	-\$3.45	2.7%
		1,400 kWh	10 kVA	\$426.39	\$431.20	-\$4.81	1.1%
		7,500 kWh	25 kVA	\$1,851.35	\$1,858.69	-\$7.34	0.4%
22	Farm (Demand Metered)	700 kWh	10 kVA	\$310.96	\$317.66	-\$6.70	2.2%
		3,000 kWh	20 kVA	\$892.12	\$901.76	-\$9.64	1.1%
		15,000 kWh	60 kVA	\$3,723.88	\$3,739.73	-\$15.85	0.4%
26	Irrigation (Seasonal Bill)	6,000 kWh	20 kW	\$2,281.39	\$2,266.11	\$15.27	-0.7%
		14,518 kWh	33 kW	\$4,765.38	\$4,685.16	\$80.22	-1.7%
		45,000 kWh	100 kW	\$14,239.40	\$13,997.02	\$239.38	-1.7%
31	Street Lighting (Investment)	5,144 kWh	12,500 W	\$3,397.32	\$3,465.94	-\$68.62	2.0%
33	Street Lighting (Non-Investment)	7,900 kWh	12,000 W	\$2,014.22	\$1,965.81	\$48.41	-2.4%
38	Yard Lighting	5,000 kWh	12,000 W	\$2,267.15	\$2,287.48	-\$20.34	0.9%
Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.							
41	Small General Service	1,083 kWh	5 kW	\$298.95	\$298.80	\$0.15	-0.1%
		2,165 kWh	10 kW	\$560.07	\$558.34	\$1.73	-0.3%
		10,825 kWh	50 kW	\$2,649.04	\$2,634.70	\$14.34	-0.5%
44/45	Oil and Gas Service	2,590 kWh	7.5 kW	\$699.61	\$703.73	-\$4.12	0.6%
		5,179 kWh	15 kW	\$1,334.94	\$1,342.34	-\$7.40	0.6%
		25,895 kWh	75 kW	\$6,417.56	\$6,451.25	-\$33.69	0.5%
61	General Service	32,137 kWh	100 kW	\$5,838.83	\$5,747.53	\$91.30	-1.6%
		63,071 kWh	196 kW	\$11,279.33	\$11,098.56	\$180.77	-1.6%
		482,055 kWh	1500 kW	\$85,970.21	\$84,577.59	\$1,392.62	-1.6%
63	Large General Service	824,585 kWh	2500 kW	\$138,408.5	\$139,949.1	-\$1,540.56	1.1%
		1,529,869 kWh	4638 kW	\$242,263.0	\$244,803.42	-\$2,540.32	1.0%
		3,298,338 kWh	10,000 kW	\$513,065.2	\$518,112.93	-\$5,047.69	1.0%
65	Transmission Connected Service	The Distribution Component will increase from \$44.38971/day to \$46.761747/per day. The Transmission Component is the applicable rate of the AESO.					

Notes:

Seasonal Bills

Rate 65 Customers receive a flow through of AESO DTS costs,

For the purposes of bill comparisons, proposed charges are calculated using the simplified method. Actual charges will be calculated in accordance with the proposed rate schedule.

Riders Included:

- Municipal Franchise Fee (Average by Rate Class)
- Municipal Assessment Rider (0.79% on July 1, 2022)
- 2022 Base TAR & 2023 Base TAR
- 2022 Q4 QTAR
- 2022 BPAR & 2023 BPAR

Retail / Energy Price Assumptions:

Rates 11 thru 45 -- October 2021 to September 2022 Average EEAI RRT Rates

Rates 61 & 63 -- August 2021 to July 2022 Average EPCOR Default Supply Rates

CUSTOMER CONTRIBUTIONS SCHEDULES

Table 1
Maximum Investment Levels for Distribution Facilities
when the Investment Term is 15 years or more

Type of Service	Proposed 2023 Maximum Investment Level*
Rate 11 Residential	\$2,776 per service
Rate 11 Residential Development	\$2,776 per service, less FortisAlberta's costs of metering and final connection
Rate 21 FortisAlberta Farm and Rate 23 Grain Drying	\$6,297 base investment, plus \$901 per kVA of Peak Demand
Rate 26 Irrigation	\$6,297 base investment, plus \$1002 per kW of Peak Demand
Rate 38 Yard Lighting	\$896 per fixture
Rate 31 Street Lighting (Investment Option)	\$3,241 per fixture
Rate 41 Small General Service	\$6,297 base investment, plus \$1002 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,297 base investment, plus \$1002 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$6,297 base investment, plus \$1002 per kW for the first 150 kW, plus \$125 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$113 per kW of Peak Demand, plus \$124 per metre of Customer Extension

Notes:

Maximum investment levels are reduced if the expected Investment Term is less than 15 years.

*Proposed 2023 Maximum Investment Levels as filed with AUC on Sep. 26, 2022



Health Engagement Tour Update

September 2022

Your Update from the Ministry of Health and Alberta Health Services

▼ MESSAGE FROM MINISTER COPPING

Primary care crucial to Alberta's healthcare system

As I continue visiting Albertans across the province, I enjoy hearing what you think is going right in our health care system and what isn't.

I'm most encouraged by the ideas and solutions being brought to the table by each participant that might improve our system.



JASON COPPING
Minister of Health

I'm bringing senior staff from my department and AHS to communities around the province to hear what Albertans need from their healthcare providers and

how we can make it happen. We're already working on some specific suggestions.

Over the past few weeks, I met with healthcare workers and community leaders from Bassano, Claresholm and Cardston, as well as in Stettler, Rimbey and Olds. I'm also meeting with many other municipal leaders from across Alberta during the Alberta Municipalities conference. Their insight will significantly add to the feedback we are gathering on this province-wide tour. While many of these areas have very similar issues, the solutions to fix them can often vary.

One thing I am hearing is that people, especially rural Albertans, want more local-decision making; they understand the value of an integrated system that manages on the scale of the whole



Garth Rowswell, MLA for Vermilion-Lloydminster-Wainwright, far left, and Health Minister Jason Copping, centre, prepare for a site visit at the Stettler Hospital and Care Centre.

province, in areas like procurement and basic standards for quality and access. But exactly how to manage services in Lethbridge or Whitecourt or Cardston has to be decided by people in Lethbridge and Whitecourt and Cardston, and it's not going to be the same as in Edmonton or Calgary. So we need to get the balance right between local and provincial decisions.

A related question is about the funding and management of primary care, including the Primary Care Networks. We need to increase access to family physicians and primary care everywhere, especially in smaller communities; the PCNs are a great platform to do that. We need to reinvest in the PCNs and in primary care generally. We need to get

the balance right between provincial goals and standards and room for local initiatives to meet local needs.

To inform the necessary changes, I announced the forming of Expert Panels for Modernizing Alberta's Primary Care System (MAPS). These experts

will provide valuable insight from across Alberta, Canada, and the world on how we might be able to provide better preventative health care and ease the extraordinary burden that is on our acute and emergency health care systems. The goals of the panels are to help ensure access to quality,

timely, and appropriate care options that provide seamless integration to other health, social, and community services.

(CONTINUED ON PAGE 2)

We need to
increase access to
family physicians
and primary care
everywhere.

▼ **PRIORITY: PUBLIC HEALTH & PANDEMIC RESPONSE AND RECOVERY**

Taber now offers water-immersion birthing option

Expectant patients accessing midwifery services in Taber now have the option of midwife-supported water immersion births at the Taber Health Centre.

With the addition of water immersion facilities and additional staff training, the Taber Health Centre became the first site in the South Zone of Alberta Health Services to offer the midwife-supported service this past August. Water immersion means at least part of labour or delivery, or both, happens in a pool of warm water.

▼ **MESSAGE FROM MINISTER COPPING**

Primary care crucial

(CONTINUED FROM PAGE 1)

By making Albertans meaningful partners in achieving their health and wellness goals, we can leverage innovations in healthcare to provide world-class care while providing culturally safe and appropriate care, especially for the First Nations, Métis, and Inuit people of Alberta.



Click here to read What We Heard documents

health tour so far. While the feedback you gave isn't quite ready to be shared like the links in this edition, we will make sure there are links to them in the next edition of the newsletter. Our engagement tour isn't over yet, and the window to provide your feedback is far from closed. You can reach out at any time by sending me an email with the subject line HEALTH ENGAGEMENT TOUR to health.minister@gov.ab.ca.

Thank you to everyone who has participated in the rural



AHS Board Chair Gregory Turnbull, left, discusses healthcare in Bassano with community partners.

▼ **MESSAGE FROM AHS BOARD CHAIR AND INTERIM PRESIDENT AND CEO**

Let's talk about healthcare

We are back on the road!

The Health Engagement Tour — which visited nine communities in three Alberta Health Services (AHS) zones this past June and July — started its second leg this month and will continue until mid-October.

We are visiting Albertans where they live and work, and asking them about the direction of AHS and how we can improve care, especially in their communities. At the time of writing, we've visited six communities this month. The sessions run until Oct. 12.

We want to ensure the priorities outlined in the AHS 2022-2025 Health Plan align with what matters to Albertans.

We are hearing about the unique healthcare challenges in our rural



GREG TURNBULL
AHS Board Chair



MAURO CHIES
Interim AHS CEO

communities.

We are also hearing that Albertans acknowledge the benefits of a centralized, provinciewide model of healthcare delivery but also the need for more local decision-making authority on

matters of local concern.

The feedback we're receiving during the tour suggests we're on the right track, and we're pleased to be able to talk about progress we're making in the areas of surgical wait-lists, EMS response times, workforce recruitment and retention, and our ongoing pandemic response and recovery.

If you are unable to meet with us in person, we encourage you to share your thoughts in an email. Please send to community.engagement@ahs.ca

▼ PRIORITY: WORKFORCE RECRUITMENT AND RETENTION

AHS, AUPE-GSS reach new four-year agreement

Alberta Health Services (AHS) and the Alberta Union of Provincial Employees (AUPE) – General Support Services (GSS) have ratified a new collective agreement.

The four-year agreement expires on March 31, 2024, and sets out the terms and conditions for over 32,000 healthcare workers. The new collective agreement includes increases totaling 4.25 per cent over the length of agreement and a one per cent COVID-19 recognition payment for the calendar year of 2021. In addition, AHS and AUPE-GSS have agreed to partner on work to address recruitment and retention to remote and rural communities.

▼ PRIORITY: PUBLIC HEALTH & PANDEMIC RESPONSE AND RECOVERY

Leading-edge cardiac procedure hits milestone

A team of Edmonton cardiac experts is celebrating a milestone a dozen years in the making: 1,000 patients in the city have undergone a leading-edge cardiac procedure known as TAVI.

Transcatheter aortic valve implantation, or TAVI, is used to treat patients with severe aortic stenosis, which blocks the aortic valve of the heart causing shortness of breath, chest pain, dizziness, fatigue, and can be fatal if left untreated.

Doctors insert a manufactured valve through a catheter inserted into a blood vessel and into the heart, replacing a patient's failing aortic valve.

In Edmonton, the TAVI procedure was first performed in 2010. It is a treatment option for patients for whom traditional open-heart surgery is deemed too risky.

▼ PRIORITY: WORKFORCE RECRUITMENT AND RETENTION

Three new physicians recruited to North Zone

Residents in two northern Alberta communities now have improved access to primary care with the recruitment of three new family doctors.

In Wabasca, Dr. Mohammad Khan began practising at the Bigstone Wabasca Medical Clinic this past May, and Dr. Glory Chukwuma began practising at Wabasca-Desmarais Health Care Centre and the Golden Opportunity Medical Clinic this past June.

In Whitecourt, Dr. Osayande (Tesh) Oteghekpen is providing care at Life Medical Clinic.

All are accepting new patients.

▼ PRIORITY: WORKFORCE RECRUITMENT AND RETENTION

Change to help Cold Lake physician availability

Health Minister Jason Copping has changed the designation of the Cold Lake Healthcare Centre in an effort to reduce disruptions to patient care caused by physician unavailability.

The facility's designation is being changed from rotation duty (because it exceeds 25,000 annual visits) to callback.

This change will enable Cold Lake physicians to receive a callback fee for emergency work, which is expected to improve physician recruitment and retention in the community. Eleven other AHS sites with 25,000+ visits are also designated callback facilities.



Dr. Benjamin Tyrrell, an Edmonton-based cardiologist and program director for the TAVI program, examines Rick Kilbourn, the 1,000th patient to undergo the procedure in Edmonton.

"The TAVI procedure doesn't require a sternotomy, it doesn't require an ICU stay or lengthy hospitalization, the risk of stroke is lower. Overall, it's amazing technology," says interventional cardiologist Dr. Benjamin Tyrrell.

"TAVI patients can resume normal activities within days, with no need for rehabilitation therapy. It eliminates a huge strain on the patient and their families, and on the healthcare system."

This past spring, Rick Kilbourn became the 1,000th patient to undergo

the TAVI procedure in Edmonton. He had open heart surgery to replace a valve in 2004. When that valve started to fail, his doctor recommended a TAVI procedure.

Kilbourn was released from the hospital the same day he had his TAVI procedure. He says his recovery has been significantly easier than recovering from open heart operation.

"It was unbelievable," Kilbourn says. "I can't believe what doctors can do these days."

▼ **PRIORITY:**
ALBERTA SURGICAL INITIATIVE

Annual cancer surgery numbers are up

12.5 per cent increase over pre-pandemic levels

Alberta's cancer surgery program is operating at nearly 115 per cent of pre-pandemic surgical volumes, with a larger proportion completed within a clinically appropriate time frame.

In the 2021-22 fiscal year, Alberta Health Services (AHS) completed about 22,500 cancer surgeries, and 70 per cent of those were completed within clinically recommended wait times.

The number of surgeries represents a 12.5 per cent increase over pre-pandemic levels, when AHS completed 20,000 cancer surgeries (approximately 60 per cent within clinically recommended wait times) in 2018-19.

"Cancer treatment and care remains one of our highest priorities, and these procedures were prioritized throughout the pandemic to make sure that those who have the most urgent need go first," says Dr. Lloyd Mack, Medical Lead for Cancer Surgery Alberta.



VIDEO: Cancer centre to 're-envision how we work together'

The Calgary Cancer Centre is more than a new facility; it represents a new, integrated approach to cancer care, according to the medical professionals who will work there. Construction on the \$1.4-billion centre is expected to be complete this year, with the first patients welcomed next year.

▼ **PRIORITY: EMS 10-POINT PLAN**

Staff, hours added in Okotoks, Chestermere

Alberta Health Services Emergency Medical Services (AHS EMS) has added additional paramedic staff and increased ambulance hours to better serve patients in Okotoks and Chestermere.

Ambulance coverage in both communities will now be available, locally, 24 hours daily. Previously, ambulances from surrounding areas have served the community outside of coverage hours.

As of Aug. 15, eight new paramedics have started working in Okotoks and Chestermere. This additional

suburban coverage is being bolstered by nine additional ambulances that are now serving patients in Calgary and Edmonton, helping to relieve some pressure on EMS, and reducing demand on EMS support from neighbouring communities.

"We've been steadfast in our goal of adding capacity to the system," says Darren Sandbeck, Chief Paramedic and Senior Provincial Director, AHS EMS.

These ambulances have been funded through \$16 million included in the current Government of Alberta budget.

▼ **PRIORITY: PUBLIC HEALTH & PANDEMIC RESPONSE AND RECOVERY**

Airdrie urgent care resumes 24/7 coverage following recruitments

The urgent care centre at the Airdrie Community Health Centre resumed 24/7 hours of operation in August following the recruitment of four new physicians.

Additionally, more than \$1 million in new funding will add staffing and three new care spaces to further improve and enhance urgent care services in Airdrie. The community's urgent care centre

currently sees and cares for between 130 and 140 patients every 24 hours. The addition of the three new care spaces will bring the capacity to 16 treatment spaces.

▼ **PRIORITY:****ALBERTA SURGICAL INITIATIVE**

More surgical options coming for Albertans

As part of the Alberta government's commitment to expanding healthcare system capacity and provide Albertans with better value for their healthcare dollars, Alberta Health Services (AHS) has invited chartered surgical facilities in central and southern Alberta to submit proposals to support additional surgeries. The contracts would increase capacity for hip, knee and other general surgeries to include 1,350 more surgeries in AHS Central Zone and another 1,250 more in the South Zone.

Chartered surgical facilities are public healthcare. The province pays for the procedures and they follow the same safety and professional standards as any hospital. Chartered surgical facilities have been offering publicly funded surgeries since the 1990s in Alberta. Now, more provinces are making use of chartered facilities in their communities to deal with ballooning surgery wait times after the pandemic. Twenty per cent of surgeries in Alberta were performed in chartered facilities in 2021-22 — that's about 55,500 surgeries.

This boost means many Albertans will be able to receive publicly funded surgeries closer to their home communities, which could include locations such as Red Deer in the Central Zone, and Lethbridge and Medicine Hat in the South Zone. Moving more of the orthopedic and other general surgeries into chartered surgical facilities will free up operating room space in hospitals to provide more complex surgeries.

Main operating room surgical suite hours have been increased at hospitals. Budget 2022 provides \$133 million over three years to expand and build new operating rooms in hospitals across the province, including in Calgary, Edmonton, Edson, Grande Prairie, Lethbridge, Medicine Hat and Rocky Mountain House.



All Albertans should have access to a family doctor or a primary care physician where they live. This is the goal of MAPS: Modernizing Alberta's Primary Health Care System.

▼ **PRIORITY: PUBLIC HEALTH & PANDEMIC RESPONSE AND RECOVERY**

Stabilizing, strengthening primary healthcare

Alberta should be a place where access to a family physician or primary health care provider should be available to anyone who needs it, no matter where they live in the province. To achieve this, we need to look at modernizing primary healthcare and easing pressures on our hospitals as we emerge from the pandemic. This is why we are introducing Modernizing Alberta's Primary Health Care System (MAPS).

Making meaningful change starts with bringing Alberta's primary healthcare leaders and national and global experts together to identify immediate and long-term improvements to strengthen the primary healthcare system.

Three advisory panels have been tasked with the initial piece of work that will identify primary healthcare improvements in the short-term as well as over the next five to 10 years.

A Strategic Advisory Panel made up of local primary healthcare leaders, patients

and experts will recommend an overall strategy to improve primary healthcare. An International Expert Panel made up of national and international experts will inform the work of the Strategic Advisory Panel. An Indigenous Panel of Indigenous health experts will ensure Indigenous voices and wisdom are integrated into the initiative.

MAPS will have a particular focus on addressing challenges Indigenous and rural Albertans face when trying to find a family doctor or other primary healthcare provider.

Working closely with the Alberta Medical Association, Primary Care Networks (PCNs) and other primary healthcare leaders across the province, the panels will address major issues, identify key areas for improvement, and recommend both new opportunities and ways to ramp up existing strengths in the system. A final report with a recommended strategies will be finalized in spring 2023.

From: [Community Engagement](#)
To: [Community Engagement](#)
Subject: What matters to you? South Zone Healthcare Planning
Date: September 23, 2022 2:37:28 PM
Attachments: [image002.png](#)

Sent on behalf of South Zone leadership:



As our communities and province grow and age, and the demands on the healthcare system evolve, we need to plan for the future of health services.

Alberta Health Services (AHS) is creating the South Zone Healthcare Plan which will help shape the high-level strategic vision, direction, and clinical service plans for [AHS' South Zone](#) for the next 10 to 15 years. The South Zone Healthcare Plan will be the road map for decision making and prioritization to provide quality, accessible and sustainable health services. The development of this plan will require a zone-wide approach, reaching into the communities served by the zone to understand their unique perspectives and priorities.

To accomplish this, we need your help. We would like to invite you to take part in this process. We need to hear from those who depend on our health services. We want to hear what matters to you and the people in your community to help shape the future of healthcare in South Zone.

To start, we encourage you to visit our [Together4Health page](#) which will have the latest information on when we will be visiting communities, activities where you can submit your thoughts, and information about what the planning process entails.

Thank you for giving us the opportunity to receive your feedback as we develop the South Zone Healthcare Plan. Please share this opportunity, along with the link to the [Together4Health survey](#), with others so they may also offer their insights.

Linda Iwasiw
Chief Zone Officer, South Zone
Alberta Health Services

Dr Aaron Low
Zone Medical Director, South Zone
Alberta Health Services



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ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

AR 52496

September 28, 2022

Dear Mayor/Reeve:

The Government of Alberta is recognizing and endorsing the following International Holocaust Remembrance Alliance working definition of anti-Semitism through an order-in-council.

“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

Thirty-five countries, including Canada in 2019, endorsed or adopted this definition. Along with Alberta, three other provinces: Ontario (2020), Québec (2021) and New Brunswick (2021) have already endorsed or adopted the definition.

The *Alberta Human Rights Act* prohibits discrimination on the basis of several categories, including race, religious beliefs, colour, ancestry, and place of origin. All forms of racism are unacceptable, and endorsing this definition is just one way Alberta’s government is combating racism, supporting racialized communities, and promoting a safe and welcoming province for everyone.

The Government of Alberta is asking all municipalities across Alberta to consider accepting and amending their bylaws to reflect this definition.

Sincerely,

Honourable Tyler Shandro, KC, ECA

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs

pat.fule@strathmore.ca; allan.gamble@parklandcounty.com; tyler.gandam@wetaskiwin.ca; marty.gauthier@icloud.com;
jeff.genung@cochrane.ca; hughenden@xplornet.com; andrew@mcsnet.ca; themayor@calgary.ca; R.Goodwin@town.blackdiamond.ab.ca;
tgrant@townofvulcan.ca; cqurevitch@sylvansummersvillages.ca; thagen@cremona.ca; jim.h@foxcreek.ca; gentryyah@icloud.com;
jhandley@nanton.ca; barnwell@barnwell.ca; mhanson@sylvanlake.ca; marge.hanssen@svnakamun.com;
mayorharris@crossfieldalberta.com; Karl.hauch@bruderheim.ca; munson@netago.ca; morrin@netago.ca; lucihenry1@gmail.com;
mayorheron@stalbert.ca; danhillier@rochonsands.net; Ahnatiw@sturgeoncounty.ca; hockley@telusplanet.net; symholmes@gmail.com;
hholowaychuk@smokylake.ca; jhoover@blackfalds.com; pelicanarrows@gmail.com; ahornseth1@gmail.com; dhoule@villageofbigvalley.ca;
admin@villageofcarma.ca; rhunter@didbury.ca; ray.hutscal@roshaven.ca; rreland@town.jasper.ab.ca; Janet.Jabush;
w.jackson@hardisty.ca; MartinJarvis909@gmail.com; jonj@tanksafe.com; ken.johnston@reddeer.ca; d.jones@townofoyen.com;
gwen.jones@settlementpoint.ca; gkatchur@fortsask.ca; randakay@hotmail.com; gerry.keane@primus.ca; bkellert@town.killam.ab.ca;
B.Kelly@town.blackdiamond.ab.ca; dwightk@redcliff.ca; kklassen@linden.ca; Rose.Klassen@village.longview.ab.ca;
Blair.kletke@ghsd75.ca; cao@villageofomond.ca; DKochan@rockyview.ca; info@minburncounty.ab.ca; cao@villageofbitternlake.ca;
sean.krausert@canmore.ca; m.kronen@cardston.ca; svcastle.kupchenko@gmail.com; mylanctot@gmail.com; chipmanab@mcsnet.ca;
busselman.czar@mcsnet.ca; lee@ryley.ca; rleriger@westlock.ca; slevy@sedgewick.ca; lewington@stirling.ca; admin@warner.ca;
mark.lindskoog@gmail.com; aboffice@albertabeach.com; mayor@valleyview.ca; mayor@fairview.ca; macphee@seabeach.ca;
tmacphee@vegreville.com; jamnrg@telus.net; jbmargolus@gmail.com; richard.martin@settlementpoint.ca; nmayer@camrose.ca;
dmayr@warburg.ca; cmcateer@highlevel.ca; admin@townofbashaw.com; mcdowell.d@nobleford.ca; cao@townofprovost.ca;
dmckenzie@barrhead.ca; PaulMcLauchlin@ponokacounty.com; clerk@acme.ca; debmcmcom@yahoo.com; rosaind@villageofxplornet.com;
Mayor@hinton.ca; mmiller@town.stpaul.ab.ca; omer.moghrabi@lacabichecounty.com; r.montpellier@valquentin.ca;
cmoore@picturebutte.ca; irvinmorey@bassano.ca; mmousseau@parklandbeachsv.ca; dnelson@villageofcaroline.com;
themayor@calgary.ca; chad.newton@islandlake.ca; snolls@stettler.net; donaldjoborowsky@wainwardcapital.com;
khreintjes@crossfieldalberta.com; rick.pankiw@rimbey.com; glendon@mcsnet.ca; pedersen.ja@gmail.com; dpeel@millet.ca;
b.peever@villageofcarbon.com; kirk.p@lamont.ca; Mayor@hythe.ca; chelsae.petrovic@claresholm.ca; richard@blackfalds.com;
mayorpotter@sexsmith.ca; berniepoulin@icloud.com; admin@hanna.ca; mayorpowell@athabasca.ca; andrew.prokop@taber.ca;
bpugh@wainwright.ca; grathjen@bentleycouncil.ca; ian.rawlinson@wolfcreek.ab.ca; rodraymond@thorsby.ca; municlerk@grimshaw.ca;
khreintjes@hotmail.com; paul.reutov@lacabichecounty.com; mayor@bowisland.com; svseba@telusplanet.net; reception@sedgewick.ca;
mayor@amisk.ca; drolf@silverbeach.ca; admin@myrnam.ca; grycroft@beaverlodge.ca; negr2@telus.net; bill@whitesandsab.ca;
jimsandmaier@gmail.com; may.schiewe@holden.ca; halkirk@syban.net; curtisschoepp@gmail.com; sschroeder@villageofmilo.ca;
Councilor2@villageofhussar.ca; mayor@rmwb.ca; jason@springlakealberta.com; info@lougheed.ca; dsisley@delia.ca; bill.s@lamont.ca;
cao@villageofchampion.ca; mayor@redwater.ca; rsmith@mannville.ca; CSnodgrass@highriver.ca; gsobolewski@town.bonnyville.ab.ca;
janice.webb@edmonton.ca; karen.sorensen@banff.ca; mayor@lethbridge.ca; lwstamand@gmail.com; pstasko@camrose.ca;
tonysteidel@hotmail.com; bowdenmayor@gmail.com; admin@waiparous.ca; thomas.tarrant@hotmail.com;
mayortennant@crossfieldalberta.com; haylakes@syban.net; svseba@telusplanet.net; tthorn@okotoks.ca; gthronson@vermillion.ca;
thurston.lorne@gmail.com; dennis.mewatha@gmail.com; admin@breton.ca; info@onoway.ca; ctremblay@legal.ca;
mayorturnmire@wembley.ca; d.evans@xplornet.com; svsunrisebeach@wildwillowenterprises.com; mayor@reddeer.ca;
james.verquin@rycroft.ca; bjwalker46@gmail.com; Councilor.Walsh@ghostlake.ca; tyler@slavelake.ca; richard.w@sundre.com;
bwaterhouse@sundancebeach.ca; awatt@silverbeach.ca; barons@xplornet.com; mayor@edgerton.ca; rwildeman@threehills.ca;
emily@milestonemunicipalservices.ca; jimwillet@couttsalberta.com; wwilliams@yhcounty.ca; craig.bbwilson@telus.net;
svpointallison@outlook.com; viviandriver@mcsnet.ca; villageofveteran@gmail.com; wwise@telus.net; bwood@villageofheister.ca;
lbeaupre@countygo.ab.ca; jblakeman@isac.ca; ddrozdz@countybarrhead.ab.ca; ksmook@beaver.ab.ca; john.burrows@woodlands.ab.ca;
lorne.g.young@gmail.com; kevinz@edson.ca; tcampbell@lethcounty.ca; larmfelt@athabascacounty.com;
marcel.auger@mdopportunity.ab.ca; jbishop@county10.ca; lclarke@stettlercounty.ca; rroad@town.vauxhall.ab.ca; cao@ranchland66.com;
dgulayec@thcounty.ab.ca; bguyon@brazeau.ab.ca; melby@telusplanet.net; div3@county24.com; bkalsinski@md.bonnyville.ab.ca;
murray.kerik@mdlsr.ca; josh@mackenzie.county.com; dkroetch@flagstaff.ab.ca; gockerman@county.stpaul.ab.ca;
councilor.rafa@mdacadia.ab.ca; lisa.Rosvold@mdbighorn.ca; maryanne.sandberg@mdwillowcreek.com; gsawchuk@md.bonnyville.ab.ca;
jason.schneider@vulcan.ca; sschulmeister@countypaintearth.ca; bshepherd@lacombecounty.com; ctrautman@county.camrose.ab.ca;
swannstrom@starlandcounty.com; steven.wikierink@fortymile.ab.ca; rwillig@mdpeace.com; div4@county24.com;
lbeaupre@countygo.ab.ca; jblakeman@isac.ca; ddrozdz@countybarrhead.ab.ca; ksmook@beaver.ab.ca; john.burrows@woodlands.ab.ca;
Joyce.Pierce@thorhildcounty.com; tvanrootselaar@mdspiritrivier.ab.ca; jerry.wittstock@kneehillcounty.com;
halisky@smokylakecounty.ab.ca; bhall@athabascacounty.com; rbrochu@mdsmokyriver.com; bbarss@mdwainwright.ca;
cwiese@westlockcounty.com; josh@mackenziecounty.com; ckolebaba@northernsunrise.net; ahubert@saddlehills.ab.ca;
philward2@mdfairview.ab.ca; true.north.strong@outlook.com; gerald.m@birchhillscounty.com; ward5@biglakescounty.ca;
UngarianT@countyofnorthernlights.com; tyler.olsen@mdgreenview.ab.ca; supham@county.stpaul.ab.ca; mharris@mdtaber.ab.ca;
hickey@lethcounty.ca; kevin.grumetza@thorhildcounty.com; amber.link@wheatlandcounty.ca; clukinuk@smokylakecounty.ab.ca;
suzanne.oei@mdfoothills.com; rtaylor@warnercounty.ca; randy.bullock@cardstoncounty.com; douglassm@newellmail.ca;
delilah.miller@foothillscountyab.ca; Dan.Hamilton@cyprus.ab.ca; ccraig@vegreville.com; cao@redwater.ca; kelly.gibson@banff.ca

Subject: Update on EMS 10-Point Plan
Date: September 27, 2022 11:50:11 AM
Attachments: [image001.png](#)



Message from
Chief Paramedic Darren Sandbeck

Update #2 - EMS Update on 10-Point Plan Implementation

We are writing to you today with an update on the progress of the EMS 10-Point Plan.

As AHS EMS continues to manage a sustained and significant increase in 911 calls, its implementation of all items in the [EMS 10-Point Plan](#) is helping to address these continued system pressures, creating capacity within the EMS system.

Progress on each of the initiatives is outlined below, and we continue to update the [AHS EMS website](#).

The EMS 10-Point Plan is one of AHS' critical health priorities. A list of all current AHS priorities can be found here: [Action on Priorities | Alberta Health Services](#).

New ambulances in Calgary and Edmonton

Between January and September 26, 2022, AHS EMS has added 19 new ambulances in Calgary (9) and Edmonton (10). Additionally, extra hours of ambulance coverage were added in Okotoks and Chestermere in August 2022.

New staff have also been hired to support the new ambulances: AHS has hired 40 new Primary Care Paramedics – 20 each in Calgary and Edmonton and this augments an additional 40 paramedic positions that AHS EMS hired in Calgary and Edmonton in the spring of 2022.

Relieving some of the pressure on the EMS system by adding resources in the two largest cities in the province, and the areas of highest demand, is having a positive ripple effect on neighboring communities, as this allows EMS to help retain ambulances in the community where they are based.

Operational changes

These changes assist in creating capacity within the system, by working to free ambulances up for urgent patient care needs and allow EMS to better manage continued high call volume.

EMS continues to divert calls when appropriate, to the Poison and Drug Information Service (PADIS) as part of the initiative to transfer low priority calls. From January to August 31, 2022, 464 calls met the criteria to be diverted to PADIS.

A project in conjunction with Health Link is being established to further refer calls for secondary triage. In the coming weeks work will get underway to assess the staffing, Information Technology and medical protocols related to this initiative. It is estimated this work will evolve throughout the remainder of 2022 and into early 2023. Numerous complexities have emerged that are being managed including IT considerations to ensure calls are not dropped or disconnected, nurses are being engaged for feedback, and protocols are being created to ensure appropriate transfers and follow up mechanisms are in place. Regular meetings are being held between EMS, Health Link 811, IT and leadership to create a rollout plan and specific timeline for this work.

EMS has also ceased the automatic dispatch of ambulances to non-injury motor vehicle collisions. Since the implementation, EMS Emergency Communications Officers have already noted instances where under previous guidelines an ambulance would have automatically been sent. This initiative will become most apparent and effective during the coming winter, likely during major weather events.

The Metro Response Plan (MRP) has been implemented as of March 2022, and since then there have been significant and noticeable improvements in keeping suburban ambulances in their home communities. EMS is continuing to see a significant decrease in suburban and rural ambulances coming into metro areas, which allows for local community coverage to be increased and suburban and rural response times to decrease since this was first implemented in March 2022. For example, before this change the average number of weekly calls for suburban and rural ambulances being called in to the Calgary Zone was approximately 400. Currently the weekly average is approximately 130. In Edmonton prior to the response plan changes there were about 400 outside of community responses per week and currently there are about 290. Further data is still needed to evaluate this change and EMS is monitoring for other impacts it may have.

Related to the MRP, the EMS Pre-empt and Divert initiative has been helping create capacity in the system since it was launched earlier this year. This allows Emergency Communications officers to pre-empt an ambulance from a lower priority assignment and divert it to a higher acuity call when needed. This is continuing to assist in reducing response times to critical patients.

The EMS Provincial Service Plan is being prepared for submission to the Minister. In the spring of 2022, surveys about the current and future state of EMS have been shared to staff, the public, contract service partners and municipal

leaders. Due to concurrent and ongoing work by the Alberta EMS Provincial Advisory Council (AEPAC) and the evaluation of dispatch services by a third party, the Minister has approved submission of the draft Service Plan by November 30, 2022.

Pilot Projects

These initiatives, which demonstrate EMS' continued commitment to innovation, help to free up ambulances from regular inter-facility transfer duties in order to focus on urgent patient care.

An EMS pilot project which helps manage non-emergency inter-facility transfers has concluded successfully in Calgary and North Zones and will be expanded. This project transports patients that do not need acute care using means other than ambulances (i.e. family, shuttles, taxi, etc.). Both data and anecdotal evidence shows a positive impact and a reduction in the number of ambulance trips needed for these types of transports however there are more transports that can make use of these resources. A working group has now been formed that will guide the creation of a formal policy to plan expansion of the pilot project to all zones beginning in the fall-winter of 2022/23.

The Red Deer Inter-Facility Transfer (IFT) Pilot Project is progressing. This project focuses on managing low-acuity patient transfers between facilities with dedicated transfer units, freeing up ambulances to handle emergency calls. Modelling for the plan is complete, and EMS is developing several options for bolstering IFT service in the Red Deer corridor to determine impact. A tentative service schedule and timeline for the project has been proposed. Budgets and each of the options will be evaluated this fall. It is recommended at this time the pilot project take place over a minimum of two years, due in part to capital costs and new staff required.

AHS has also been working to implement two AEPAC recommendations as pilot projects in Spruce Grove. These two projects are designed for Medical First Responders (MFR) to both allow Critical Patient Transport when appropriate, and to permit Spruce Grove's regulated and cross trained MFR members to cancel an incoming ambulance when, after assessment, it is determined that the patients does not require a higher level of care, or transport to a hospital. The Pilot Project will run from September 2022 to March 2023, and data will then be evaluated to determine the outcome of this pilot, and any opportunity for expansion.

Workforce initiatives

These initiatives help improve patient care by boosting supports for EMS staff.

EMS has engaged with contract service partners and has provided the Hours of Work/Fatigue Management project recommendations to mitigate fatigue risk. EMS is continuing to prepare for phase two of this project where additional communities have been identified as needing assistance to mitigate fatigue risk. \$12.2M has been approved to support implementation.

To date, significant work has been done to define fatigue, objectively assess areas where fatigue may pose the greatest risk, and develop recommendations including:

- Making shift scheduling more dynamic and in response to location or station-specific needs.
 - Adopting demand-based scheduling practices so that staffing configurations align with predicted EMS event volumes.
- Adding up to a total of 57 FTE frontline personnel over the next two years across several identified geographical areas to mitigate our most fatigue at-risk resources.
- Transitioning all remaining 24 Hour shifts in the province to structured Core/Flex shifts.

Any or all of the recommendations may be implemented at a site.

Calgary Integrated Operations Centre (IOC) opened on May 11, 2022. This initiative brings paramedic leads and zone and hospital staff together to improve integration, movement of resources and flow of patients. To date, EMS has begun to see a decrease in hospital wait times in part through an increase in transports to Urgent Care Centres. Transports to UCCs tend to result in faster EMS crew turnaround time, and ambulances returning to service faster after transferring care of their patient. This spring, Edmonton expanded the hours of its IOC to further support this work.

Hiring continues within EMS and since January, EMS has hired 202 new employees (from January 1, 2022 – June 30, 2022) including 167 paramedics. Specifically, Calgary Zone has hired 47 paramedics and EMRs since May (May-Aug) and Edmonton Zone has hired 54. Looking over the longer term, in June 2019, 2,569 paramedics were employed by AHS. In June 2022, 3,022 paramedics were employed by AHS. That is 17.6% increase.

EMS continues to have ongoing meetings with some learning institutions regarding hiring of new graduates and potentially expanding future training capacity.

EMS in conjunction with EMS Human Resources and AHS International Recruitment, has launched a public paramedic recruitment initiative with learning institutions in Australia, which currently has more qualified graduates than available jobs. The call for applications is public and provides guidance through the Alberta application and licensing process.

We are working together with our people, our patients and our partners, to ensure our system is robust and sustainable. We thank everyone for their involvement and support, and will continue to keep Albertans updated on this effort.

Sincerely,
Chief Paramedic Darren Sandbeck

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

From: [Community Engagement](#)
To: [Community Engagement](#)
Subject: Upcoming changes to APL In-hospital Lab Service
Date: October 4, 2022 11:19:58 AM
Attachments: [image004.png](#)



Upcoming changes to APL In-hospital Lab Service

Dear Municipal Partners,

As we continue to work to ensure hospital labs are able to focus on the emergency, in-patient and urgent needs of acute and ambulatory hospital patients, community patients in larger urban centres will no longer be accepted for walk-ins or appointments at in-hospital labs. These patients will instead continue to be seen at community lab collection sites (also known as Patient Service Centres (PSC)).

This change takes effect on December 5.

Patients with standing orders in three-month patterns will be impacted by this change as early as October 4, 2002, as clients are currently able to book appointments 90-days in advance.

Hospital laboratories will continue to serve immunocompromised patients by physician or clinic referral only.

- Alberta Children's Hospital, Calgary
- East Edmonton Health Centre, Edmonton
- Foothills Medical Centre, Calgary
- Fort Saskatchewan Community Hospital, Fort Saskatchewan
- Grande Prairie Regional Hospital, Grande Prairie
- Grey Nuns Hospital, Edmonton
- Leduc Community Hospital, Leduc
- Misericordia Community Hospital, Edmonton
- North East Community Health Centre, Edmonton
- Okotoks Health & Wellness Centre, Okotoks
- Peter Lougheed Hospital, Calgary
- Red Deer Regional Hospital, Red Deer
- Rockyview General Hospital, Calgary
- Royal Alexandra Hospital, Edmonton
- South Health Campus, Calgary

- St. Mary's Hospital, Camrose
- Strathcona Health Centre, Sherwood Park
- Sturgeon Community Hospital, St. Albert
- Strathmore District Health Services, Strathmore

Again, all community patients can continue to visit any community collection site for their routine laboratory appointments and in most cases, the nearest PSC is within two kilometers of the acute care centre. Albertans are encouraged to schedule their appointment at one of these locations online at: [Book an Appointment | Alberta Precision Laboratories \(albertaprecisionlabs.ca\)](https://albertaprecisionlabs.ca)

This change is part of APL's larger transition of community lab services to DynaLIFE (DL). By transitioning community lab services to DynaLIFE, APL is better able to maintain lab quality and provide a more efficient, effective and sustainable laboratory system that supports Alberta's ever-growing demand for lab testing.

Be assured that all patients seeking laboratory services in communities across Alberta will continue to have access to community-based lab facilities and services in their areas and rural communities will continue to access community lab collections from their local healthcare centres.

In most cases, the current community collection sites will remain as they are now; however in some centres, new community sites will be built over the coming months, or existing centres upgraded.

As leaders in your community, we know that you are likely to get questions on this. We encourage you to reach out to me, or your local lab leadership, with questions. We will also continue to keep you updated as the transition progresses, across all communities of Alberta.

Thank you for your continued support as we work to enhance lab services, across our province.

Sincerely,

Tammy Hofer

Chief Operating Officer, Alberta Precision Laboratories

Dr. Carolyn O'Hara

Interim Chief Medical Laboratory Officer, Alberta Precision Laboratories



Alberta Emergency Management Agency South Region Training Calendar

OCTOBER 2022

Instructor Led Emergency Management Training

For the foreseeable future, in-person training will be required to follow any CMOH orders/regulations and health best practices for indoor activities. We will also be abiding by any additional restriction that hosting municipalities have in place.

Booking AEMA Instructor Led Emergency Management Training

If you are considering hosting an AEMA emergency management course in 2022 or 2023 contact South Region Field Officer Lorne Thompson @ lorne.f.thompson@gov.ab.ca or cell 587-591-1874. We would appreciate as much notification as possible to facilitate your training needs, this will also assist us in the event we need to secure an additional instructor(s) to facilitate course delivery. **Please note, all AEMA instructor led courses are free of charge to Alberta municipalities.**

Online Emergency Management Training Courses

<https://www.alberta.ca/online-courses-incident-command-system.aspx>

We encourage all municipalities to take advantage of these online course offerings:

- [Basic Emergency Management \(BEM\)](#)
- [Incident Command System ICS-100](#)
- [Municipal Elected Officials \(MEO\) Course](#)
- [Scribing for Emergency Management](#)

***** PLEASE NOTE *****



ICS-200 online is not recognized by ICS Canada. You should confirm if your organization recognizes this training as a pre-requisite for ICS 300 **prior** to registering.

TIME BETWEEN ICS COURSES

The intention is that participants in I-200, I-300, and I-400 have some time between courses to integrate the information, prevent information overload, and to apply the information during an exercise, pre-planned event, or an Incident. It is the intention of ICS Canada that a period of time should pass between courses to allow the candidate to apply training and gain experience before moving to the next level. (ICS Canada Curriculum and Training Standards document 2019, page 9). **AEMA requires 5 months minimum between I-200, I-300, and I-400.**

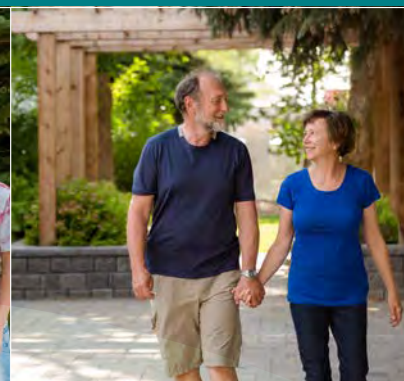
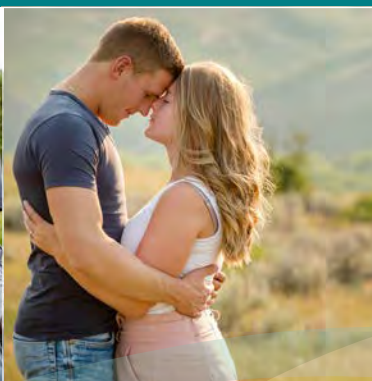
2022 South Region Emergency Management Courses		
Course Name and (Pre-requisites)	Course Date and Status	Location Contact Name and Email
Basic Emergency Management (BEM)	Anytime	Available online at Basic Emergency Management (BEM)
Incident Command System 100	Anytime	Available online at Incident Command System ICS-100
Incident Command System 300 (ICS-200)	October 18th - 20th, 2022	Cardston County (CCREMP) Marian Carlson mariancarlson0@gmail.com
Municipal Elected Officials (MEO) Course - Online	Anytime	Available online at Municipal Elected Officials Course
South Regional AHIMT (SAHIMT) Training Schedule <ul style="list-style-type: none"> • Registration is restricted to SAHIMT members in good standing and with pre-requisites. • Observers welcome if space is available. 		
Course Name (Pre-requisites)	Course Date Status	Location Contact Name and Email
Functional Exercise (All AHIMT trained members)	November 15th & 16th, 2022	Crowsnest Pass (Bellevue). Merrick Brown merbro@medicinehat.ca or Luke Palmer luke.palmer@lethbridge.ca .

Updated: October, 2022.

2022



REPORT TO MUNICIPALITIES OUTREACH SERVICES



Strengthening Families in rural Alberta

www.fcss.ca

Alberta

OUTREACH SERVICES PRIORITIES

DEPARTMENT PRIORITIES

SENIOR SERVICES

Outcome Statement: Seniors have increased capacity to enhance their well-being.

- Increase the number of opportunities for social connections between seniors and children/youth.
- Deliver 4-6 opportunities for caregivers.
- Deliver 2-3 presentations (i.e. life-long learning opportunities) within all 16 communities.
- Refine the process for tracking senior clients attending FCSS programs.

VOLUNTEER SERVICES:

Outcome Statement: FCSS volunteers feel valued.

- Increase the number of volunteer hours across the organization by 10%.
- Increase the number of taxes completed through the Community Volunteer Income Tax Program.
- Refine the process for tracking senior clients attending Family and Community Support Services' (FCSS) programs.

YOUTH SERVICES:

Outcome Statement: Youth (6-18) have increased capacity to manage life's challenges through education, collaboration and outreach services.

- Develop an evaluation process for all youth programs.
- Obtain sustainable resources (funding and staffing) on a long-term basis.
- Work with partners to establish 2-3 new community driven initiatives.
- Incorporate mental wellness awareness in all youth programs.

IMPACT SUMMARY

► SENIOR SERVICES

595 Seniors directly supported (55+)

366 Direct service hours

89% of seniors and **93%** of youth grew in their understanding of another generation.

► VOLUNTEER SERVICES

95 Registered volunteers

3,570 Volunteer hours
(31% increase from 2021)

443 Tax returns completed by 4 volunteers
(45% increase from 2021)

63% of volunteers are between the ages of 6-17

► YOUTH SERVICES

1,660 Direct service hours

156 youth involved in programs

11% of youth identify as 2SLGBTQ+

100% of youth feel that, as a result of the FCSS program, they are better at solving problems.

** Data used in this report was collected between September 1, 2021 – August 31, 2022*

MEET THE TEAM



**KAITLYNN
WEAVER**

**Outreach Services
Supervisor**



**CINDY
LAUWEN**

**Volunteer Services
Coordinator**



**RENEE
WHITE**

**Senior Services
Coordinator**



**JAMIE
LEWIS**

**Youth Inclusion
Project Coordinator**



**STACEY
VANDENHOECK**

**Youth Program
Leader**



**JILLIAN
BOYD**

**Youth DO Crew
Coordinator
(May 2022 – present)**



**SHANNON
RAWLUK**

**Youth DO Crew
Coordinator
(March 2020 -
May 2022)**

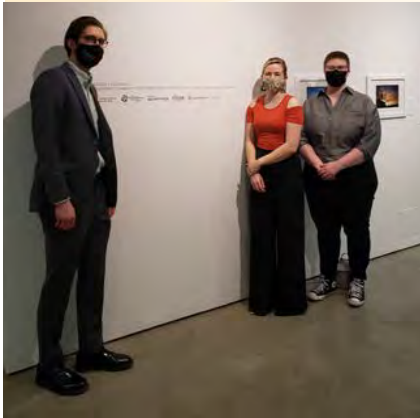


**TRINITY
WALKER**

**Youth Development
Coordinator**

SPECIAL EVENTS

Since October 2021, the Outreach Services team has completed over 10 special events with the goal of raising awareness about FCSS programs and services. Here are a few of the highlights.



Youth Photography Exhibit

Youth from the Municipal District of Taber were given disposable cameras to take photos of their community. These photos were then featured at the Southern Alberta Art Gallery, Barnwell Library, and the Town of Taber's Administration building. See page 16 for details.

National Volunteer Week

FCSS staff hosted small, in-person events to acknowledge and appreciate volunteers in the FCSS service area. **56** volunteers were given appreciation gifts, which included a planting kit, a volunteer certificate, and a snack. This event was funded by the Volunteer Enhancement grant from Volunteer Alberta and the Government of Alberta.

FCSS's events were featured on Bridge City News and on the Volunteer Alberta website



McHappy Day

This year, FCSS helped raise **\$14,614** through the annual McHappy Day event. \$10,909 of which went towards Big Brothers Big Sisters programming in the FCSS service area.



SPECIAL EVENTS

Provincial Launch of Senior's Week

This event was hosted by the Town of Taber, FCSS, and the Government of Alberta on June 6th, 2022. See page 9 for details.



Vauxhall Post-Centennial Events

Funded by a grant from the Government of Alberta, FCSS was asked to coordinate a variety of youth events for the Town of Vauxhall's Post-Centennial celebrations.

"Jamie and FCSS did an amazing job organizing and booking all of the youth events. We received wonderful feedback on all of the events from our community members and it was a pleasure to work with them. ... We would highly recommend working with FCSS for any upcoming youth events. Thank you Jamie and FCSS for all of your work and for making our event such a success" – Danna Ferguson, Vauxhall and District Chamber of Commerce.

Parades

FCSS staff attended **5** parades in the following communities:

Barnwell	Taber
Coaldale	Vauxhall
Nobleford	



SUPPORTING CHILDREN AND YOUTH OVER THE SUMMER MONTHS

SUMMER FUN

Summer Fun is a region-wide program that provides children and youth with learning opportunities to develop life and social regulation skills through games, free time, and targeted lessons throughout the summer.



383 CHILDREN AND YOUTH PARTICIPATED

Barons
Coaldale
Coalhurst
Enchant

Lethbridge County

Milk River

Nobleford

Picture Butte

Vauxhall

Warner



FAMILY TIES CAMPS - COLLABORATION HIGHLIGHT

One week summer day-camp in Picture Butte and two one-week summer day-camps in Stirling for children ages 8-11.

28 CHILDREN ATTENDED

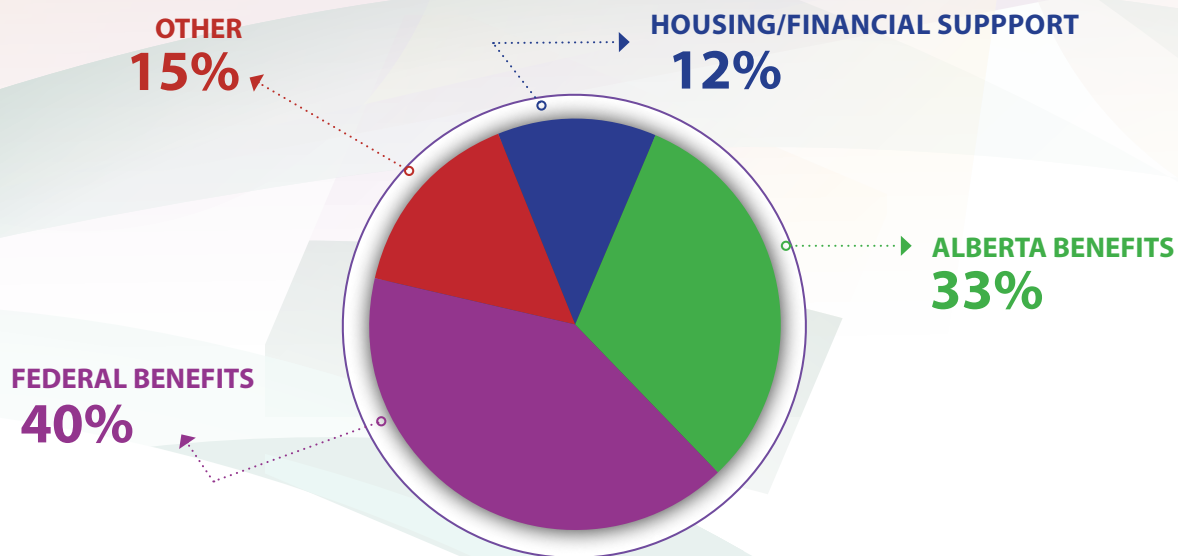


SUPPORTING SENIORS

INFORMATION AND SUPPORT

The Senior Services team offers in-person supports for seniors who need help filling out paperwork to access their benefits and resources. These benefits include Old Age Security and Guaranteed Income Supplement (Federal Benefits), Special Needs Assistance (Alberta Benefits), and subsidized housing applications (Housing/Financial Support). 'Other' includes discussions around elder abuse, support completing personal directive forms, and additional information about tax returns.

595 Seniors directly supported (55+)

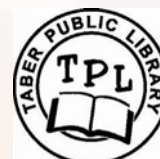


233 Seniors were referred to other organizations or provided with information about resources they could access outside of FCSS programming.

This year, the Senior Services staff offered 'Office Hours' - drop in and in-person appointments - in Coutts, Warner, and Milk River, as well as in other communities.

NEW PROGRAM HIGHLIGHT: MEMORY CAFÉ

This year, FCSS partnered with the Taber Public Library to launch a 'Memory Café', which is a welcoming program for individuals living with Alzheimer Disease or Dementia, as well as their care partner(s). Funded by the Rural Development Network's Awareness Builds Connection in Dementia-Friendly Communities (ABCD) grants program, The Memory Café included sensory games and activities for people living with dementia to support healthy brain development, demographic-appropriate live music that created a calm and familiar atmosphere, as well as education and resources for care partners.

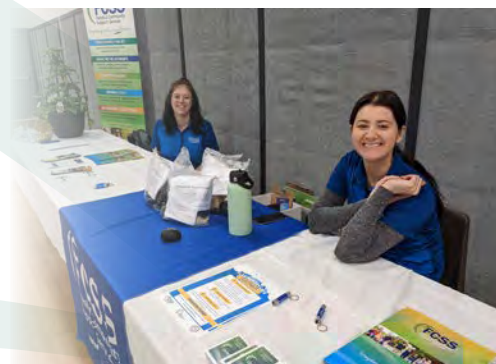


SUPPORTING SENIORS

TOWN OF TABER AND FCSS CO-HOST THE PROVINCIAL LAUNCH OF SENIOR'S WEEK



On June 6, 2022, Seniors and Housing Minister Josephine Pon officially declared the 36th edition of Senior's Week at the provincial launch event in the Town of Taber. Alongside the Government of Alberta's Seniors and Housing department, FCSS, the Town of Taber, and Taber Adult Learning planned a fun and informative event for local seniors to celebrate and acknowledge their contributions to the community. The Provincial Launch event featured a pancake breakfast, live music, and a visit from Minister Pon, Taber-Warner MLA Grant Hunter, and other dignitaries. Over **250** seniors from across the FCSS service area, including Lethbridge County and the County of Warner, attended the event.



SUPPORTING SENIORS

INTERGENERATIONAL CONNECTION

To keep seniors socializing and their spirits up, FCSS offered programs that connected the elderly with youth and volunteers in their communities.

BETWEEN FRIENDS - PEN-PALS

Communities Served: Coaldale • Nobleford • Stirling

The Pen-pals program provides youth and seniors with the opportunity to connect with one another through good, old-fashioned letter writing.

47 seniors **29** youth



"I have really enjoyed writing letters to [my pen pal]. We have shared common interests and other lifestyles that are different. She is a wonderful and delightful young girl. I feel blessed to have been matched with her. I looked forward to her letters. She will be missed. Supplies and program organized very well. I was glad to be a part of it. Thank you!" – Senior from Stirling

"The thing that I enjoyed is learning how to write letters and receiving the letters. I love how she gave me a picture and that we have things in common, also making a new friend. I love everything about it." – Youth from Nobleford

KEEP IN TOUCH

In partnership with Volunteer Lethbridge, Keep in Touch connects seniors to a friendly volunteer who calls them weekly to check-in and provide social supports

2 Seniors get weekly calls from Keep in Touch volunteers

3 Volunteers completed **24** hours connecting with a local senior



volunteer
lethbridge
non-profit leadership centre

COMMUNITY VOLUNTEER INCOME TAX PROGRAM

The Community Volunteer Income Tax Program (CVITP) is offered through a partnership between FCSS and the Canada Revenue Agency. The CVITP works with organizations in the community to host free tax preparation clinics. The CVITP arranges for volunteers to complete income tax returns for eligible individuals with a modest income and simple tax situations.



Canada Revenue Agency

Agence du revenu du Canada



113 Returns

Taber
Barnwell
Vauxhall

216 Returns

Taber
Vauxhall
Grassy Lake
Stirling
Raymond
Coaldale
Barnwell

289 Returns

Taber
Vauxhall
Coaldale
Picture Butte
Warner
Raymond
Stirling
Milk River
Enchant
Grassy Lake
Barnwell
Barons
Wrentham
Nobleford

305 Returns

Taber
Vauxhall
Coaldale
Picture Butte
Warner
Raymond
Stirling
Milk River
Enchant
Grassy Lake
Barnwell
Barons
Wrentham
Nobleford
Turin

443 Returns

Taber
Vauxhall
Coaldale
Picture Butte
Warner
Raymond
Stirling
Milk River
Enchant
Grassy Lake
Barnwell
Barons
Wrentham
Nobleford
Turin
Shaughnessy
Lethbridge County
Coalhurst
Coutts

2018

2019

2020

2021

2022

60% Female

27% Low German Mennonite

\$3,416,464

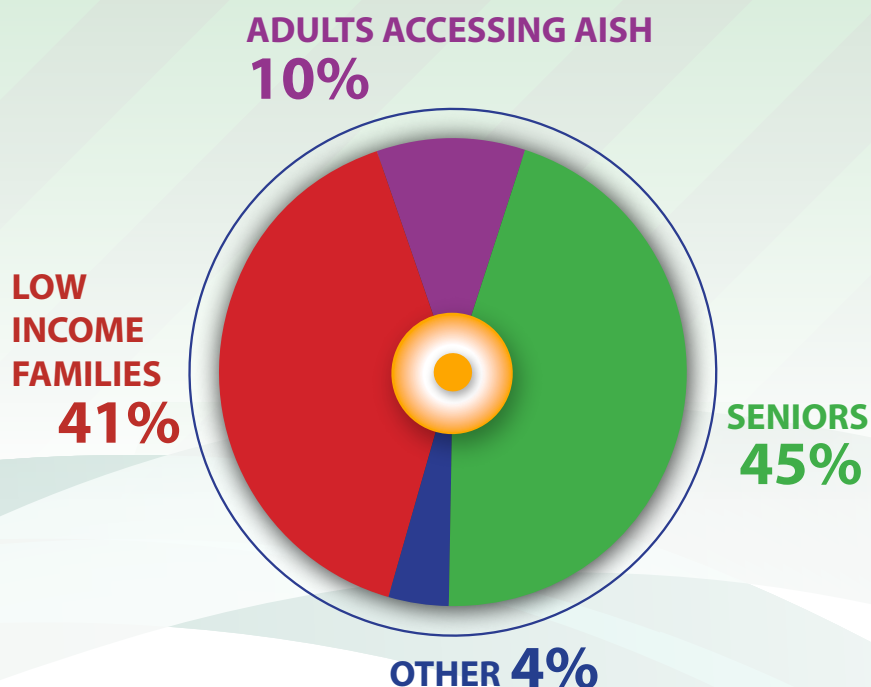
Benefits received by eligible individuals

5% Indigenous

45% Increase of returns completed

COMMUNITY VOLUNTEER INCOME TAX PROGRAM

Types of clients served:



"I would like to send out a HUGE thank you to FCSS and the volunteers who helped me and my uncle complete and send in our 2021 taxes... I remembered seeing the FCSS ad in the Taber Times for help with taxes for people [in] low income situations... I reached out to FCSS via telephone and I explained my situation to Cindy. She was so kind, listened to my story and then advised that they would complete our taxes. I am a caregiver to my uncle so our taxes are combined and needed to be done together. I was so relieved that Cindy said 'no problem' and she even picked up the information in Vauxhall at my acreage the next day. She made me feel like we matter and our stuff was important. FCSS did not charge us for their services and our taxes were completed within a week. Thank you so much, I am very grateful to FCSS volunteers and the kind staff in the office. They all treated me with respect and kindness. Hope to see you next year!"

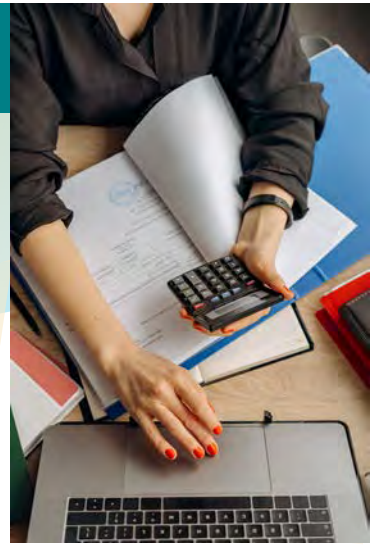
- FCSS Tax Client

VOLUNTEERING WITH FCSS

CVITP VOLUNTEERS

This year, the CVITP was offered in-person by scheduling short appointments for clients to drop off their paperwork across the FCSS service area. This allowed for more clients to receive quick service and gave the CVITP volunteers the freedom to work on the tax refunds on their own schedules.

241 Volunteer hours **4** Volunteers **443** Returns completed



CLOTHING AND TOYFEST VOLUNTEERS

FCSS staff and volunteers collected, organized, and then offered donations to local families for free.

3 Communities served:
Nobleford • Raymond • Stirling

136 Hours

84 Volunteers

VOLUNTEERING WITH KALEIDOSCOPE

This year, local creatives volunteered with FCSS to offer workshops that provided youth with the knowledge to pursue careers and hobbies in the arts. Kaleidoscope also recruited the support of Solomn Krygier-Paine, a volunteer who led Dungeons and Dragons campaigns.

"I think the most important skill people can learn from DnD is learning how to inspire their friends" – Solly Krygier-Paine

4 Volunteers **50** Hours



YOUTH VOLUNTEERS

The DO Crew and DO Crew Jr. are volunteering and leadership programs for youth ages 11-18 hosted in Coaldale, Coalhurst, Nobleford, Picture Butte, Raymond, Taber and Vauxhall.

The DO Crew is facilitated by Jillian Boyd, and the DO Crew Jr. programs are facilitated by Stacey Vandenhoeck, Kim Fehr, Jessica Goodrider-Loewen, and Kim Forchuk.



61

Youth participants

DO Crew - 25

DO Crew Jr. - 36

628

Youth volunteer hours

DO Crew - 331

DO Crew Jr. - 297



YOUTH DO CREW JR. – HIGHLIGHT:

NOBLEFORD YOUTH DO CREW JR. BUILDS A LITTLE FREE PANTRY

The Little Free Pantry is a project developed by the Nobleford DO Crew Jr. to help address food insecurity in the Town of Nobleford. The development of the Little Free Pantry was made possible through the combined efforts of the DO Crew Jr., FCSS and the Town of Nobleford. Funding for the project was provided by the Community Foundation of Lethbridge and Southwestern Alberta's Youth in Action grant program.



YOUTH VOLUNTEERS

YOUTH DO CREW – HIGHLIGHT:

YOUTH DO CREWS WIN NATIONAL AWARD: UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS AWARD

On March 2, 2022, the Youth DO Crew initiative was one of 10 groups from across Canada that took home a United Nations Sustainable Development Goals Award, a national youth-led initiative recognizing the contributions of young people across Canada towards achieving the UN Sustainable Development Goals. This award was presented during the Together Ensemble virtual conference, which was hosted by the University of Waterloo.



The Youth DO Crew was awarded with the Employment and Education Awards, numbers 4 and 8 on the list of UN SDGs depicted above.

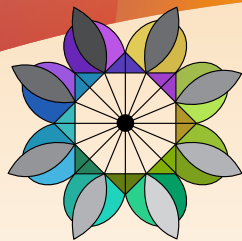


"We know that this program has had a big impact on the trajectory of these kids' lives." – Shannon Rawluk, former Youth DO Crew Coordinator

"We give the youth opportunities to gain skills in project management, time management, and event planning by leading service projects that they feel strongly about"
– Shannon Rawluk



KALEIDOSCOPE INCLUSIVE YOUTH PROGRAMMING



KALEIDOSCOPE

INCLUSIVE YOUTH PROGRAMMING

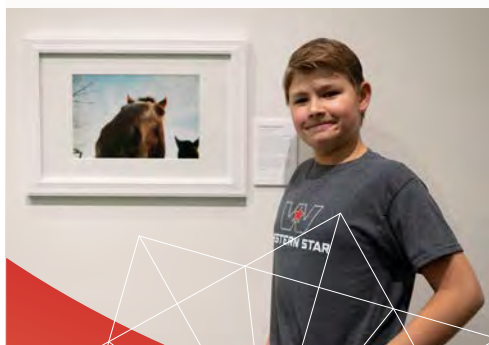
Kaleidoscope offers creative programming to help youth develop skills in emotional and social regulation. Created during the COVID-19 pandemic, Kaleidoscope is offered online and in-person, providing arts-based programming region wide.

Activities offered:

- Creative writing club
- Dungeons and Dragons
- Visual art workshops
- Cosplay Club Workshops
- Artist and Author Talks



26 Youth **35%** Identify as 2SLGBTQ+



KALEIDOSCOPE – HIGHLIGHT

CULTIVATING COMMUNITY PHOTOGRAPHY EXHIBIT AT THE SOUTHERN ALBERTA ART GALLERY

In February 2021, Kaleidoscope youth participants from the M.D. of Taber and the Town of Taber were given disposable cameras and were asked to take photos that answer the following question: What does community mean to you? For many of these youth, it was their first time using a camera with film and they were eager to see the results.

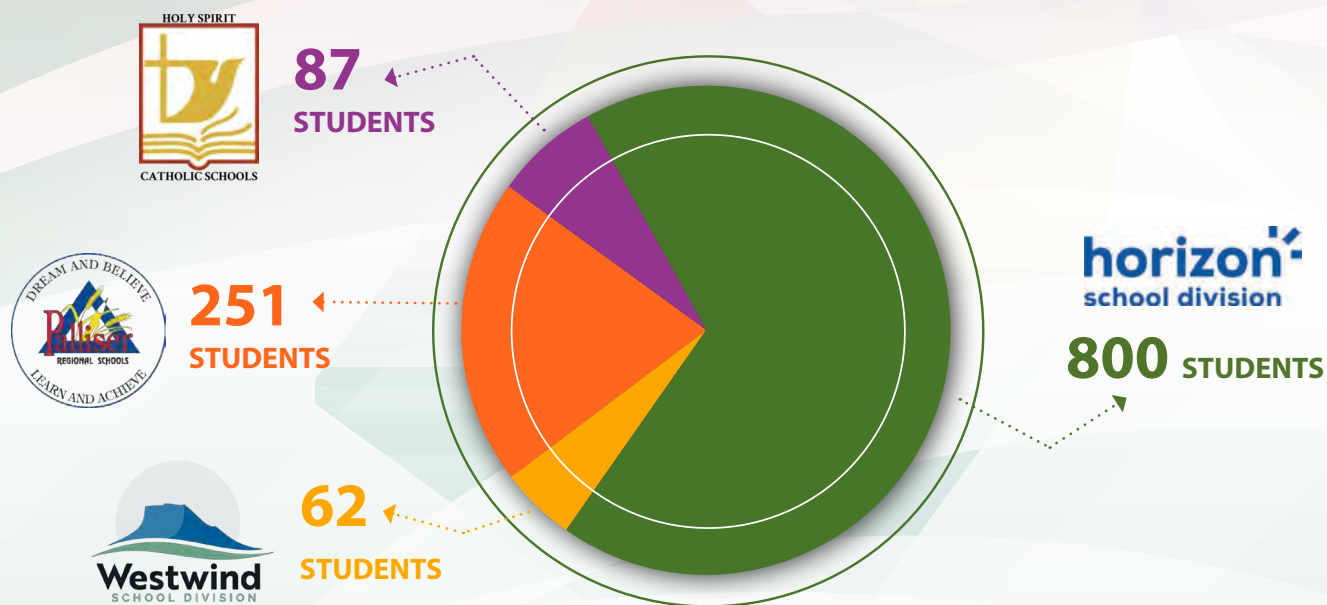
The youth were then tasked with choosing their best photo to frame and hang up in the Southern Alberta Art Gallery. The youth were then celebrated with an opening reception at the SAAG, and were able to see their work in a professional exhibit for months to come. The exhibit then traveled to the Town of Taber's Administration building and the Barnwell library.

FAMILY SCHOOL LIAISON PROGRAM (FSLP)

The role of the Family School Liaison Counsellor is to empower and support students, build capacity with staff, advocate for families, and build partnerships with and between communities and families. Services may include one-to-one counselling, small group work, presentations, and referrals to community services and coordination of services provided.

FCSS provided **\$120,779** in FSLP funding to School Divisions within the service area.

1200 students across the region received direct one-on-one support as a result of FCSS funding.



The Family School Liaison Counselling Teams frequently supported students in the following ways:

- Strategies for emotional and social regulation
- Coping with stress and anxiety
- Seeking out resources for food security and transportation for families
- Coping with family separation and divorce

100% Strongly agreed that as a result of this funding, the school division was able to support more students in their schools.

"We are so grateful for the on-going support of the work in Westwind by FCSS. We cannot express the value of the money or the [lives] that are impacted as a result of being able to extend our services. Thank you for the opportunity of working together." – Westwind School Division



Serving:

Barnwell | Barons | Coaldale | Coalhurst | Lethbridge County
County of Warner | Coutts | Milk River | M.D. of Taber | Nobleford
Picture Butte | Raymond | Stirling | Taber | Vauxhall | Warner



3030 Hospital Dr. NW Calgary, AB T2N 4W4
8440-112 St. Edmonton, AB T6G 2J2

403-944-1215
780-407-8925



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-22-0043765
AESRD Approval #: 0323162
EI #:
Provlab Study #:

Environmental Microbiology

Collected Date	2022-08-08	
Collected Time	11:00:00	
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	2022-08-09 0952	
Analyzed Date	09-AUG-2022	
ID Number	2126913	
Sample Collected By	Jason Robertson	
Collected By Phone Number	403-642-7482	
Sample Collection Site.	108 3 A0ve	

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: 323812428

Print Date/Time: 2022-08-10 14:16

XR Env: ER4 - Provider - Permanent



3030 Hospital Dr. NW Calgary, AB T2N 4W4
8440-112 St. Edmonton, AB T6G 2J2

403-944-1215
780-407-8925



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-22-0047356
AESRD Approval #: 0323162
EI #:
Provlab Study #:

Environmental Microbiology

Collected Date	2022-08-22	
Collected Time	11:00:00	
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	2022-08-23 0934	
Analyzed Date	23-AUG-2022	
ID Number	2126918	
Sample Collected By	Cody	
Collected By Phone Number	403 492 8099	
Sample Collection Site.	Not provided	

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: 325252261

Print Date/Time: 2022-08-24 14:17

XR Env: ER4 - Provider - Permanent



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
Current	\$ 7.76				\$ 11.33	
2023	\$ 7.93	\$ 0.17	2.19%	\$ 3.57	\$ 11.50	1.50%
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

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 Hephner 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



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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

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.

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

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2026	\$ 8.32	\$ 0.10	1.22%	\$ 3.57	\$ 11.89	0.85%

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.



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LIBRARY SYSTEM

PLAN OF SERVICE

2023 - 2026

PLAN OF SERVICE THEMES

1 Getting Butts Back in the Library

2 Programming/Programming Support

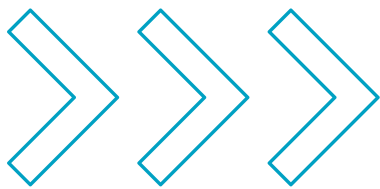
3 Community Outreach

4 Technology Support

5 Language Learning/Serving Immigrant Communities



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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

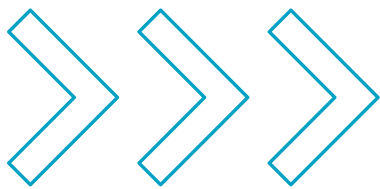
- Library use and attendance as measured by door counters
- Attendance at library programs and events
- Number of events held at libraries
- Turnover rates of specific genres in response to customized recommendations



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

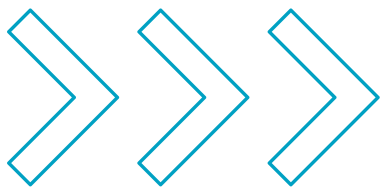
- Number of programming kits created and used by member libraries
- Number of partnerships developed for program delivery
- Number of programs shared across the region
- Number of person hours invested in programming and programming support



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

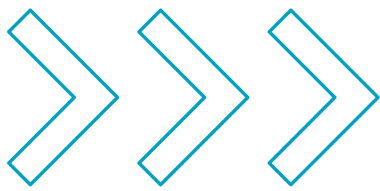
- Use of the "Pop-Up" library kits
- Number of books signed out/memberships created at Pop-Up library events
- Use of the tabletop displays
- Attendance at inter-agency meetings



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

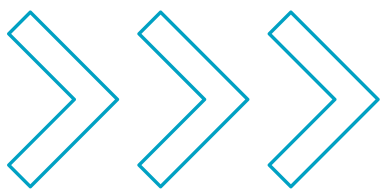
Output Measures

- 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 COMMUNITIES.



Contact Us

2902 7 Avenue North
Lethbridge, AB T1H 5C6

403-380-1500
arch@chinookarch.ca

www.chinookarch.ca



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Request for Decision Byelection

RECOMMENDATION

That Council set the date for a byelection for the position of one Councillor to held on Monday, November 28, 2022.

LEGISLATIVE AUTHORITY

Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26

Resignation

161(1) The resignation of a councillor must be in writing and given to the chief administrative officer.

(2) A chief elected official appointed by council who resigns the office of chief elected official remains on the council as a councillor.

(3) The resignation is effective on the date it is received by the chief administrative officer even if a later date is set out in the resignation.

(4) The chief administrative officer must report the resignation at the first council meeting after receiving the resignation.

Vacancy in position of councillor

162 A council must hold a by-election to fill a vacancy on council unless

(a) the vacancy occurs after January 1 in the year of a general election,

Election day

165 Unless a council sets an earlier date, election day for a by-election under section 162 or 163 is 120 days after the vacancy occurs.

Local Authorities Election Act, Revised Statutes of Alberta 2000, Chapter L-21

11(1) Election Day for a local jurisdiction

(a) in the case of a general election, if required, is to be the 3rd Monday in October, or

(b) in the case of a by-election or vote on a bylaw or question, shall be the day fixed by a resolution of the elected authority.

BACKGROUND

Councillor Scott Alexander tendered his resignation on September 15, 2022. As per legislation, election day for a byelection is 120 days after the vacancy, unless Council sets an earlier date. In order to prepare for the byelection, administration is recommending to hold the byelection on November 28, 2022, thus making Nomination Day October 31, 2022.

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

As the 2022 operating budget was set without an amount for a byelection, there may be a budget adjustment required.

ATTACHMENTS

None.



Request for Decision Appointment of Returning Officer

RECOMMENDATION

That Council appoint Kim Owen as the Returning Officer and Kelly Lloyd as the Substitute Returning Officer for the 2022 Village of Warner Byelection to be held on Monday, November 28, 2022.

LEGISLATIVE AUTHORITY

Municipal Government Act and the Local Authorities Election Act

Appointment of returning officer and substitute returning officer

13(1) An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.

(2) If the elected authority does not appoint a returning officer, the secretary is deemed to have been appointed as the returning officer.

(2.1) An elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.

(3) The returning officer or substitute returning officer for a local jurisdiction may not be a candidate for the elected authority for that local jurisdiction.

(4) If, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conducting elections under this Act.

Impartiality

13.1(1) A returning officer must be independent and impartial when performing the duties of a returning officer.

(2) No local jurisdiction, its officers or any other person shall obstruct or attempt to influence the returning officer in the carrying out of the duties of a returning officer.

BACKGROUND

With the recent resignation of Scott Alexander, the Village of Warner is legislated to hold a byelection within 120 days of receipt of the resignation. As such a Returning Officer is required to be appointed by Council in order to fulfill the duties as it relates to the byelection.

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



Request for Decision Fortis Alberta Franchise Fees

RECOMMENDATION

That Council set the FortisAlberta Electrical Franchise Fees to remain at 5%.

LEGISLATIVE AUTHORITY

Franchise Fee Agreement

BACKGROUND

Pursuant to our franchise agreement, the Village of Warner has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by FortisAlberta in writing no later than November 10, 2022.

To September 30th, franchise fees received from Fortis is in the amount of \$13,180.52, averaging \$1,400 a month.

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Municipal Franchise Fee Riders

MUNICIPAL FRANCHISE FEE RIDERS

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

Price Adjustment:

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

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

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	2%	2022/01/01
02-0011	Athabasca	14%	2022/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	15%	2022/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	12%	2016/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	5%	2022/04/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	10%	2020/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	13%	2022/01/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	5%	2022/04/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0030	Black Diamond	10%	2017/01/01	03-0076	Coutts	3%	2017/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0077	Cowley	5%	2016/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0078	Cremona	10%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	02-0079	Crossfield	0%	2015/01/01

Muni Code	Municipality	Rider	Effective	Muni	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	9%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.13%	2022/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	7%	2018/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	13%	2013/01/01	04-0378	Larkspur	3%	2020/04/01
02-0088	Didsbury	17%	2016/01/01	01-0200	Leduc	16%	2014/01/01
02-0091	Drayton Valley	10%	2016/01/01	02-0202	Legal	15%	2021/01/01
03-0093	Duchess	15%	2018/01/01	03-0207	Lomond	15%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0208	Longview	17%	2017/01/01
03-0096	Edberg	13%	2021/01/01	03-0209	Lougheed	5%	2016/01/01
03-0097	Edgerton	15%	2022/01/01	02-0211	Magrath	10%	2021/01/01
02-0100	Edson	4.75%	2020/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
03-0109	Ferintosh	11%	2016/01/01	02-0215	Mayerthorpe	11%	2022/01/01
03-0112	Foremost	7%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
02-0115	Fort Macleod	15%	2018/10/01	02-0218	Milk River	12%	2017/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	02-0219	Millet	16%	2019/01/01
02-0124	Gibbons	10%	2013/01/01	03-0220	Milo	20%	2017/01/01
03-0128	Glenwood	5%	2022/04/01	02-0224	Morinville	20%	2013/07/01
04-0129	Golden Days	0%	2017/01/01	04-0230	Nakamun Park	0%	2013/10/01
02-0135	Granum	5.50%	2013/07/01	02-0232	Nanton	9%	2019/01/01
04-0134	Grandview	0%	2016/01/01	02-0236	Nobleford	0%	2013/10/01
04-0138	Gull Lake	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0237	Norglenwold	5%	2015/01/01
02-0143	Hardisty	9.50%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
02-0148	High River	20%	2015/07/01	02-0239	Olds	15%	2019/01/01
03-0149	Hill Spring	5%	2014/01/01	02-0240	Onoway	10%	2022/01/01
02-0151	Hinton	11.73%	2022/01/01	04-0374	Parkland Beach	0%	2015/01/01
03-0152	Holden	4%	2016/01/01	02-0248	Penhold	19%	2014/01/01
03-0153	Hughenden	5%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0154	Hussar	12.50%	2017/01/01	02-0250	Pincher Creek	13%	2017/01/01
02-0180	Innisfail	15%	2021/04/01	04-0253	Point Alison	0%	2017/01/23
03-0182	Irma	20%	2015/01/01	04-0256	Poplar Bay	0%	2016/01/01
02-0183	Irricana	0%	2013/10/01	02-0257	Provost	20%	2015/01/01
04-0185	Island Lake	0%	2016/01/01	02-0261	Raymond	16%	2022/01/01
04-0186	Itaska Beach	0%	2017/10/01	02-0265	Redwater	8%	2022/04/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0266	Rimbey	20%	2022/01/01
04-0187	Kapasiwin	0%	2018/04/01	02-0268	Rocky Mtn House	12%	2017/01/01

Muni Code	Municipality	Rider	Effective
03-0270	Rockyford	5%	2015/04/01
03-0272	Rosemary	14.50%	2020/01/01
04-0273	Ross Haven	0%	2016/01/01
03-0276	Ryley	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01
02-0280	Sedgewick	9%	2020/01/01
04-0283	Silver Sands	3%	2018/01/01
04-0369	South Baptiste	0%	2005/05/01
04-0288	South View	3%	2019/01/01
01-0291	Spruce Grove	20%	2016/01/01
01-0292	St. Albert	10%	2021/01/01
03-0295	Standard	0%	2015/01/01
02-0297	Stavely	6%	2021/01/01
03-0300	Stirling	12%	2019/01/01
02-0301	Stony Plain	20%	2013/01/01
09-0302	Strathcona County	0%	TBD
02-0303	Strathmore	20%	2020/07/01
03-0304	Strome	9%	2022/01/01
02-0307	Sundre	10%	2020/01/01
04-0386	Sunrise Beach	0%	2018/01/01
04-0308	Sunset Point	10%	2017/01/01
02-0310	Sylvan Lake	15%	2019/01/01
02-0311	Taber	18%	2020/07/01
02-0315	Thorsby	20%	2014/01/01
02-0318	Tofield	5%	2015/01/01
02-0321	Turner Valley	10%	2017/01/01
04-0324	Val Quentin	0%	2016/01/01
02-0326	Vauxhall	8%	2022/01/01
02-0331	Viking	8%	2013/01/01
02-0333	Vulcan	20%	2013/10/01
03-0364	Wabamun	10%	2017/01/01
02-0335	Wainwright	11%	2020/04/01
07-0159	Waterton Park	8%	2018/10/01
03-0338	Warburg	10%	2015/01/01
03-0339	Warner	5%	2021/01/01
04-0344	West Cove	0%	2018/01/01
02-0345	Westlock	14.75%	2022/01/01
01-0347	Wetaskiwin	13.80%	2020/01/01

Muni Code	Municipality	Rider	Effective
04-0371	Whispering Hills	5%	2016/10/01
02-0350	Whitecourt	3.32%	2021/01/01
04-0354	Yellowstone	3%	2016/01/01



Request for Decision 2022 Public Auction

RECOMMENDATION

That Council accept the Public Auction report as information.

LEGISLATION

Under Division 8 412(1) Recovery of Taxes Related to Land in the Municipal Government Act, municipalities are required to prepare a tax arrears list showing the parcels of land in the municipality in respect of which there are tax arrears for more than one year.

BACKGROUND

Each year the Village of Warner establishes an assessment value for each property located within the Village boundaries and a tax rate to be applied to that assessed value in order to raise the funds necessary for the continuing operation of the Village of Warner and for the payment of the requisitions given to the Village by Alberta Education and by Ridge Country Housing for that year.

Taxes become arrears on January 1 of the year following the original levy. Once a property is two years in arrears the Municipal Government Act requires each municipality to notify Municipal Affairs by March 31 and to register a tax recovery lien on the title of those properties. The tax recovery lien is to be removed from the property title if and when all taxes in arrears, including any penalties, are paid in full. If only a part of the taxes in arrears is paid, the lien stays on the title. Each year, on January 1, the taxes that were levied in the previous year become part of the taxes in arrears total.

Once a tax recovery lien has been placed on a property the MGA states that if the property taxes in arrears are still not paid by March 31 of the following year the municipality must offer it for sale prior to March 31 of the next year.

If, at any time, all taxes that are still in arrears for any property that has been advertised for public auction are paid, the tax sale proceedings are immediately stopped for that property. Payment of taxes in arrears can be made for any property up to the actual commencement of the public auction.

The list provided to Municipal Affairs included four properties. As of October 13, there are two properties up for Public Auction. Bids are to be accepted until 1:30 p.m. on Wednesday October 19, 2022.

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

None



Request for Decision Chief Mountain Regional Solid Waste Authority Transfer Station Regulations

RECOMMENDATION

That Council accept for information the Transfer Station Regulations and further, instruct administration to communicate the regulations to Warner residents, especially Section A.11.

LEGISLATIVE AUTHORITY

Under Section A.11 of the Chief Mountain Regional Solid Waste Authority Transfer Station Regulations, it states the following:

11. At stations and compounds, there is to be no scavenging permitted, unless authorized by the Municipality in charge. All items or waste placed in the stations or at the station site becomes the property of Chief Mountain Regional Solid Waste Authority.

BACKGROUND

Concerns regarding removal of items at the Warner Transfer Station has resulted in the visitation of Chief Mountain Regional Solid Waste Authority policy. As a result, this item is in front of Council for awareness.

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. Chief Mountain Regional Solid Waste Authority Transfer Station Regulations

**CHIEF MOUNTAIN REGIONAL SOLID WASTE AUTHORITY
POLICY ON TRANSFER STATION REGULATIONS**

Category: Administration

Title: Transfer Station Regulations

Date Approved: June 9, 2010

Date Reviewed/ February 8, 2012

Revised:

Purpose: To set the regulations for waste disposal at the Transfer Stations by Chief Mountain Regional Solid Waste Authority.

Statement: Ratepayers must adhere to the following regulations:

1. Check with Operator before unloading any waste.
2. The Station Operator will inspect each load before unloading.
3. Turn off vehicle while unloading in station.
4. Please ensure that all garbage is secured while transporting to the Transfer Stations.
5. All children are to remain in the vehicle while unloading.

A. WASTE TYPES TO BE STORED OR PLACED IN TRANSFER STATIONS

1. Domestic Garbage Only.
2. No liquid wastes will be accepted at Transfer Stations.
3. No person shall dispose of toxic or hazardous wastes, such as flammable liquid or solid or any substance considered being toxic or hazardous.
4. All white goods or metal scrap or wood scrap to be disposed of at a Special Waste Site Location.
5. Large items such as p.v.c. pipe, vinyl siding etc. to be broken into 4-ft. pieces. Placement of larger items such as couches, mattresses, box springs, rolls of carpet, large volumes of plastic sheeting such as silage cover etc., or other such items (as determined by the operator) are to be placed separately against right-hand side of building (outside only if there is not sufficient room in the building).
6. Demolition/renovation materials from ratepayers are accepted at the Transfer Stations at a rate of one pick-up truck per day. Contractor must bring their construction waste directly to the Landfill Site. There is a disposal fee for these items.
7. Twine - to be piled separately as directed by Station Operator.

8. Burning barrels and/or contents will be refused at the Transfer Station Building. The Station Operator will allow contents from a burning barrel if completely extinguished to be placed in the burn pit if one is available on site but never in the building. All cooled burning barrels must be placed in the metal disposal area on site. The jurisdiction responsible for the Transfer Station Operator will be held liable for any damages to the equipment or site resulting from non-compliance to this regulation.
9. Small animals will be accepted only if placed and sealed in plastic bags. Larger animals will not be accepted.
10. No person shall dispose of straw, hay, rock, brick, cement or dirt in the Transfer Station building.
11. At stations and compounds, there is to be no scavenging permitted, unless authorized by the Municipality in charge. All items or waste placed in the stations or at the station site becomes the property of Chief Mountain Regional Solid Waste Authority.

B. SPECIAL WASTE SITE LOCATIONS - (WHITE GOODS COMPOUNDS)

Larger material or hard to handle waste such as car or truck bodies, fridges, stoves, or other appliances to be taken to Special Waste Sites located in Cardston, Hill Spring-Glenwood and Magrath. The Milk River/Coutts, Warner, Raymond and New Dayton sites also have white goods sites, but do not take car or truck bodies.

1. Sorting & storage of white goods & scrap metals as follows:
 - a. White goods in one pile.
 - b. Scrap in one pile.
 - c. All refrigerators and freezers should be lined up sitting upright with the back of unit easily accessible to technicians in separate area.
 - d. Car bodies stored in separate area.
2. No Farm Machinery will be accepted at any of the white goods sites.
3. Only authorized personnel are to remove scrap metal from the above sites.

C. SPECIAL BURNING SITES AT CARDSTON, HILLSPRING/GLENWOOD, MAGRATH, WARNER, MILK RIVER/COUTTS, NEW DAYTON AND WRENTHAM

WILL ACCEPT:

1. Only wastes defined as burnable debris in the Clean Air Regulations will be allowed at the burning sites, i.e. trees, branches, garden waste, straw, grass, wooden construction material, etc.
2. Wood must not be treated. Treated wood may be delivered directly to the Landfill Site. There will be a disposal fee.

3. Transfer Stations without Special Burning sites, must direct all burnable debris to a special burning site that are set up to handle this material.

WILL NOT ACCEPT:

1. Waste as defined as prohibited debris in the Clean Air Regulations, i.e. construction and demolition waste, rubber or plastic, used oils, asphalt shingles, cement, chemicals, wire, manure, etc.

D. REFRIGERATION, FREEZER AND AIR CONDITIONING UNITS

The following regulation applies before the disposal of refrigeration; freezer or air conditioning unit is permitted at one of the White Goods Sites located at Cardston, Hill Spring/Glenwood or Magrath, Raymond, Milk River/Coutts, Warner and New Dayton sites.

1. There will be a charge of \$10.00 for each refrigeration unit disposed of at one of the white goods sites. Payment is to be made at the local Town, Village or Municipality office and a receipt must be presented to the operator of the disposal site before the refrigeration unit can be accepted.

E. TIRES ACCEPTED AT CARDSTON, MAGRATH, RAYMOND, HILLSPRING/GLENWOOD, MILK RIVER/COUTTS, WARNER AND NEW DAYTON STATIONS

1. No tires will be accepted in the Transfer Station Buildings.
2. Tires mounted on rims will not be accepted.
3. Tires are to be piled in a gravel area accessible to a large truck and trailer.

F. E-WASTE COLLECTION PROGRAM

Chief Mountain Regional Solid Waste Authority no longer accepts Televisions and Computers (Including hard drives, mouse, keyboards & monitors). The following communities have societies or groups that collect these items and use the funds generated to run their facilities:

Cardston	The Cardston and District Association for the Handicapped Phone: (403)653-3766 Location: 639 – 2 nd Avenue East
Magrath	Southern Alberta Society for the Handicapped Phone: (403)758-3334 Location: N/W corner of S/W ¼ 24-5-22-4

Raymond	Town of Raymond
	Phone: (403)752-3322
	Location: Transfer Station
Milk River/Coutts	The Milk River Bottle Depot
	Phone: (403)647-2900
	Location: 205 – 8 th Avenue NW
Warner	The Village of Warner
	Phone: (403)642-3877
	Location: Transfer Station

G. PAINT RECYCLING PROGRAM

1. Check with Transfer Station Operator for proper disposal of paints.
2. Those communities without a collection site are encouraged to save it for the round-ups.

H. Litter on the way to the Transfer Stations or the Landfill Site is not acceptable.

Station attendants have been instructed to refuse loads not properly secured,

I. Transfer Station Operators have the right to inspect any load.

The Station Operator may refuse any waste that in the judgement of the Operator should be rejected by reason of unknown content that may be a hazard.

IF THESE REGULATIONS ARE NOT ADHERED TO, THE TOWN OR MUNICIPALITY IN QUESTION WILL BE HELD LIABLE FOR ANY DAMAGES TO THE EQUIPMENT OR SITE RESULTING FROM NON-COMPLIANCE.