



AGENDA
Bentley Town Council Regular Meeting
Tuesday October 11, 2022
6:45 pm

NOTE MUNICIPAL PLANNING COMMISSION MEETING AT 6PM PRIOR TO COUNCIL MEETING (Please see separate agenda posted on Town of Bentley Website)

1. Call to Order

2. Indigenous Acknowledgement

“We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.”

3. Amendments & Acceptance of Agenda

4. Adoption of Previous Minutes:

a) Regular Meeting of Council September 27, 2022

5. Financial:

a) Prepaid Cheque Listing – Cheques No. 20220707 to 20220731

6. New Business

a) Fortis Franchise Agreement (*Deferred from September 27, 2022, Agenda*)

- Fortis Franchise Fee – Rate Setting (report by administration)**
- Delegation Fortis Alberta – Kayla Law – Stakeholder Relations Manager, Key Accounts (Presentation)**

b) ATCO Franchise Fee – Rate Setting

c) 2023 Proposed Budget Parkland Regional Library System

7. Correspondence

a) Council Highlights Lacombe County September 22, 2022

8. Other Business

a) CAO/Mayor Update – meeting with Sandy Point Executive

b) In-Camera discussion regarding Branding concepts in accordance with Freedom of Information and Protection of Privacy Act, Division 2, Exceptions to Disclosure, 24(1) Advice from officials. The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal

- (a) Advice, proposals, recommendations, analysis, or policy options developed by or for a public body or a member of the Executive Council,
 - (c) positions, plans, procedures, criteria, or instructions developed for the purpose of contractual or other negotiations on or behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations.
- c) In-Camera discussion regarding ECO Tree Generations proposal in accordance with the Freedom of Information and the Protection of Privacy Act, Division 2, Exceptions to Disclosure, 16(1) Disclosure harmful to the business interests of a third party. The head of a public body must refuse to disclose to an applicant information
 - (a) if the disclosure could reasonably be expected to reveal
 - (b) Advice, proposals, recommendations, analysis, or policy options developed by or for a public body or a member of the Executive Council,
 - (c) positions, plans, procedures, criteria, or instructions developed for the purpose of contractual or other negotiations on or behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations.

9. Council Reports

- a) Mayor Rathjen
- b) Deputy Mayor Eastman
- c) Councillor Grimsdale
- d) Councillor Hansen
- e) Councillor Valiquette

10. Adjournment



Minutes of the Regular Meeting of the Council of the Town of Bentley

September 27, 2022

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, September 27, 2022, at 6:45 p.m., in the Bentley Municipal Office

In Attendance Mayor Greg Rathjen
Deputy Mayor Eastman
Councillor Hansen
Councillor Dale Grimsdale
Councillor Brenda Valiquette
CAO, Marc Fortais

Call to Order Mayor Greg Rathjen called the meeting to order at 6:45 p.m.

Indigenous Acknowledgement "We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands"

Read by Mayor Rathjen

Agenda

Motion 177/2022 Moved by Councillor Hansen, "THAT the agenda of the September 27, 2022, regular meeting of council, be amended to remove the New Business item (a) Fortis Franchise Fee Agreement due to unforeseen circumstances the inability for the presenter to attend the meeting; AND

THAT this item be replaced by a presentation by administration - Public Works Operational Report.

Carried

Motion 178/2022 Moved by Councillor Eastman, "THAT the agenda of the September 27, 2022, regular meeting of council, be amended to include an additional topic under new business regarding training for council in relation to the Municipal Leaders Certificate.

Carried

Motion 179/2022 Moved by Councillor Grimsdale, "THAT the amended agenda of the September 27, 2022, regular meeting of council be accepted."

Carried

Previous Minutes

Motion 180/2022 Moved by Deputy Mayor Eastman, "THAT the minutes of the September 13, 2022, Regular Meeting of Council be accepted."

Carried

Financial

a) Prepaid Cheque Listing Cheques No. 20220667 to 20220706

Motion 181/2022 Moved by Councillor Valiquette, "THAT Cheque No. 20220667 to 20220706 be received for information."

Carried

b) Council Remuneration Listing

Motion 182/2022 Moved by Councillor Hansen, "THAT the Council Remuneration Listing be received for information."

Carried

New Business

a) Public Works Operational Report

A presentation was given by the Public Works Department with an overview of operations, which included water quality and testing results, hydrant testing, New Beginnings water service consolidation update, wastewater sampling, hydro survey of wastewater lagoons, lagoon valve replacements, concrete program update, 55th Ave warranty work, curb stop repairs, crack filling and line painting, equipment purchases approved by council, Parks & Rec update, Occupational Health and Safety update, weed spraying.

Administration has attached this power point to the minutes as the presentation was not included in the agenda package due to the change in agenda items due to unforeseen circumstances.

Motion 183/2022 Moved by Deputy Mayor Eastman, "THAT Mayor and Council accept the presentation Public Works Operational update as information."

Carried

b) Municipal Leaders Certificate – Council Training

Deputy Mayor Eastman requested that council consider allowing her and members of council to obtain training and work towards completion of a municipal leader's certificate. Reasoning included the significant benefit this would provide to the members of the public to have council receive additional specialized training.

Mayor and Council considered this request but felt that the funds were not in the current budget to cover such additional training. It was also felt that this item could be discussed in the upcoming 2023 budget process and that administration should be directed to research what other municipalities do regarding training allowances for Mayor and Council.

Motion 184/2022 Moved by Deputy Mayor Eastman, "THAT administration be directed to research and determine training allowances for Mayor and Council and research what other municipalities are providing and provide recommendations in the upcoming 2023 budget process for consideration of Mayor and Council.

Carried

Unfinished Business

a) Oxford Building Condition Assessment

Administration provided an overview and summary of the status and previous recommendation provided to mayor and council. The report also included incorporation of feedback obtained from the community through the information session held. The following motion was put on the floor and debated.

Motion 185/2022 Moved by Deputy Mayor Eastman, "THAT Mayor and Council authorize administration to demolish the Oxford Building and undertake any required hazardous material abatement, due to the current deteriorated state of the building and the excessive cost to rectify that current state to a safe public standard; AND

THAT the Oxford Building continue to be closed to the public due to the safety concerns identified through the Oxford Building Condition Assessment until such a time as it can be safely demolished, and all associated remediation and backfilling of the site can occur; AND

THAT upon completion of a formalized concept plan, that the plan be presented through an additional public information session to seek further feedback to finalize design and cost estimates. With such feedback to be incorporated into a finalized design and to be presented at a future Council Meeting in 2023; AND

THAT a fundraising campaign be started to fund any finalized design of park improvements which may be approved by Mayor and Council at a future date.

It should be noted that it was requested by Councillor Hansen that the vote on the motion be recorded

Recorded Vote (4 For and 1 Against)

Councillor Grimsdale	For
Deputy Mayor Eastman	For
Councillor Valiquette	For
Mayor Rathjen	For
Councillor Hansen	Opposed

Carried

Correspondence

a) Council Highlights Lacombe County September 8, 2022

Motion 186/2022 Moved by Councillor Grimsdale, "THAT the correspondence items a) be accepted as information."

Carried

Other Business **None**

Break **Motion 187/2022** Moved by Councillor Hansen, "That Mayor and Council take a short 5-minute break at 8:28pm."

Carried

Call to Order **Mayor Rathjen called the meeting back in order at 8:33pm**

In-Camera **Motion 188/2022** Moved by Councillor Grimsdale that the Regular Meeting of Mayor and Council be closed to the public at 8:34pm for a discussion regarding a personal matter in accordance with the Freedom of Information and the Protection of Privacy Act, Division 2, Exceptions to Disclosure, disclosure harmful to personal privacy. 17(1) The head of a public body must refuse to disclose personal information to an applicant if the disclosure would be an unreasonable invasion of a third party's personal privacy."

Carried

Motion 189/2022 Moved by Councillor Hansen, "THAT the regular meeting of Mayor and Council be resumed in public at 9:26pm."

Carried

Adjournment Mayor Rathjen, adjourned the meeting at 9:27pm

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220707	2022-09-27	ADT SECURITY SERVICES CANADA INC.		PAYMENT		546.00
			29139747	MUNICIPAL OFFICE SECURITY M	504.00	
			29152781	PUMPHOUSE MONTHLY SECURI	42.00	
20220708	2022-09-27	ASSOCIATED ENGINEERING ALBERTA LTD		PAYMENT		8,295.00
			396997	PROFESSIONAL SERVICES FOR	8,295.00	
20220709	2022-09-27	BENTLEY COMMUNITY HALL		PAYMENT		150.00
			000013	HALL RENTAL FOR MOCK EMER	150.00	
20220710	2022-09-27	BENTLEY ESSO		PAYMENT		1,682.69
			31082022	VEHICLE/EQUIPMENT GAS & DIE	1,682.69	
20220711	2022-09-27	BIG HILL SERVICES		PAYMENT		735.00
			30270	ARENA BOARD CLEANING	735.00	
20220712	2022-09-27	BUNZL CLEANING & HYGIENE		PAYMENT		1,375.37
			132658	ARENA FLOOR SWEEPER REPAI	618.38	
			132829	JANITORIAL SUPPLIES FOR ARE	756.99	
20220713	2022-09-27	CANOE PROCUREMENT GROUP OF CANADA, D		PAYMENT		395.38
			AB130596	NEIGHBOURHOOD NOTES PAPE	395.38	
20220714	2022-09-27	COUNTY OF LACOMBE LIFELONG LEARNING AS		PAYMENT		230.00
			2998	HALF PAGE AD IN FALL 2022 DOI	230.00	
20220715	2022-09-27	GREGG DISTRIBUTORS LP		PAYMENT		573.79
			059-483649	GENERAL SUPPLIES FOR PUBLI	324.91	
			059-483650	SMALL TOOLS PUBLIC WORKS	64.46	
			059-484799	LIBRARY GENERAL SUPPLIES TR	124.57	
			059-484800	P.W. SHOP SUPPLIES	59.85	
20220716	2022-09-27	HOLDEN, KARI		PAYMENT		285.00
			27092022	JANITORIAL FOR SEPTEMBER 20	285.00	
20220717	2022-09-27	INNOV8, DIGITAL SOLUTIONS INC.		PAYMENT		985.96
			IN36315	OFFICE AND FCSS NN PHOTOCO	982.21	
			IN365728	FCSS PHOTOCOPIER	3.75	
20220718	2022-09-27	KAIZEN LAB INC.		PAYMENT		146.37
			INV0080554	WATER ANALYSIS	146.37	
20220719	2022-09-27	LACOMBE REGIONAL WASTE SERVICES COMM		PAYMENT		17,517.50
			37164	2022 LRWSC QUARTERLY REQU	17,517.50	
20220720	2022-09-27	MUNISIGHT LTD.		PAYMENT		828.48
			INV4308776	MUNIWARE SOFTWARE SUPPOF	828.48	
20220721	2022-09-27	NUTIRIEN AG SOLUTIONS (CANADA) INC.		PAYMENT		274.21
			900938062	PARKS & REC STARTUP & PREM	274.21	
20220722	2022-09-27	OUTLAW ELECTRIC LTD.		PAYMENT		97.65
			9533	RESTORE POWER TO ICE PLAN	97.65	
20220723	2022-09-27	PACIFIC TIER SOLUTIONS INC., ACCOUNTS REC		PAYMENT		512.95
			INV-0466	BOOKING FEES FROM NOV 1 -	512.95	
20220724	2022-09-27	PINZ PLUS		PAYMENT		58.80
			11255	STAFF MAGNETIC NAME TAGS	58.80	
20220725	2022-09-27	RED DEER OVERDOOR		PAYMENT		547.05
			28689	REPAIR TO LIBRARY GARAGE DO	547.05	
20220726	2022-09-27	RED DEER RIVER WATERSHED ALLIANCE		PAYMENT		539.00
			0000292	RED DEER RIVER WATERSHED I	539.00	
20220727	2022-09-27	SHAW CABLE		PAYMENT		131.25
			12092022	OFFICE INTERNET	131.25	
20220728	2022-09-27	ZINGIT PAINT AND FINISH		PAYMENT		745.50
			17..	OFFICE ENTRANCE PAINTING AI	745.50	
20220729	2022-09-30	HOLDEN, KARI		PAYMENT		225.00



TOWN OF BENTLEY

Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220729	2022-09-30	HOLDEN, KARI	357929	BENTLEY FIRE HALL SEPTEMBE	225.00	225.00
20220730	2022-09-30	JACKSON, BRIAN	30092022	PAYMENT CAMPGROUND CONTRACT PAYM	1,355.87	1,355.87
20220731	2022-09-30	MCLAREN, CAROLYN	154	PAYMENT FAMILY PROGRAMMING - ROOM	525.00	525.00

Total 38,758.82

*** End of Report ***



Agenda Date: October 11, 2022

Agenda Item: **New Business:**
Fortis Electric Distribution and Transmission Franchise Fee 2023

RECOMMENDATION

THAT Mayor and Council authorize the CAO to renew the Franchise Agreement with Fortis Alberta for an additional 5-year term from October 1, 2023, to September 30, 2028.

THAT Mayor and Council set the electrical distribution system franchise fee percentage for the 2022 November deadline related to the Franchise Fee Collected in the 2023 year at 10%.

SUMMARY AND BACKGROUND

The Town of Bentley has a distribution and transmission system franchise fee agreement with Fortis Alberta. Pursuant to that agreement and the Municipal Government Act, Section 45 (Non municipal public utilities), the Town has the authority to collect this franchise fee. The fee is based on the distribution and transmission revenue and does not include power consumption.

The agreement provides essential electric distribution services, provides the authority for Fortis Alberta to operate and maintain the electrical distribution services and allows for the use of municipal right of ways for the provision of the services to the Town of Bentley and the community.

The current franchise agreement was effective beginning October 1, 2013, for a 10-year initial term and provided two additional 5-year options to renew. As such the agreement is set to expire on September 30, 2023, unless we exercise our option to renew it from October 1, 2023, to September 30, 2028. The agreement also provides for a portion of the revenue collected through Distribution and Transmission Fees to be paid back to the municipality each year. This rate has been set at 10% and has remained unchanged for many years. The funds collected through the franchise fee and paid back to the Town of Bentley are utilized to fund Capital Projects that are much needed in the community.

What are the benefits of a Franchise Fee Agreement:

- Long term partnership for the provision of stabilized energy services
- Provides another source of revenue to fund community capital projects
- There is an established service level commitment to maintain streetlights
- Cost of relocations and other grid modifications locally are offset by dollars collected through a rider
- Joint use of facilities
- Reduction of liability to the municipality
- Schedule B established for costs related to additional services

It should also be noted, that annually, the Town of Bentley is required to notify FortisAlberta “prior to November 1,” of each year of the franchise fee percentage to be charged in the following year.

Currently the franchise fee being charged for the 2022 year is 10%, was approved at the September 14, 2021, meeting of Mayor and Council. I have attached for your reference, a comparative listing of the other franchise fees collected by other municipalities in Alberta (Attachment 1).

Administration is recommending that the franchise fee remain at 10% due to the significant impacts of COVID-19 on businesses and residents within the Town of Bentley in the prior several years. As well, administration has attached the proposed rate letter received from Fortis for the 2023 year (Attachment #2). It should also be noted that if Council decides to change the franchise fee rate for 2022 for the 2023 year, the process involves advertising the rate change in the newspaper with the widest circulation and we would also be required to obtain approval from the Alberta Utilities Commission.

Kayla Law (Stakeholder Relations Manager, Key Accounts) from Fortis Alberta is also here today to provide an overview of Fortis’s operations in Bentley, the benefits of a franchise agreements, stability of the distribution system and ongoing maintenance standards (Attachment #3).

BUDGET AND FINANCIAL CONSIDERATIONS

For the 2023 year an estimated delivery tariff revenue is \$808,066 based on 2023 anticipated Distribution and Transmission charges revenue proposed by FORTIS With the Franchise Fee remaining at 10% the franchise fee revenue payable to the Town would be \$80,807.00.

Historical Information regarding Franchise Fees Collected from Fortis and utilized for capital projects in the community are as follows:

2014	\$57,174
2015	\$60,470
2016	\$60,784
2017	\$63,505
2018	\$59,748
2019	\$68,153
2020	\$70,131
2021	\$73,339
2022	\$79,839 (Estimated to end of year)

RATIONALE FOR RECOMMENDATION

- These fees are collected each year and the funds are applied towards the current year’s capital projects, or if not utilized would be placed into a reserve account for future years projects. This is an effective method for the Town to raise funds to help pay for investment in infrastructure projects.
- The Town has a signed agreement with Fortis for a franchise to provide electricity services to the customers of the Town of Bentley in accordance with Bylaw 168/2013. (Attachment 4)

- Fortis Alberta has exclusive rights to provide electrical distribution services within the legal boundaries of the municipality as per authorization provided through bylaw 212/2019 (Attachment 5)
- Freezing the rate at the current percentage does not add additional burden to the local resident and business owner in a time that they continue to recover from the impacts of the COVID-19 pandemic and economic downturn.

ATTACHMENTS

1. 2022 Franchise fees collected by other municipalities in Alberta
2. 2023 Fortis Alberta Proposed Rate Letter
3. Fortis Franchise Fee Presentation – Kayla Law
4. Bylaw 168/2013
5. Bylaw 212/2019 Bylaw to prohibit other persons from providing electrical distribution service within the legal boundaries of the municipality

Marc Fortais, CAO

MUNICIPAL FRANCHISE FEE RIDERS

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

Price Adjustment:

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

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

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	2%	2022/01/01
02-0011	Athabasca	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	Muni Code	Municipality	Rider	Effective
03-0270	Rockyford	5%	2015/04/01	04-0371	Whispering Hills	5%	2016/10/01
03-0272	Rosemary	14.50%	2020/01/01	02-0350	Whitecourt	3.32%	2021/01/01
04-0273	Ross Haven	0%	2016/01/01	04-0354	Yellowstone	3%	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				



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 that reads "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%
<i>Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.</i>							
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	<i>The Distribution Component will increase from \$44.38971/day to \$46.761747/per day. The Transmission Component is the applicable rate of the AESO.</i>					

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

Town of Bentley 2022 Franchise Presentation

Kayla Law
Stakeholder Relations Manager

FORTIS
ALBERTA

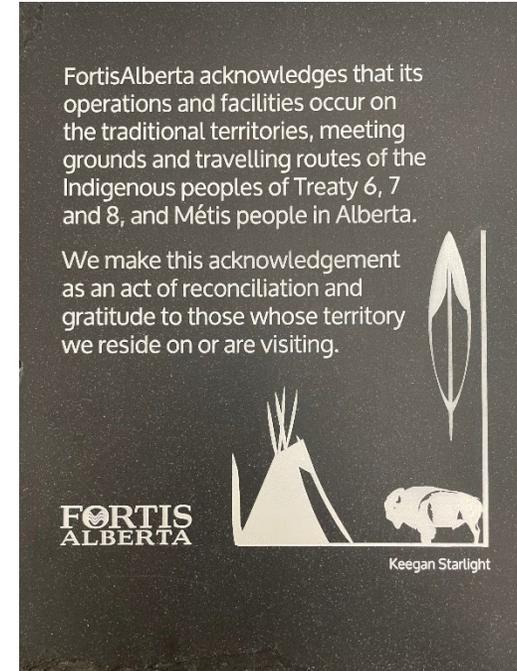


Acknowledgement of Traditional Land

FortisAlberta acknowledges that its operations and facilities occur on the traditional territories, meeting grounds and travelling routes of the Indigenous Peoples of Treaty 6, 7 and 8, and Métis people in Alberta.

We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.

[FortisAlberta's Indigenous Commitment Statement](#)



Agenda

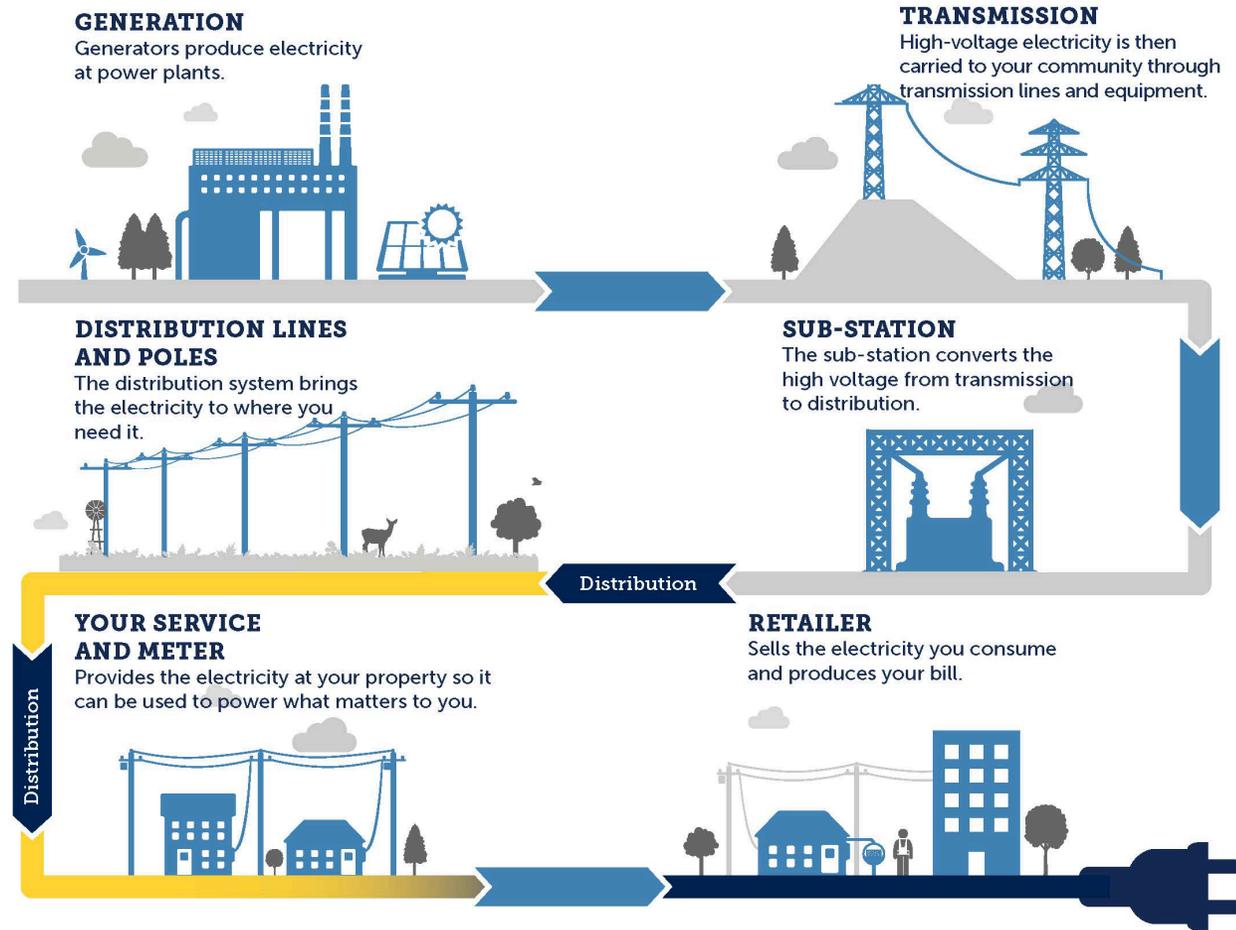
- » Who we are & Where we fit in
- » Franchise Agreement Overview
- » Safety – Overhead and Underground Contacts
- » Reliability & Outages
- » Historical Information (Site Count, Consumption, Franchise Fees and Linear Tax)
- » Streetlights
- » System & Maintenance Planning
- » Link References

Who we are

- » More than 1,100 employees who work and live in 240 communities we serve
- » Serving nearly two million Albertans (570,000 sites of which 43 per cent are rural) including 22 Indigenous communities
- » Regulated distribution-only utility
- » Deliver 45 per cent of electricity consumed in Alberta
- » Alberta Top 75 employer (2021 and 2022)
- » Electricity Canada Sustainability Designation
- » Significant annual capital and community investment in Alberta
- » 163 Franchise Agreements



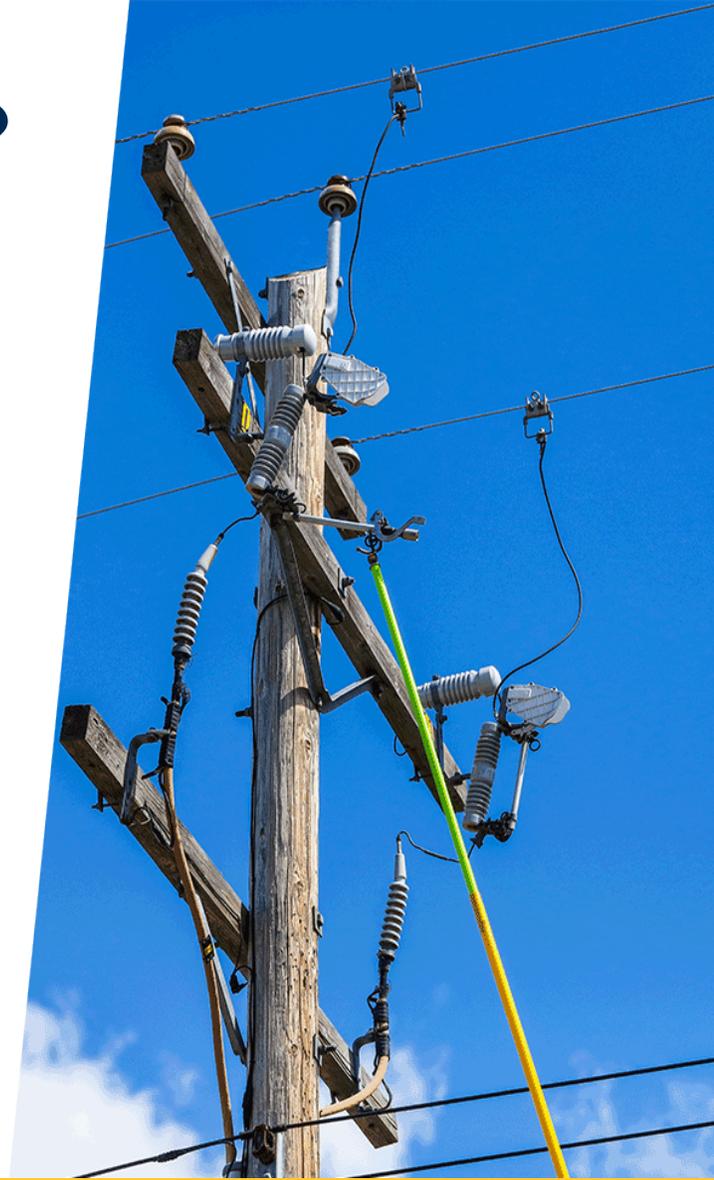
Alberta's Electricity System



WHAT IS A FRANCHISE AGREEMENT?

An agreement between Town of Bentley and FortisAlberta granting exclusive rights to:

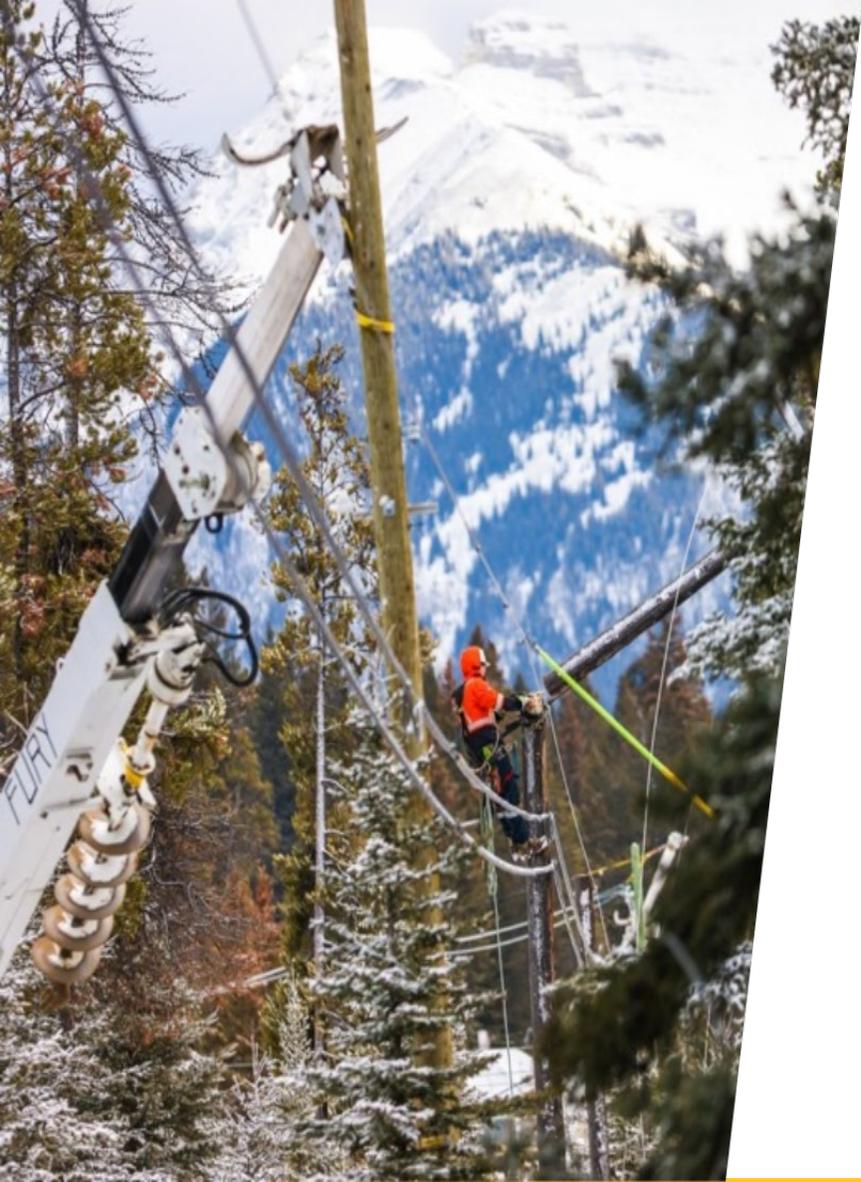
- Provide essential electric distribution service
- Operate and maintain the electric distribution system
- Use of municipal rights-of-way





HISTORY

- Prior to 2001, municipalities and utilities would negotiate “one-off” agreements. This was time consuming for all parties.
- In 2012, Alberta Municipalities, ATCO and FortisAlberta received AUC approval to use a standardized franchise agreement template.
- In 2015, the AUC introduced a streamlined approval process for franchise agreements.



CURRENT FRANCHISE AGREEMENT

The Town of Bentley and FortisAlberta entered into the current Franchise Agreement.

- The current franchise agreement, was effective on Oct. 1, 2013, for a 10-year initial term
- Expiration of initial term Sept. 30, 2023
- Renewal would be effective until Sept. 30, 2028
- Municipality approval and response by June 30, 2023



BENEFITS OF A FRANCHISE AGREEMENT

- Long term partnership
- Provides another source of revenue
- Service level commitment to maintain streetlights
- Cost of relocations may be collected through a rider
- Joint use of facilities
- Reduces liability for municipality
- Schedule B – for additional services



FRANCHISE FEE

- Allows Municipalities to receive an **additional revenue source** from **all electrical users within your community**
- Applied to Distribution and Transmission **only**
- The percentage is determined annually by **Council** and can be set between 0% to a cap of 20%
- **Percentage changes require AUC approval**
- FortisAlberta flows 100% back to the municipality
- 135/163 Municipalities collect Franchise Fees within our service area



Overhead Contacts

Overhead Contacts	2019	2020	2021
Overhead Direct Contact on Conductor	192	237	297
Impact with Facility Causing an Overhead Contact	56	80	80
Contact with Communications Causing an Overhead Contact	0	0	0
Total	248	317	377

Equipment Involved Overhead Contacts	2019	2020	2021
Trackhoe	36	30	25
Large Truck/High Loads	63	54	52
Air Seeders/Sprayers	9	14	20
Crane Truck	2	5	6
Backhoe	5	8	9
Trees felled by humans	22	29	22
Airplane	2	2	5
Others	109	175	238
Total	248	317	377

Underground Contacts

Underground Contacts	2019	2020	2021
Underground Direct Contact on Conductor	91	96	149
Impact with Facility Causing an Underground Contact	26	19	13
Total	117	115	162

Equipment Involved Underground Contact	2019	2020	2021
Backhoe	16	19	19
Trackhoe	14	14	19
Power Auger	8	3	4
Directional Drill	12	9	8
Others	67	70	112
Total	117	115	162



Overhead & Underground Voltage Contacts

Voltage of Contact	2019	2020	2021
Voltage levels > 750 V	206	213	272
Overhead	159	129	179
Underground	47	84	93
Voltage levels <= 750 V	159	219	267
Overhead	89	188	198
Underground	70	31	69

Reliability Results

YEAR	SAIDI	SAIFI
2021	1.97	2.26
2020	3.94	4.39
2019	1.49	3.09

These major event outages have occurred within your Municipality over the last 3 years.

$$\text{SAIDI (System Average Interruption Duration Index)} = \frac{\text{Total Customer-Hours of Interruption}}{\text{Total Customers Served}}$$

$$\text{SAIFI (System Average Interruption Frequency Index)} = \frac{\text{Total Customer Interruptions}}{\text{Total Customers Served}}$$

	2019		2020		2021	
	SAIDI	SAIFI	SAIDI	SAIFI	SAIDI	SAIFI
FortisAlberta Average	1.88	1.23	1.82	1.20	2.42	1.42
Canadian Average	5.01	2.38	5.49	2.44	4.50	2.28

The Canadian and FortisAlberta Inc. Averages include significant events (i.e., hurricanes, floods, ice storms etc.)

Street Light Outages

Total Number of Reported Street Light Outages from January 1 – December 31, 2021		
Total # of Street Light Repairs Reported	Total # of Street Light Repairs Met SLA	Total # of Street Light Repairs Missed SLA
13	5	8

Street Light Penalties

Municipal Franchise Agreement - Schedule C – Section 1b:

“Lights- out”

The Company will replace or repair a failed light identified in its patrol or reported by customers, within two (2) weeks.

- If the reported light is not replaced or repaired within two (2) weeks, the company will provide a two (2) month credit to the Municipality based on the rate in Distribution Tariff for the failed lights.
- Such two (2) month credit shall continue to apply for each subsequent two (2) week period during which the same failed light(s) have not been replaced.

The Company agrees to use good faith commercially reasonable efforts to replace or repair:

- Failed streetlights at critical locations; or
- Failed street lighting circuits at any location, as the case may be, as soon as possible. The location of the critical streetlights will be agreed to by both Parties.



Outage Detail

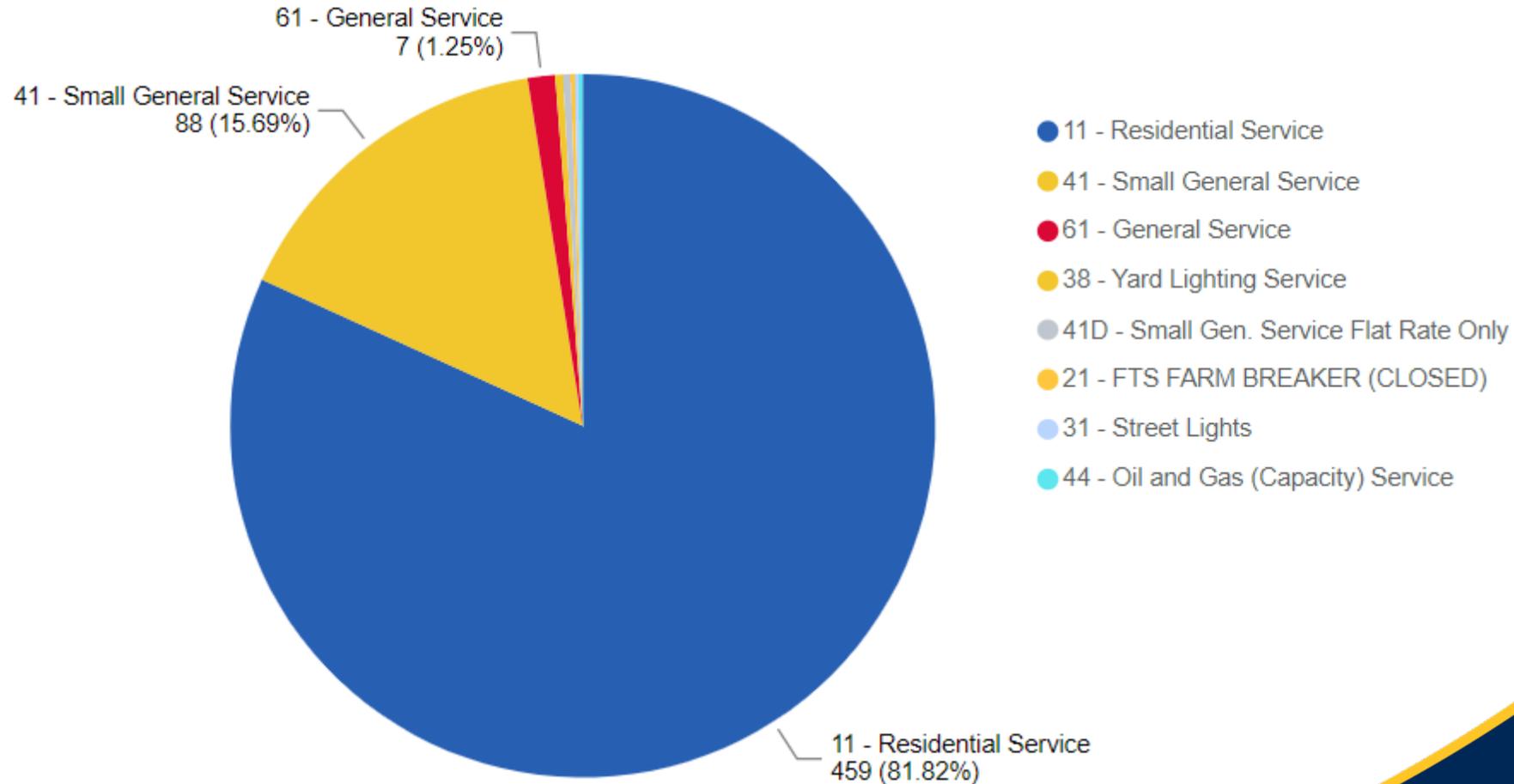
Cause	Outage Date ▼	Customer Hours	Customer Interruptions
Adverse Weather	4/27/2019	387	550
Equipment Failure	6/12/2021	601	549
	7/23/2020	604	555
	5/7/2020	678	555
Foreign Interference	7/18/2020	185	173
Lightning	7/25/2021	277	81
	7/13/2019	169	549
Tree Contacts	8/17/2020	595	555
	10/25/2019	192	549
Unknown	6/12/2021	115	549

Street Light Inventory

Rate Code	Description	Site ID	Quantity
3873	100 HPS CONNECT/UNMTRD YARDLIT	0040168330113	3
3180	100 LED EQ CONNECT/UNMTRD INVE	0040001226803	66
3876	100 LED EQ CONNECT/UNMTRD YARD	0040168330113	2
3182	150 LED EQ CONNECT/UNMTRD INVE	0040001226803	23
3884	250 HPS DISCON/METERD YARDLITE	0040168330113	1
3186	250 LED EQ CONNECT/UNMTRD INVE	0040001226803	26
3188	400 LED EQ CONNECT/UNMTRD INVE	0040001226803	6
3174	70 LED EQ CONNECT/UNMTRD YARDL	0040001226803	47
Total			174

This inventory is as of December 31, 2021

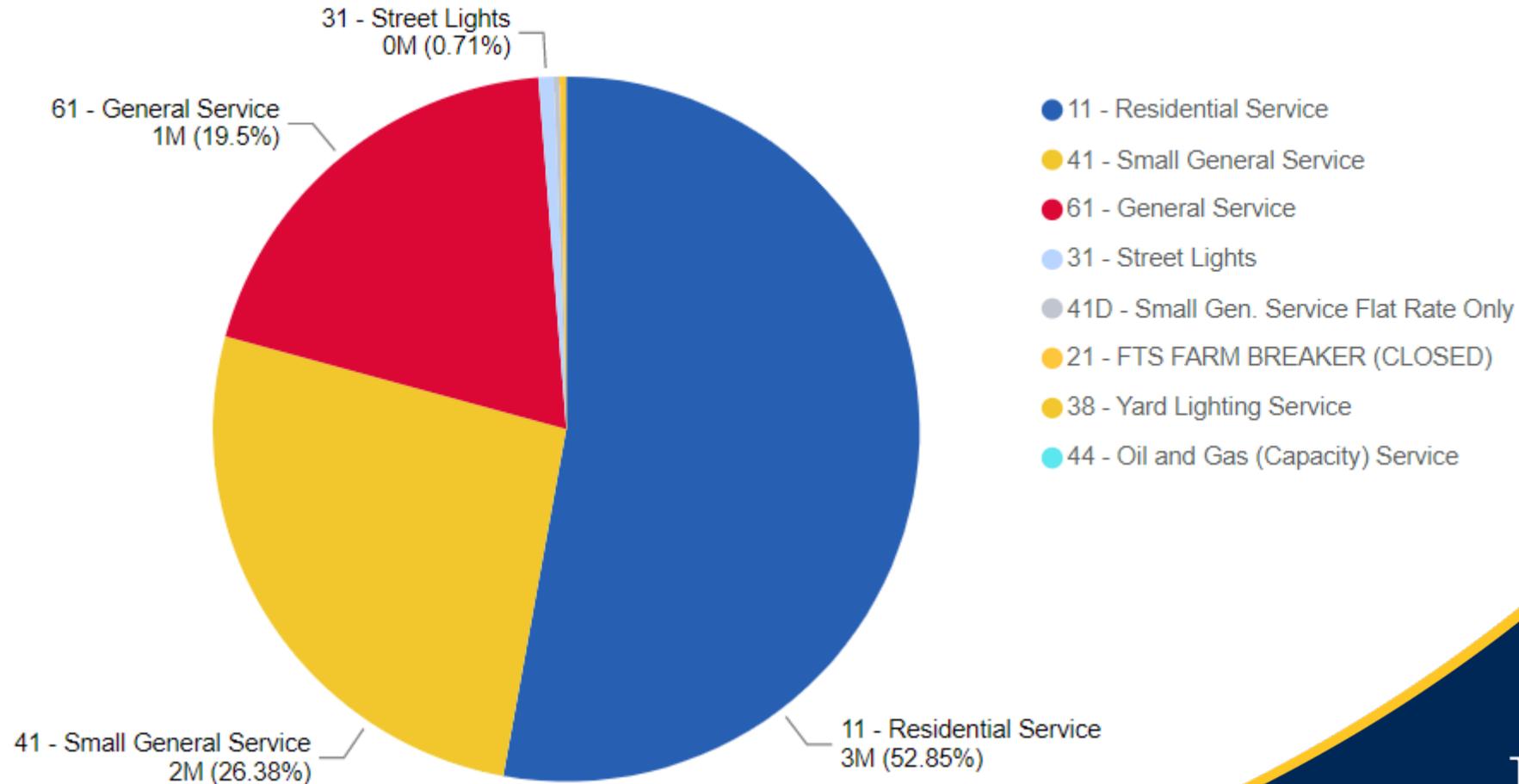
Site Count



Site Count 2019-2021

Rate Category	2019	2020	2021
11 - Residential Service	452	458	459
21 - FTS FARM BREAKER (CLOSED)	1	1	1
31 - Street Lights	1	1	1
38 - Yard Lighting Service	3	3	2
41 - Small General Service	89	89	88
41D - Small Gen. Service Flat Rate Only	2	2	2
44 - Oil and Gas (Capacity) Service	1	1	1
61 - General Service	7	7	7
Total	556	562	561

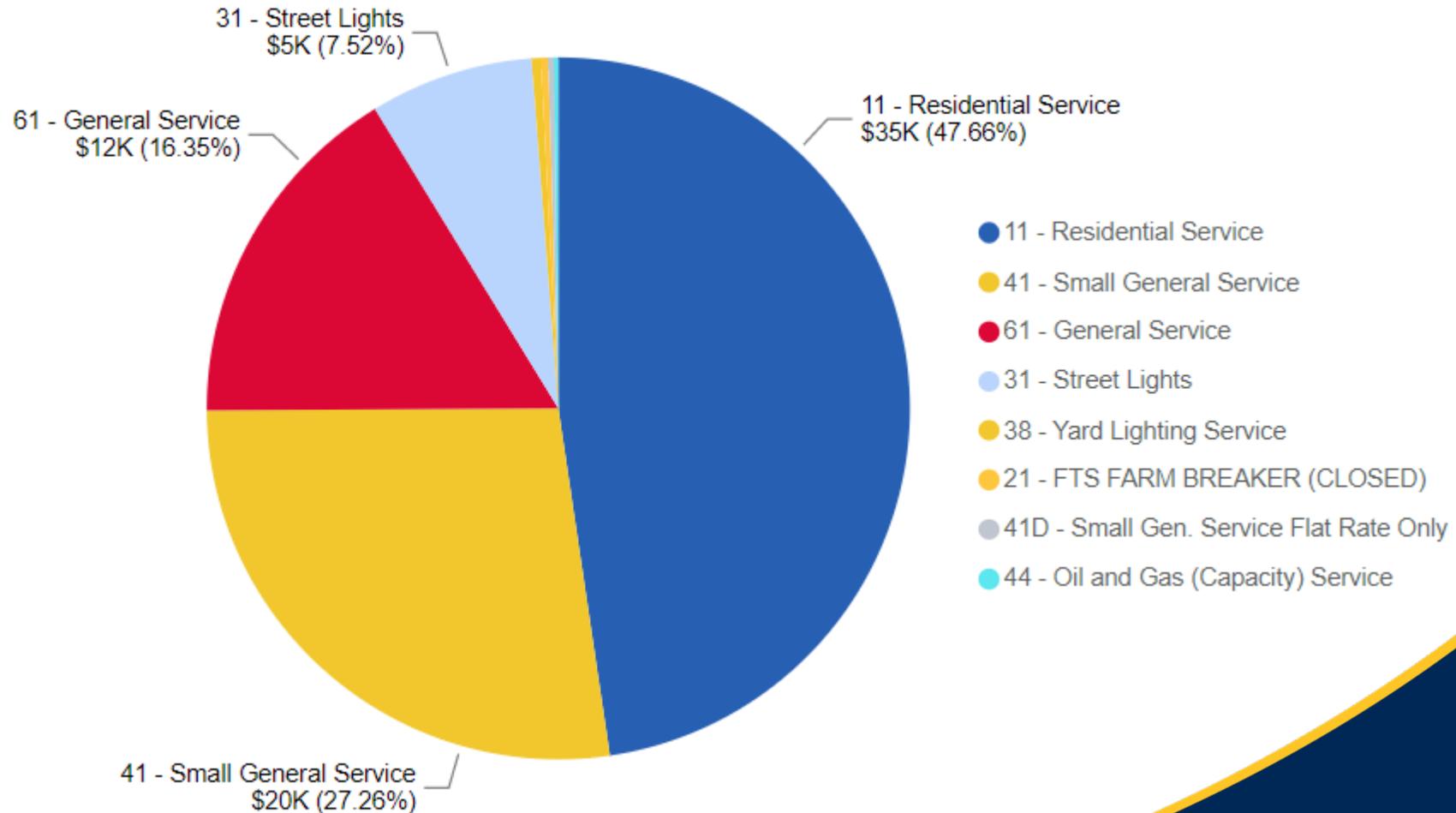
Historical Consumption kWh



Historical Consumption kWh 2019-2021

Rate Category	2019	2020	2021
11 - Residential Service	2,921,429	3,066,435	3,155,595
21 - FTS FARM BREAKER (CLOSED)	8,325	9,923	10,452
31 - Street Lights	41,916	42,190	42,539
38 - Yard Lighting Service	7,592	7,358	7,077
41 - Small General Service	1,759,161	1,676,054	1,575,206
41D - Small Gen. Service Flat Rate Only	15,306	15,348	15,306
44 - Oil and Gas (Capacity) Service	140	176	210
61 - General Service	1,292,963	1,284,766	1,164,019
Total	6,046,832	6,102,250	5,970,404

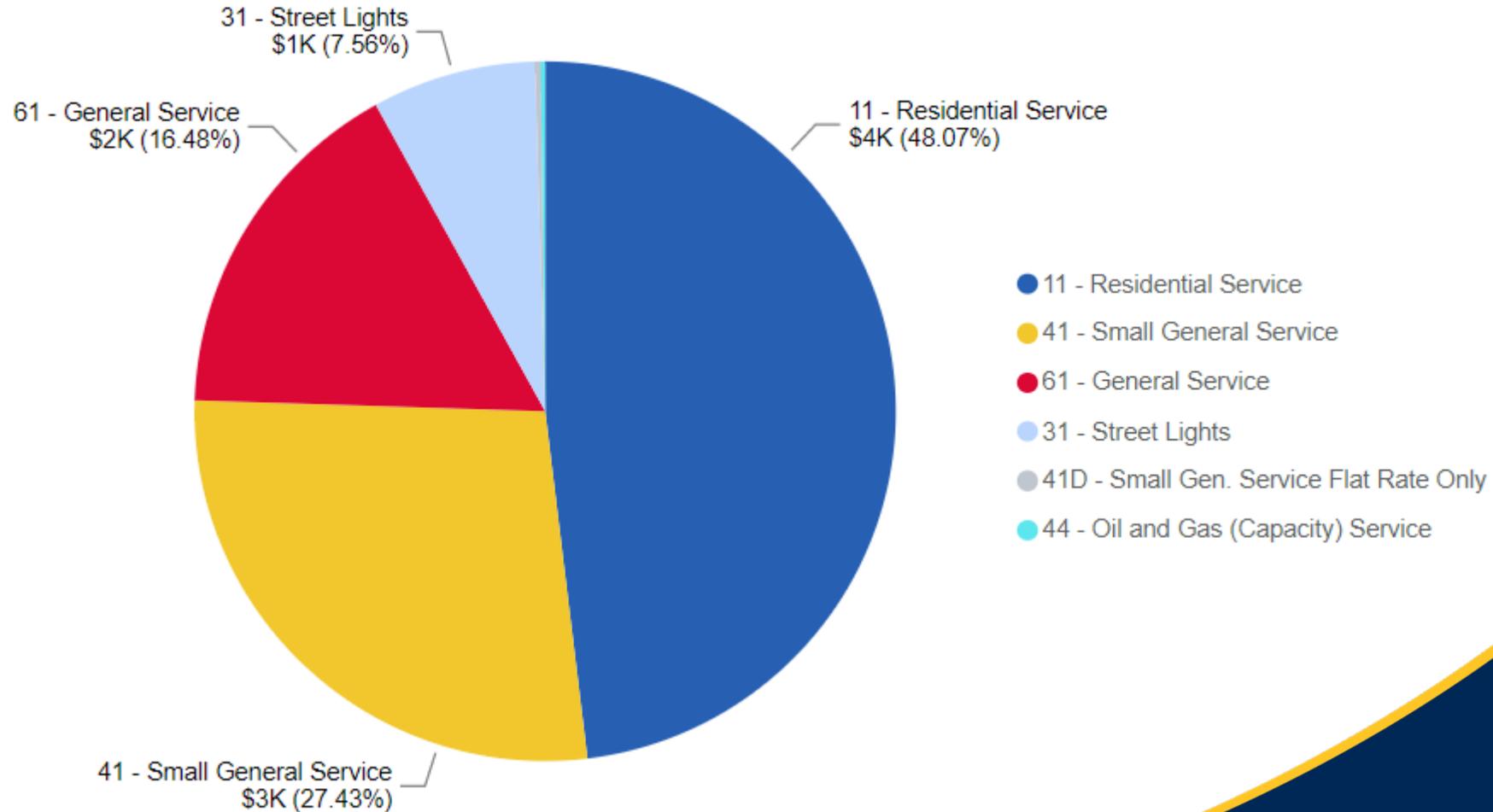
Franchise Fees



Franchise Fees 2019-2021

Rate Category	2019	2020	2021
11 - Residential Service	\$31,126	\$32,921	\$34,762
21 - FTS FARM BREAKER (CLOSED)	\$203	\$224	\$236
31 - Street Lights	\$5,083	\$5,341	\$5,486
38 - Yard Lighting Service	\$330	\$320	\$312
41 - Small General Service	\$19,538	\$19,056	\$19,881
41D - Small Gen. Service Flat Rate Only	\$177	\$182	\$191
44 - Oil and Gas (Capacity) Service	\$132	\$142	\$148
61 - General Service	\$11,564	\$11,647	\$11,930
Total	\$68,154	\$69,833	\$72,944

Linear Tax



Linear Tax 2019-2021

Rate Category	2019	2020	2021
11 - Residential Service	\$4,785	\$4,639	\$4,489
31 - Street Lights	\$775	\$748	\$706
41 - Small General Service	\$2,993	\$2,678	\$2,561
41D - Small Gen. Service Flat Rate Only	\$27	\$26	\$25
44 - Oil and Gas (Capacity) Service	\$20	\$20	\$19
61 - General Service	\$1,776	\$1,639	\$1,539
Total	\$10,376	\$9,750	\$9,339

Linear Tax

Linear Tax by Rate Class – the A-1 Municipal Assessment Rider is the collection of taxes assessed to FortisAlberta by each municipality for its distribution facilities (poles, wires, and transformers) within their boundaries, which is administered in accordance with the Municipal Government Act. FortisAlberta’s distribution facilities are classified as “regulated property” within the Alberta taxation model and fall into the “linear property” category. The A-1 Municipal Assessment Rider is commonly referred to as “linear taxes”. The linear taxes are determined by a taxation authority working on behalf of the municipality.

Linear Taxes (why was there a fluctuation in revenues)? See calculation information below:

Basically, it’s based on the info provided regarding tax and revenue amounts. Tax and revenue amounts had varied from year to year and may involve under- or over-collection from the previous year.

Calculation

The A-1 Municipal Assessment Rider is calculated annually based on updated tax and revenue amounts. Any under- or over-collection from the previous year would be included as an adjustment to the current year’s calculation. This rider is calculated as a percentage of the distribution component of the tariff.

Maintenance Activities

FortisAlberta spent over \$108M in capital maintenance activities in 2021 and has forecasted to spend over \$90M* for 2022. * this does not include line moves or urgent repairs.

Municipality	Feeder	Detailed Line Patrol	Pole & Ground Replacement	Vegetation Management
Town of Bentley	297S-47LE	2023	2024	2023

System Planning

Municipality	Feeder	Planned Projects/Upgrades & details for 2022/2023	Back-up Guidelines	Transmission Project	Neutral/Line Loss Project	Transformer Size (or Substation Limiting Element)	2031 Estimated Transformer Capacity remaining by substation (MVA)	2031 Estimated Capacity Remaining by Feeders (MVA)*
Town of Bentley	297S-47LE	There are planned projects to increase the backup capability to the system by improving existing FortisAlberta facilities and constructing new powerlines within the area.	Based on the current backup guidelines for the system under peak system conditions, full-service restoration is available from within the same substation.	N/A	N/A	42.0	27.85	5.42

All Capacity values are based on a 10-year planning horizon and terminal ampacity. Distance, voltage, local thermal capacity, etc. must be determined through individual load application studies. Capacity available is the lower of the transformer feeder capacity values. Capacity values include small aggregate load growth as well as secured forecasted growth.

*Feeder Capacity is based on a 10-year planning horizon and 13 MVA feeder loading – temporary loading >13 MVA may be available.

Required Capacity Increases are planned and constructed when required
All Municipalities will be notified of any construction within their boundaries.

For current up to date capacity planning information please contact your Stakeholder Relations Manager.

Link References

[FortisAlberta Website](#)

[Check Project Status](#)

[Community Investment](#)

[Grants](#)

[Hosting Capacity](#)

[Indigenous Engagement](#)

[Meters](#)

[Outage Map](#)

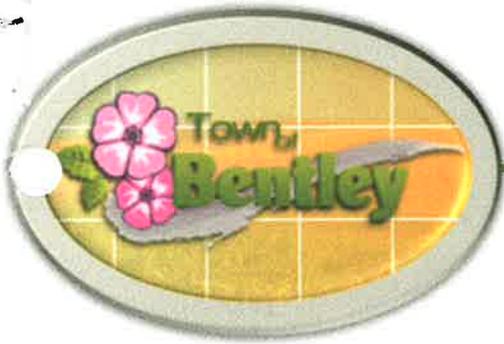
[Rates & Billing](#)

[Street Light Repair Map](#)

[Street Light Updates](#)



Thank you.



TOWN OF BENTLEY

By-law No. 168 / 2013

A Bylaw of the Town of Bentley in the Province of Alberta to authorize the Mayor and the Chief Administrative Officer to enter into an agreement granting FortisAlberta Inc. (the "Company"), the right to provide distribution access services within the Town of Bentley.

WHEREAS pursuant to the provisions of the Municipal Government Act, R.S.A. 2000 c. M-26, as amended (the "Act"), the Town of Bentley desires to grant and the Company desires to obtain, an exclusive franchise to provide distribution access services within the Municipality for a period of ten (10) years subject to the right of renewal as set forth in the said agreement and in the said Act;

WHEREAS the Council of the Town of Bentley and the Company have agreed to enter into an Electric Distribution System Franchise Agreement (the "**Agreement**"), in the form annexed hereto;

WHEREAS it is deemed that the Agreement would be to the general benefit of the consumers within the Town of Bentley.

NOW THEREFORE the Council of the Town of Bentley enacts as follows:

- 1) THAT the Electric Distribution System Franchise Agreement, a copy of which is annexed hereto as Schedule "A", be and the same is hereby ratified, confirmed and approved, and the Mayor and Chief Administrative Officer are hereby authorized to enter into the Electric Distribution System Franchise Agreement for and on behalf of the Town of Bentley, and the Chief Administrative Officer is hereby authorized to affix thereto the corporate seal of the Town of Bentley.
- 2) THAT the Electric Distribution System Franchise Agreement annexed hereto as Schedule "A" is hereby incorporated in, and made part of, this Bylaw.

Initial

- 3) THAT the Council consents to the exercise by the Company within the Town of Bentley of any of the powers given to the Company by the Water, Gas and Electric Companies Act, R.S.A. 2000 c. W-4, as amended.
- 4) THAT this Bylaw shall come into force upon the Electric Distribution System Franchise Agreement being approved by the Alberta Utilities Commission and upon being given third reading and finally passed.

Read a First time in Council assembled this 14th day of May, 2013.



Mayor



Chief Administrative Officer

Read a Second time in Council assembled this 14th day of May, 2013.



Mayor



Chief Administrative Officer

Read a Third time in Council assembled and passed this 13 day of AUGUST, 2013.



Mayor



Chief Administrative Officer



TOWN OF BENTLEY

By-law No. 212/2019

A BYLAW TO PROHIBIT OTHER PERSONS FROM PROVIDING ELECTRIC DISTRIBUTION SERVICE WITHIN THE LEGAL BOUNDARIES OF THE MUNICIPALITY

WHEREAS, pursuant to section 45 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 (the "*Municipal Government Act*"), and as authorized by Municipal Bylaw 168/2013, 2013, Town of Bentley (the "Municipality") has entered into an Electric Distribution Franchise Agreement with FortisAlberta Inc. (the "Franchise Agreement");

WHEREAS, pursuant to the terms of the Franchise Agreement, FortisAlberta Inc. (such party and its successors and permitted assigns hereinafter referred to as "FortisAlberta") has been granted the exclusive right to provide electric distribution service within the legal boundaries of the Municipality as altered from time to time (the "Municipal Franchise Area") for the term of such agreement;

WHEREAS, the Municipality may, upon the expiration of the Franchise Agreement and subject to the terms of the *Municipal Government Act*, enter into a subsequent or replacement agreement with FortisAlberta or a third party (either such party the "Subsequent Franchisee") which grants such Subsequent Franchisee the exclusive right to provide electric distribution service within the Municipal Franchise Area for the term of such agreement (any such agreement or replacement thereof a "Subsequent Franchise Agreement");

WHEREAS, the legal boundaries of the Town of Bentley may be altered from time to time after the date this Bylaw is passed, due to municipal annexations or for other reasons;

AND WHEREAS, pursuant to Section 46 of the *Municipal Government Act*, and for the duration of any Franchise Agreement or Subsequent Franchise Agreement (any such agreement an "Exclusive Franchise Agreement"), the Municipality wishes to prohibit any person other than FortisAlberta or the Subsequent Franchisee, as the case may be (such party the "Exclusive Franchisee"), from providing electric distribution service, or any similar utility service, within the Municipal Franchise Area;


Initial

NOW THEREFORE the Council of Town of Bentley, in the Province of Alberta, duly assembled, enacts as follows:

Short Title

1. This Bylaw may be referred to as the "Prohibiting Other Persons From Providing Electric Distribution Service within Municipal Franchise Area Bylaw"

Prohibiting Other Persons

2. For the duration of any Exclusive Franchise Agreement, any person other than the Exclusive Franchisee shall be prohibited from providing electric distribution service, or any similar utility service, within the Municipal Franchise Area.

3. If, prior to the date that this Bylaw is passed:

- (a) an alteration of the legal boundaries of the Municipality, through annexation or otherwise, occurred and resulted in the service area of any rural electrification association (as such term is defined in the *Electric Utilities Act*, R.S.A. 2003, c. E-5.1) extending into the Municipal Franchise Area; and
- (b) the service area of such rural electrification association was subsequently altered by Decision 22164-D01-2018 or any other decision, order, or approval of the Alberta Utilities Commission (or otherwise pursuant to applicable law) such that it no longer extends into the Municipal Franchise Area;

then any consumers within the Municipal Franchise Area which are connected to, and take electric distribution service from, such rural electrification association must transfer to, connect to, and take electric distribution service from, the Exclusive Franchisee no later than the ninetieth (90th) day following the date that this Bylaw is passed.

4. If:

- (a) an alteration of the legal boundaries of the Municipality, through annexation or otherwise, occurs after (or occurred prior to) the date that this Bylaw is passed and results in (or resulted in) the service area of any rural electrification association (as such term is defined in the *Electric Utilities Act*, R.S.A. 2003, c. E-5.1) extending into the Municipal Franchise Area; and
- (b) the service area of such rural electrification association is subsequently altered by any decision, order, or approval of the Alberta Utilities Commission (or otherwise pursuant to applicable law) such that it no longer extends into the Municipal Franchise Area (any such alteration, a "Service Area Alteration");



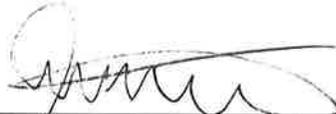
Initial

then any consumers within the Municipal Franchise Area which are connected to, and take electric distribution service from, such rural electrification association must transfer to, connect to, and take electric distribution service from, the Exclusive Franchisee no later than the ninetieth (90th) day following the date of such Service Area Alteration.

READ a First time in Council assembled this 25th day of June, 2019

READ a Second time in Council assembled this 25th day of June, 2019

READ a Third time in Council assembled this 25th day of June, 2019



Mayor Greg Rathjen



Chief Administrative Officer, Elizabeth Smart



Agenda Date: October 11, 2022

Agenda Item: New Business:
ATCO Gas & Pipelines Franchise Fee 2023

RECOMMENDATION

THAT Mayor and Council set the natural gas distribution system franchise fee percentage for the 2022 November deadline related to the Franchise Fee Collected in the 2023 year at 12%.

SUMMARY AND BACKGROUND

The Town of Bentley has a natural gas distribution system franchise agreement with ATCO Gas. Pursuant to that agreement and the Municipal Government Act, Section 45 (Non municipal public utilities), the Town has the authority to collect this franchise fee. The fee is based on the “Delivery Tariff” revenue (gas lines/infrastructure) and does not include gas consumption.

Annually, the Town of Bentley is required to notify ATCO gas, “prior to November 1,” of each year of the franchise fee percentage to be charged in the following year. A new contract and agreement signed with ATCO beginning November 1, 2019, with a term ending October 31, 2034.

Currently the franchise fee being charged for the 2022 year is 12%, was approved at the September 14, 2021, meeting of Mayor and Council. I have also attached for your reference, a comparative listing of the other franchise fees collected by other municipalities in Alberta (Attachment 1).

Administration is recommending that the franchise fee remain at 12% due to the significant impacts of COVID-19 on businesses and residents within the Town of Bentley as well as continuing trends of inflation. Also attached to this report is a copy of the letter received from ATCO advising the Town of the anticipated revenue to be generated from the current franchise fee rate (Attachment #2).

It should also be noted that if Council decided to change the franchise fee rate in 2022 for the 2023 year, the process involves advertising the rate change in the newspaper with the widest circulation and we would also be required to obtain approval from the Alberta Utilities Commission.

BUDGET AND FINANCIAL CONSIDERATIONS

For the 2023 year the forecasted delivery tariff revenue is \$406,266, therefore based on a franchise fee charged at 12% the franchise fee revenue payable to the Town would be \$48,752.

Historical Information regarding Franchise Fees Collected from ATCO as follows:

2014	\$23,745
2015	\$27,925
2016	\$29,074

2017	\$33,119
2018	\$26,458
2019	\$31,790
2020	\$38,585
2021	\$43,047
2022	\$49,792 (forecasted to end of year)

RATIONALE FOR RECOMMENDATION

- These fees are collected each year and the funds are applied towards the current year's capital projects, or if not utilized would be placed into a reserve account for future years projects. This is an effective method for the Town to raise funds to help pay for investment in infrastructure projects.
- The Town has a signed agreement with ATCO for a franchise to provide natural gas services to the customers of the Town of Bentley in accordance with Bylaw 213/2019. (Attachment 3)
- Freezing the rate at the current percentage does not add additional burden to the local resident and business owner in a time that has been heavily impacted by the COVID-19 pandemic.

ATTACHMENTS

1. Franchise fees collected by other municipalities in Alberta
2. Anticipated Franchise Fee Revenue – Letter from ATCO
3. Bylaw 213/2019

Marc Fortais, CAO

Effective June 1, 2022 by AUC Disposition 27356-D01-2022
 This Replaces Rider "A"
 Previously Effective January 1, 2022

**ATCO GAS AND PIPELINES LTD. – NORTH RIDER "A"
 MUNICIPAL FRANCHISE FEE TO ALL RATES AND ANY OTHER RIDERS THERETO**

All charges under the Rates, including any charges under other Riders, to Customers situated within the communities listed on this Rider "A" Municipal Franchise Fee are subject to the addition of the percentage shown. The percentage shown is to be applied as an addition to the billings calculated under the Rates including charges as allowed under other Riders in effect.

Method A. - Applied to gross revenues*.
 Method C. - Applied to gross revenues* and Rider "E".

<u>Municipalities – Method A</u>	<u>%</u>	<u>Effective Date yymmdd</u>	<u>Municipalities – Method A</u>	<u>%</u>	<u>Effective Date yymmdd</u>	<u>Municipalities – Method A</u>	<u>%</u>	<u>Effective Date yymmdd</u>
Alberta Beach	8.00	20/03/01	Grimshaw	30.00	12/02/15	Seba Beach	20.00	10/06/03
Alix	12.00	19/01/01	Hardisty	22.00	18/01/01	Sexsmith	25.00	07/04/24
Amisk	9.10	00/04/18	Hines Creek	30.00	05/08/02	Sherwood Park	22.00	10/07/01
Argentia Beach	0.00	10/07/09	Hinton ***	14.60	12/01/01	Silver Beach	20.00	05/03/24
Bashaw	15.00	04/03/18	Holden	3.50	14/01/01	Slave Lake	25.50	20/01/01
Beaverlodge	11.50	20/01/01	Hughenden	10.98	00/07/18	Spirit River	24.00	01/06/18
Bentley	12.00	20/01/01	Hythe	12.00	18/02/01	Spruce Grove	30.00	20/01/01
Berwyn	22.00	19/01/07	Innisfree	25.00	08/09/08	St. Albert	20.30	19/01/01
Bittern Lake	7.00	18/01/01	Irma	20.00	04/10/15	Stony Plain	35.00	21/02/01
Blackfalds	35.00	10/01/01	Itaska	12.00	04/09/21	Swan Hills	10.00	21/01/01
Bon Accord	23.00	22/01/01	Jasper Muni	19.10	22/01/01	Sylvan Lake	27.00	19/01/01
Breton	15.00	17/01/01	Jasper Ntl Pk	17.10	06/09/01	Thorsby	20.00	14/01/01
Bruderheim	20.00	21/01/01	Kitscoty	10.00	05/09/15	Tofield	10.00	04/05/04
Camrose	27.00	20/04/01	Lacombe	27.75	22/01/01	Vegreville	33.00	04/10/12
Caroline	35.00	21/01/01	Lamont	35.00	04/05/10	Vermilion	22.00	21/01/01
Chipman	0.00	06/05/12	Lavoy	16.61	09/10/23	Veteran	6.00	17/01/01
Clive	16.17	04/05/17	Legal	25.00	22/01/01	Viking	21.51	04/09/26
Clyde	9.46	10/05/04	Lloydminster	25.00	08/02/01	Wabamun	15.00	18/06/01
Cold Lake	13.00	05/11/01	Lougheed	15.00	12/09/17	Warburg	10.00	09/01/01
Consort	22.00	04/05/07	Mannville	25.00	20/01/01	Wembley	25.00	08/07/01
Coronation	10.05	09/07/14	Mayerthorpe	15.00	22/01/01	Wetaskiwin	33.00	21/01/01
Czar	11.84	00/04/27	McLennan	24.00	05/05/19	Whitecourt ***	25.92	22/01/01
Donnelly	30.00	05/09/06	Millet	22.00	08/01/01			
Drayton Valley***	22.00	04/10/22	Minburn	16.61	16/01/01	<u>Municipalities – Method C</u>		<u>Effective Date yymmdd</u>
Eckville	20.00	16/03/01	Mirror	12.60	06/07/13	Andrew	9.00	99/11/25
Edgerton	15.00	22/01/01	Mundare	23.00	20/04/01	Eglesham	5.26	05/06/08
Edmonton	35.00	19/01/01	Nampa	16.84	04/04/22			
Edson***	20.00	21/01/01	Onoway	10.00	22/01/01			
Entwistle	17.32	10/02/22	Oyen	30.00	08/01/17			
Fairview	17.31	15/10/01	Peace River	32.00	22/01/01			
Falher	17.00	20/01/01	Point Alison	15.00	07/10/12			
Fort McMurray	10.00	21/03/01	Ponoka	23.00	21/01/01			
Fort Saskatchewan	0.00	04/09/28	Provost	22.00	13/01/01			
Fox Creek	15.00	20/01/01	Red Deer	35.00	17/01/01			
Gibbons	30.00	05/10/01	Rimbey	26.00	18/01/01			
Girouxville	26.00	19/01/01	Rocky Mtn. House	30.00	15/01/01			
Golden Days	25.00	04/06/15	Rycroft	30.00	16/02/10			
Grande Prairie	25.00	06/03/07	Ryley	10.00	16/02/01			

* Gross Revenues are ATCO Gas total charges, less GST.
 *** Includes a \$10,000 maximum annual allowable assessment (Max) on any individual metered account.

August 24, 2022

Town of Bentley
PO Box 179
Bentley, AB T0C 0J0

Attention: Mr. Marc Fortais, Chief Administrative Officer

RE: ATCO Gas and Pipelines Ltd. Franchise Agreement

Pursuant to our franchise agreement, your municipality has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022. If you are considering changing the franchise fee in 2023, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Town of Bentley a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Bentley, this percentage is 12.00%.

In 2021, our Delivery Tariff revenue in the Town of Bentley was \$358,730. Our forecast Delivery Tariff revenue for 2023 is \$406,266. Therefore, based on the current franchise fee percentage, your forecast 2023 franchise fee revenue would be \$48,752.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at Bruce.Legault@atco.com.

Yours truly,

Bruce Legault

**Bruce Legault
Manager, Red Deer
ATCO Natural Gas Division**



By-law No. 213/2019

A By-law of the Town of Bentley, in the Province of Alberta, to authorize the Mayor and Administrator to execute an agreement with ATCO Gas and Pipelines Ltd, to renew an agreement with and to confer a franchise on ATCO Gas and Pipelines Ltd. to deliver gas to customers within the corporate limits of the Town of Bentley

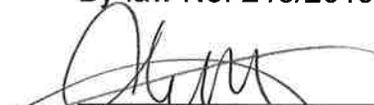
WHEREAS, ATCO Gas and Pipelines Ltd has requested a franchise to provide natural gas service to customers within the Town of Bentley;

AND WHEREAS, it is deemed that such an agreement would be of benefit to the customers within the Town of Bentley;

THEREFORE, under the authority of the Municipal Government Act, R.S.A, 2000, Chapter M-26, Part 3, Division 3, Sections 45 – 47, be it enacted that the Mayor and Administrator be authorized to sign the agreement, which is attached to and forming part of this by-law and marked as Schedule "A", between the Town of Bentley and ATCO Gas and Pipelines Ltd. to renew an agreement with and to confer a franchise on ATCO Gas and Pipelines Ltd. to deliver natural gas services within the Town of Bentley.

This by-law shall come into force and effect upon the agreement being approved by the Alberta Utilities Commission for the Province of Alberta and upon being given third and finally passed.

By-law No. 213/2019 read a first time this 23rd day of July, 2019



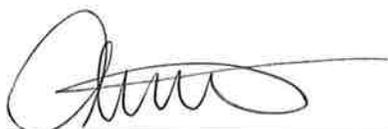
Mayor Greg Rathjen



CAO Elizabeth Smart

By-law No. 213/2019 read a second time this 8th day of October, 2019

By-law No. 213/2019 read a third time and finally passed this 8th day of October. 2019



Mayor Greg Rathjen



CAO Elizabeth Smart



Agenda Date: October 11, 2022

Agenda Item: New Business:
2023 Proposed Budget Parkland Regional Library System

ADMINISTRATIVE RECOMMENDATIONS

THAT Mayor and Council approve the municipal per capita requisition for the Parkland Regional Library System (PRLS) in the amount of \$8.75

THAT Mayor and Council support the 2023 Proposed Parkland Regional Library Budget as presented.

SUMMARY

Prior to November 1 of each year the PRLS is required to provide Parties to the agreement a budget and an estimate of money required to operate in the following fiscal year.

The proposed budget is based on conservative estimates whereby revenue is estimated at its minimum level and expenditure is estimated at the maximum level required. For 2023 there is a twenty-cent increase to the municipal per capita requisition, which is changing from \$8.55 to \$8.75. It should be noted that the requisition was held for the previous three consecutive years. This increase has been driven by inflationary pressures for additional vehicle expenses such as fuel costs, audit fee increases, building repair and maintenance increases. Staff salaries and benefits have also received a cost-of-living increase adjustment in accordance with Parkland's cost of living and compensation policy statement.

This proposed budget and cost estimate is being presented for Mayor and Council's consideration.

BACKGROUND

The PRLS, connects libraries across the province and provides many services including Alberta wide borrowing (interlibrary loans), borrowing books by mail, alternate formats for print disabilities, grant information database as well as a variety of tools and equipment including e readers, pedometers, radon screening kits projectors and screens and more. PRLS has a vision to be a leader in assisting it member libraries to achieve excellence in service and its mission is to expand opportunities for discovery, growth, and imagination for all Central Albertans.

The PRLS 2023 budget has been developed according to Board policy and the requirements imposed by the Parkland Regional Library Agreement. In accordance with clause 8 of the agreement:

- The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this agreement and an estimate of money required during the ensuing fiscal year to operate the library system. [Reg.s.25 (1)(f)]

- The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this agreement, which must represent at least two thirds of the member population; and thereupon, each part to this agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule “B” and the population of the Parties to the agreement.
- The population of a municipality that is a Party to this agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.

BUDGET AND FINANCIAL CONSIDERATIONS

- Amount contributed in 2020 = \$9,216.90
- Amount contributed in 2021 = \$9,216.90
- Amount contributed in 2022 = \$9,216.90
- Amount to be contributed in 2023 = \$9,432.50 / 1078 = \$8.75 per capita

RATIONAL FOR RECOMMENDATION

- The budget amount has been estimated in a conservative manner and supports fiscal responsibility and sound business practices.
- The amount for 2023 is slightly higher than previous years to take into consideration inflationary pressures and costs of living increases.

ATTACHMENTS

1. 2023 Proposed Budget Parkland Regional Library System

Marc Fortais, CAO



Proposed BUDGET 2023

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2023 Budget

Present
Budget

		2022	2023
Income			
1.1	Provincial Operating Grant	992,621	992,621
1.2	First Nations Grant	145,602	145,602
1.3	Membership Fees	1,939,986	2,001,335
1.4	Alberta Rural Library Services Grant	429,742	429,742
1.5	Interest Income	28,500	28,500
TOTAL Income		3,536,451	3,597,800
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	429,742	429,742
2.2	Allotment Funds issued to Libraries	256,396	259,362
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maint. Agree. Software licenses	201,885	207,512
2.5	Cooperative Collection Fund	35,835	0
2.6	eContent Platform fees, Subscriptions	78,100	78,100
2.7	FN Provincial Grant expenses	78,839	78,839
2.8	Freight	1,800	1,200
2.9	Internet Connection Fees	8,820	8,820
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	68,070	68,617
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	4,500	2,000
2.15	Supplies purchased Cataloguing/Mylar	18,500	19,000
2.16	Vehicle expense	46,000	59,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	57,500	57,500
2.20	Large Print	10,000	10,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,000	4,000
TOTAL Support Materials & Services Direct to Libraries		1,345,787	1,329,492
Cost of Services			
3.1	Audit	16,500	20,000
3.2	Bank expenses	1,600	1,700
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	18,000	21,500
3.5	Dues/Fees/Memberships	12,200	12,750
3.6	Insurance	19,000	20,500
3.7	Janitorial/Outdoor maintenance expense	34,000	35,000
3.8	Photocopy	4,000	4,300
3.9	Salaries	1,588,659	1,666,962
3.10	Salaries - Employee Benefits	349,505	353,396
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	32,500	29,000
3.13	Telephone	8,000	8,500
3.14	Travel	8,000	8,000
3.15	Trustee expense	35,000	26,000
3.16	Utilities	39,000	36,000
TOTAL Cost of Services		2,190,664	2,268,308
TOTAL Expenses (library materials & cost of service)		3,536,451	3,597,800
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		8.55	8.75

Notes for the Parkland Regional Library System Budget 2023

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.*
- 8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2023, there is a twenty-cent increase to the municipal per capita requisition to \$8.75. Parkland has held the requisition at \$8.55 for the previous three consecutive years. For calculating the municipal levy for 2023, Parkland will be using the Population Estimates and Projections supplied by the Office of Statistics and Information at Alberta Treasury Board and Finance.

The budget was built around the assumption that the government of Alberta operating grant will remain at \$4.70 per capita and based on 2016 population statistics. Likewise, staff assume the rural library services grant will remain at \$5.55 per capita and based on 2016 population statistics.

Points within the budget to note include:

Most expense lines of the budget remain stable. Those lines with increases such as the vehicle expense line (2.16), the audit line (3.1), or the building repair and maintenance line (3.4) reflect inflationary increases. The staff salary and benefits lines (3.9 and 3.10) have received a cost-of-living adjustment in accordance with Parkland's Cost of Living and Compensation policy statement. The Trustee Expense line (3.15) has also been reduced slightly, since meeting reimbursement costs have declined due to the switch to virtual meetings.

Cooperative Collection Fund has been discontinued as a line item but for this year will be funded from reserves, (see the Budget Supplement section). This fund was designed to give Parkland staff a budget line for the purchase of physical materials (e.g. books, DVDs) to augment the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect member library needs.

Provincial grants amount to approximately 43.6% of PRLS' total income.

At the end of the budget documents, you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$219,600 which includes a wireless upgrade project for libraries. In addition, there is a reserve fund transfer for the purchase of one new cargo vehicle (estimated at \$40,500). One other reserve fund transfer for 2023 is for the one-time use of funds to continue the Cooperative Collection project requested at \$35,000. By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Staff have included a document with the budget package comparing the amount of requisition/municipal levy to items of direct financial benefit to member libraries. Based on budget amounts, an equivalent of 98% of the 2023 levy is returned in tangible form. This return is before considering services provided by Parkland or taking into account the costs of running Parkland system headquarters.

Parkland Regional Library System

Return on Municipal Levy

Based on 2022 and 2023 Budgeted Amounts

	2022	2023
Materials Allotment for Libraries (Books, DVD's, Audiobooks, etc.)	\$256,396	\$259,362
Rural Library Services Grant	\$429,742	\$429,742
Cooperative Collection Fund (from Reserves in 2023)	\$35,835	\$35,000
Technology (Hardware– budget plus reserves)	\$162,800	\$219,600
Postage (Reimbursement for Interlibrary Loan)	\$4,500	\$2,000
Software (For computers, ILS, etc.)	\$201,885	\$208,205
Rotating Collections (Large Print, Audiobooks, Programming Kits, etc.)	\$21,000	\$21,000
Internet (Connectivity provided to member libraries)	\$8,820	\$8,820
eContent (Platforms & Purchases of eBooks, eAudiobooks, etc.)	\$135,600	\$135,600
Vehicle Expense (\$40,500 from reserves for new van plus ongoing budgeted expenses)		\$99,500
Marketing/Advocacy	\$20,000	\$20,000
Workshop/Training	\$14,000	\$14,000
Cataloguing Supplies	\$31,500	\$32,000
Contribution to Outlet Libraries*	\$800	\$800
Materials Discount (42% in 2022)	\$107,686	\$98,558
SuperNet (Fiber Optic connection provided by GOA to library system members)	\$370,022	\$370,022
Sub-Total	\$1,800,586	\$1,954,209
Requisition	\$1,939,986	\$2,001,335
	93%	98%
Difference Between Levy & Direct Return	\$139,400	\$47,126

*\$200 each for Brownfield, Nordegg, Spruce View, and Water Valley Libraries

Brief Notes – September 2023

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on statements from the Public Library Services Branch (PLSB) calculated at \$4.70 per capita.
- 1.2 The First Nations grant for reserve residents is calculated at \$10.25 per capita
- 1.3 Estimated requisition to municipalities to balance budget slight increase to \$8.75
- 1.4 Based on statements from PLSB and calculated at \$5.55 per capita
- 1.5 Held at 2022 level - reflects the anticipated returns on investments

SUPPORT MATERIALS & SERVICES DIRECT TO LIBRARIES

- 2.1 Estimate, based on statement from PLSB - see 1.4 above
- 2.2 Reflects allotment rate of \$1.13 per capita
- 2.3 Line slightly increased which includes the Polaris Integrated Library system maintenance agreement, purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, PRLS' management of wireless networks
- 2.4 Cooperative Collection Fund – has been discontinued as a line item and will be funded through reserves.
- 2.5 Line reduced to \$45,000 due to changes in use patterns and changes in fees covered – funds shifted to 2.9 and 2.19 - for platform and library services subscriptions
- 2.6 Funding provided through a provincial government grant program calculated at \$5.55 per capita for library service to the indigenous residents of Parkland's six First Nations Reserves
- 2.7 Reduced - for vendor freight costs for library materials, in-house collections, IT equipment and shipment of computers for repairs and/or replacement parts
- 2.8 Held at 2022 level
- 2.9 Name changed and items consolidated from line 2.5 – increased to \$6,500
- 2.10 Newly created in 2022 -amount held - used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS
- 2.11 Based on current population at \$0.30 per capita
- 2.12 Held at \$800 - operating funding provided to PRLS' four outlet libraries
- 2.13 Held at \$1,000 based on actual
- 2.14 Reduced based on actual - includes both ILL postage reimbursement to libraries and ILL's sent from HQ for libraries
- 2.15 Increased, based on actual - used for purchasing library material processing items such as laminated book covers, cataloguing records, and multimedia cases
- 2.16 Increased significantly – for the operations of three cargo vans and two staff vehicles - anticipated maintenance costs for five vehicles and fuel, using an estimate of actual costs and considering variances for fuel costs continuing to rise
- 2.17 Held at \$14,000 - includes costs for all workshops, conferences, projects, and training activities for library managers, staff, and boards

PRLS Circulating Collections

- 2.18 Held at 2022 amount
- 2.19 Increased to \$87,500 to reflect use patterns – funds shifted from 2.5
- 2.20 Increased slightly to \$11,000
- 2.21 Held at 2022 amount
- 2.22 Reduced to \$2,600 – Grant Connect fee moved to line 2.5

COST OF SERVICES

- 3.1 Increased to reflect the new 3-year audit proposal for 2022-2024– also includes costs for an annual letter from PRLS' lawyer required for the audit process
- 3.2 Increased slightly to \$1,700 - covers the cost of enhanced electronic banking services and cheques
- 3.3 Held at 2022 level of \$4,700 based on review of actual over a three-year period
- 3.4 Increased to \$21,500 - actual costs reviewed for maintaining the new building with elevator
- 3.5 Increased slightly to \$12,750 - to cover PRLS' cost to belong to membership organizations (e.g. The Alberta Library (TAL), Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), etc.)
- 3.6 Increased slightly - covers five vehicles, cyber insurance, and new building coverage etc.
- 3.7 Increased slightly to \$35,000 - for janitorial building maintenance including things such as carpet and window cleaning – also includes outside building maintenance and snow removal
- 3.8 Increased slightly – reflects fees for photocopiers and estimated usage
- 3.9 Reflects current staff levels
- 3.10 Reflects predicted costs for staff benefits based on current staff levels
- 3.11 Held at the 2022 amount
- 3.12 Reduced slightly - based on a five-year review
- 3.13 Increased slightly based on actual - includes line charges, toll free number, mobile telephones, and long-distance costs
- 3.14 Held at 2022 level – based on 3-year review of actual expenses
- 3.15 Reduced to \$26,000 – due to the use of virtual meetings. Includes executive and advocacy committee meetings, external meetings for trustees and to support trustee activities
- 3.16 Based on actual in new building to date and then estimated – reduced to \$36,000

Complete Notes to the 2023 Budget

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2023 Budget

	Present Budget	
	2022	2023
Income		
1.1 Provincial Operating Grant	992,621	992,621
1.2 First Nations Grant	145,602	145,602
1.3 Membership Fees	1,939,986	2,001,335
1.4 Alberta Rural Library Services Grant	429,742	429,742
1.5 Interest Income	28,500	28,500
TOTAL Income	3,536,451	3,597,800

Income – line details

1.1 Provincial Operating Grant:

for budgeting purposes, the provincial operating grant rate is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2016 population statistics at \$4.70 per capita - this rate is subject to change annually.

1.2 First Nations Grant:

The First Nations (FN) grant from the PLSB is expected to be ongoing. It is calculated at \$10.25 per capita based on First Nations reserve populations found within Parkland’s service area. The grant is to enable library services to FN reserve residents. This is composed of two grants; the \$4.70 system operating grant and the \$5.55 per capita operating grant. The \$4.70 is used to fund operations of the regional system, the \$5.55 per capita is to fund various First Nations initiatives. See line 2.7.

1.3 Membership Fees:

\$8.75 per capita – requisition to municipalities to balance the budget, a twenty cent increase per capita. The previous note was held at \$8.55 for three consecutive years.

*1.4 Alberta Rural Library
Services Grant:*

grant received from Alberta Municipal Affairs for service to rural residents. Based on the PRLS membership agreement for those municipalities and municipal districts who do not appoint a library board, the grant is passed entirely to libraries as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2016 population statistics at \$5.55 per capita – see line 2.1 under Support Materials & Services Direct to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments and is estimated at 2022 levels.

Support Materials & Services Direct to Libraries		2022	2023
2.1	Alberta Rural Library Services Grant	429,742	429,742
2.2	Allotment Funds issued to Libraries	256,396	259,362
2.3	Computer Maint. Agree. Software licenses	201,885	207,512
2.4	Cooperative Collection Fund	35,835	0
2.5	eContent Platform fees, Subscriptions	78,100	45,000
2.6	FN Provincial Grant expenses	78,839	78,839
2.7	Freight	1,800	1,200
2.8	Internet Connection Fees	8,820	8,820
2.9	Library Services Tools	3,000	6,500
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	68,070	68,617
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	4,500	2,000
2.15	Supplies purchased Cataloguing/Mylar	18,500	19,000
2.16	Vehicle expense	46,000	59,000
2.17	Workshop/Training expense	14,000	14,000
	PRL Circulating Collections		
2.18	Audio Book	5,000	5,000
2.19	eContent	57,500	87,500
2.20	Large Print	10,000	11,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,000	2,600
	TOTAL Support Materials & Services Direct to Libraries	1,345,787	1,329,492

Support Materials & Services Direct to Libraries - line details

2.1 Alberta Rural Library Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects allotment rate of \$1.13 per capita – held at the 2022 level.

*2.3 Computer Maint. Agree.
Software Licenses:*

line slightly increased – this line covers, but is not limited to, the Microsoft suite of software for member library computers, website software, PRLS' management of wireless networks, PRLS' computer licenses, and licensed services for the Polaris integrated library system. Also includes small non-capital IT items as needed such as monitors and bar code scanners.

2.4 Cooperative Collection:

this line has been eliminated as a budgeted item but for this year will be funded from reserves, see the Budget Supplement at the end of the budget section. This fund was designed to give Parkland staff a budget line for the purchase of physical materials (e.g., books, DVDs) to augment the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect patron needs.

*2.5 eContent Platform fees
and Subscription fees:*

decreased from 2022 level due to the cancelation of two resources based on usage statistics and feedback from local library staff - to pay for platform fees for CloudLibrary and Overdrive, and subscriptions for the TAL core of eResources (Ancestry Library Edition and Consumer Reports) along with CloudLinking, Niche Academy, Cypress Resume and Grant Connect.

*2.6 FN Provincial
Grant Expense:*

funding provided through a provincial government grant program calculated at \$5.55 per capita for library service to the indigenous residents of Parkland's six First Nations reserves.

2.7 Freight:

vendor freight costs for library materials, in-house collections, computers, IT equipment and shipment of computers for repairs and/or replacement parts – reduced based on actual.

*2.8 Internet Connection
Fees:*

for internet service provision to member libraries and HQ – held at 2022 level.

2.9 Library Services Tools: name changed from Cataloguing Tools, also consolidates all in-house subscriptions into one line – based on actual costs – includes resources previously in this line (RDA tool kit, Web Dewey, BookWhere) as well as Audio Cine, Survey Monkey, Loomly and LibraryData which were previously in eContent Platform fees line (2.5).

2.10 Marketing/Advocacy: newly created in 2022, amount held at the same level – used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS.

2.11 Member Library Computers: income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

2.12 Outlet - Contribution to Operating: operating funds for Parkland’s four outlet libraries, amounts set by board policy, up to \$200 annually, if a local library outlet’s sponsoring society provides matching funds – held at \$800.

2.13 Periodicals: held at 2022 level - based on actual, includes professional development publications and library journals.

2.14 ILL Postage Reimbursement for Libraries: reduced based on actual and estimations – reimbursement for items interlibrary loaned (ILL) by member libraries and ILL’s sent for libraries from Parkland.

2.15 Supplies purchased Cataloguing/Mylar: increased slightly - based on review of 3-year actual, line for purchasing library materials processing laminated book covers, cataloguing records, and multimedia cases.

2.16 Vehicle Expense: increased significantly - estimates for fluctuation in fuel prices are the major reason, also includes anticipated maintenance and repair costs for the operation of five vehicles (3 cargo and 2 staff vehicles) includes tire replacements.

2.17 Workshop/Training: includes costs for all workshops, conferences, projects, and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – held at 2022 amount.

PRLS Circulating Collections

2.18. Audiobook Materials: held at 2022 level– used to support the physical audiobook collection.

2.19 eContent: increased from 2022 with funding shifted from the eContent Platform fees line (2.5) - based on feedback from local library staff and usage statistics - includes allotment eBooks and eAudiobooks through CloudLibrary and Overdrive, as well as Overdrive eMagazines and potentially other eContent.

2.20 Large Print Books: slight increase from 2022 level to help refresh the collection.

2.21 Programming Boxes: held at 2022 level - to refresh and build new programming kits for programming in member libraries.

2.22 Reference Materials: decreased due to moving Grant Connect costs to the eContent Platform fees line (2.5) – to purchase limited amounts of reference material for use by member libraries and PRLS staff; eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2022	2023
3.1	Audit	16,500	20,000
3.2	Bank expenses	1,600	1,700
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	18,000	21,500
3.5	Dues/Fees/Memberships	12,200	12,750
3.6	Insurance	19,000	20,500
3.7	Janitorial/Outdoor maintenance expense	34,000	35,000
3.8	Photocopy	4,000	4,300
3.9	Salaries	1,588,659	1,666,962
3.10	Salaries - Employee Benefits	349,505	353,396
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	32,500	29,000
3.13	Telephone	8,000	8,500
3.14	Travel	8,000	8,000
3.15	Trustee expense	35,000	26,000
3.16	Utilities	39,000	36,000
TOTAL Cost of Services		2,190,664	2,268,308

Cost of Services – line details

3.1 Audit: increased to account for new audit proposal 2022-2024 - includes Parkland's triannual LAPP Audit requirement and includes costs for an annual letter from PRLS' lawyers required for the audit process.

3.2 Bank Expenses: increased slightly based on actual - to cover the cost of enhanced electronic banking services and cheques.

3.3 Bank Investment Fees: fee for management of the RBC Dominion investment program – based on review of actual charges – held at 2022 level.

3.4 Building-Repair/Maintenance. increased slightly – costs are based on actual in new building since October 2020 then with estimated amounts for a full year – includes elevator maintenance.

3.5 Dues/Fees/

Memberships:

for Parkland's membership in professional organizations; may include, but not necessarily be limited to: The Alberta Library (TAL), Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), American Library Association (ALA), and Alberta Public Library Administrators' Council (APLAC). Increased slightly to reflect actual.

3.6 Insurance:

this line has increased slightly and accounts for cyber insurance, the building, HQ's contents, PRLS' outlet libraries contents, five vehicles, general liability, bond and crime employee drivers abstracts and personal vehicles insurance reimbursement for personal vehicle use - based on a review of actual 3-year costs.

3.7 Janitorial/Outdoor

Maint. Expense:

increased slightly to \$35,000 - for janitorial building maintenance including things such as carpet and window cleaning – also includes outside building maintenance and snow removal.

3.8 Photocopy:

reflects fees for photocopiers and estimated usage with a slight increase, based on actual.

3.9 Salaries:

to reflect the current staffing level.

3.10 Salaries-Employee

Benefits:

to reflect predicted costs for staff benefits based on current staff levels and being provided full benefits including, but not limited to, LAPP, Blue Cross.

3.11 Staff Development:

funds PRLS staff to attend workshops, seminars, technology/training courses, mental wellness events, first aid, conferences and other continuing education activities – held at \$20,000.

3.12 Supplies/Stationery/

Building:

based on a 3-year review - includes, but not limited to, book-related supplies such as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, regional systems swag, also building and stationery supplies - reduced slightly. Based on a five year review.

- 3.13 Telephone:* increased slightly based on actual - includes line charges, toll free number, mobile telephones, and long-distance costs.
- 3.14 Travel:* includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.505 per km to staff when they are unable to use the PRLS staff vehicles) – based on actual and estimates, held at \$8,000.
- 3.15 Trustee Expense:* reduced due to virtual meetings - accounts for a 10-member Executive Committee and a 10-member Advocacy Committee meeting 7 times a year, includes \$100 half day/\$200 full day honorarium and mileage for mixed committee meetings where members can meet digitally and/or in person (includes meetings the board members attend on PRLS' behalf).
- 3.16 Utilities:* based on actual since moving into the new building in October 2020 and then estimated for a full year – reduced slightly.

**PARKLAND REGIONAL LIBRARY SYSTEM
Proposed 2023 Budget**

	Present Budget 2022	Proposed Budget 2023
TOTAL Income	3,536,451	3,597,800
TOTAL Support Materials & Services Direct to Libraries	1,345,787	1,329,492
TOTAL Cost of Services	2,190,664	2,268,308
TOTAL Expenses (library materials & cost of service)	3,536,451	3,597,800
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.75

Budget Supplement

Explanation points to the 2023 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing one new vehicle in 2023 (estimated at \$40,500). The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve.

As described elsewhere in the budget document, Parkland will continue to fund the Cooperative Collection project in 2023 using funds from the Unrestricted Reserve (\$35,000).

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2023

In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy.

Capital assets will be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2023
Amortization Reserve	
Anticipated funds required to cover yearly portion of amortization expense from reserve w/o building <i>(actual amount will be affected by asset disposals during the year)</i>	\$72,720 A
Vehicle Reserve	
Anticipated funds required to purchase new vehicles <i>(actual amount will be based on exact purchase price in the year)</i>	\$40,500 B
Technology Reserve	
Anticipated funds required for Technology purchases <i>(may include Member libraries computers, wireless equipment, SuperNet CED units, PRL assets)</i> <i>(Estimated capital PRL assets - 2023, \$40,600 -B)</i>	\$219,600
Unrestricted Reserve	
Funds to purchase library materials for Cooperative Collection project	\$35,000 D
	<hr/>
	\$367,820
<hr/>	
2 INCOME FROM THE SALE OF CAPITAL ASSETS	
<hr/>	
Anticipated vehicle selling price <i>(actual amounts will be based on exact selling price in the year)</i>	\$5,000 C
	<hr/>
	\$5,000
<hr/>	
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES	
<hr/>	
Amortization Reserve	
Residual Amortization anticipated - PRLS assets	\$46,620 B
Current Year Amortization estimated - PRLS Assets	\$34,480 B
<i>(actual amounts will be based on exact purchase amounts in the year)</i>	
Vehicle Reserve	

Proceeds from the sale of vehicles	\$5,000	C
<i>(actual amounts will be based on exact selling price in the year)</i>		

Technology Reserve

Budgeted for member library computers	\$68,617	
---------------------------------------	----------	--

\$154,717

4 CAPITAL ASSET EXPENSE ALLOCATION

Amortization expense anticipated w/o building	\$72,720	A
<i>(actual amount will be affected by asset disposals during the year)</i>		

Amortization expense anticipated for building	\$78,939	
<i>(actual amount will be affected by asset disposals during the year)</i>		

\$151,659



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING SEPTEMBER 22, 2022

NATURAL INFRASTRUCTURE FUND – GULL LAKE EASTERN ENHANCEMENT PROJECT

The County Manager was directed to submit grant applications to the Natural Infrastructure Fund and Watershed Resiliency and Restoration Program for the restoration and enhancement of reserve lands adjacent to Gull Lake.

This project would provide for the development of a designated walking and cycling trail along the eastern shore of Gull Lake. It would include the restoration of wetland habitat, utilizing “kissing gates” to inhibit motor vehicle access, as well as the use of natural barriers to protect the sensitive wetland habitats located on these reserve lands. Interpretive signage would also be installed to educate the public about the unique plant and wildlife species in the area, and the environmental benefits of these lands.

POLICY RC(6) LIBRARY FUNDING

A review of Policy RC(6) has provided amendments for an updated funding model that provides predictable and stable funding for all libraries currently funded directly. Funding has been increased to bring all libraries up to a consistent level. Policy RC(6) was approved as amended.

POLICY RC(1) RECREATIONAL CAPITAL FUNDING

As per Policy RC(1) Lacombe County will contribute \$1,948 to the Town of Blackfalds’ Spray Park pump repair project at the Abbey Centre. This contribution to be funded from the Recreation Capital Assistance Reserve.

ASB MEETING SEPTEMBER 8, 2022 - RECOMMENDATIONS

The following recommendations from the September 8, 2022 Lacombe County Agriculture Service Board were approved:

- That the Agricultural Operations Practices Act Update be received for information.
- That the County Manager be directed to prepare a report for the January 10, 2023 ASB meeting to advise on the uptake and feedback from the soil erosion educational campaign and the September 22, 2022 Shelterbelt Webinar.
- That the Central Alberta Weather Modification Activities be received for information.
- That the Alternative Land Use Services Update be received for information.
- That Lacombe County Council send a letter to all School Boards within Lacombe County regarding the programming offered by Inside Education; and further, that a copy of that letter be sent to all schools within Lacombe County.
- That Mr. Wilson be appointed to sit as the representative on the ASB Regional Resolution Committee; and further, that Mr. Ireland be appointed as the alternate.

RMA RESOLUTION - IMPROVED CROP INSURANCE FOR MARKET GARDENS ADVOCACY

As per Council approval Lacombe County will second the emergent resolution by Red Deer County regarding advocacy for improved crop insurance for market gardens.

RURAL RED DEER RESTORATIVE JUSTICE GRANT PROPOSAL

Lacombe County will provide a letter of support to the Rural Red Deer Restorative Justice for their grant application for the Alberta Crime Prevention Grant.

Grant funding would enable Rural Red Deer Restorative Justice to develop a Restorative Justice Hub and Spoke Model of service delivery for Central Alberta. This initiative would engage rural communities in Central Alberta to discuss, plan, develop and implement a hub and spoke model for restorative justice services.



WHERE PEOPLE ARE THE KEY

STARS AIR AMBULANCE PRESENTATION

Glenda Farnden, Municipal Relations Liaison, STARS Air Ambulance provided a presentation to Council regarding STARS operations, the missions undertaken by STARS in Lacombe County and neighboring Counties and funding initiatives. The County was requested to join the Municipal Partners Initiative, at a cost of \$2 per capita annual commitment. The County Manager was directed to prepare a report on this matter to be presented at a future Council meeting.

Next Regular Council Meeting is
Thursday, October 13, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is
October 4, 2022 – 9:00 a.m.

Lacombe County Administration Building

****For more details from Lacombe County Council meetings, please refer to the meeting minutes. All meeting minutes are posted on the website (www.lacombecounty.com) after approval.**



Greg Rathjen

REPORT FOR September 2022

- **September 13 Regular Council Meeting** you can check out the minutes on the Town Web Site Eco Tree Generations & Bentley Farmers Market – request for support community project and lease of land

- **September 20 to 23 ALBERTA MUNICIPAL CONVENTION IN CALGARY**
 - This was an excellent convention with about 1100 municipal leaders attending.

 - There were many speakers and some of the highlights were:
 - Opposition leader Rachel Notley and Premier Jason Kenney on Friday morning Notley told members she wouldn't waste any time or effort creating a provincial police service when no municipalities were calling for the RCMP to be replaced. Kenney focused his self-deprecating and occasionally humorous remarks on the economic successes Alberta has enjoyed over the past year or so.

 - More than 120 exhibiting vendors took part in our Trade Show. In the trade show we were able to look at various companies the bring services and products municipalities require

 - The 16 education sessions that were delivered on Day One of Convention offered something for *nearly* everyone.

 - Between Keynote speakers and ending with a very humorous Brent Butt from Corner Gas TV Program we listened, a lot.

 - 20+ Resolutions that were mostly passed were ranging from; victim services Redesign, Cannabis plant limits for [medical certificates] for residential properties, housing priorities, Operational transit funding for small communities, policing fines and penalties sharing with municipalities, disparity in Electricity Distribution and Traffic safety exemption for angle parking in Cul-de-sacs.

 - here were two Bear Pit sessions where several our MLA Ministers answered many question that related to Policing, Health Care, Ambulance services, highways and infrastructure, funding, and mental health.

 - Three sessions I found most informative were.
 1. The Weaponization of social media in our community
 2. Tips and Tools for effective Council Meeting Participation
 3. One of the Key Speakers shared years of experience in Branding of Companies, Events, Organizations and Communities. HE really revealed the value of Branding. These sessions were very valuable as we face and walk through each of these challenges.

- I was able to share where Bentley is, what we have to offer and to invite many to take a quick trip off highway 2 and visit us.
- The connection with hundreds of leaders walking the same municipal roads in various degrees is really time and support well invested.
- **Sept 23 Regular Council Meeting we dealt with**
 - * Our Public Works report for the quarter Water, Sewage, Garbage, Parks, equipment, and with all the reports from testing water qualities and the condition of the sewage lagoon conditions. Both positive reports
 - *The Oxford Building Condition Assessment and deciding to move forward to take down the structure and to plan what we as a community want to see replace this town park area.



Lenore Eastman

REPORT FOR September 2022

- Sept. 13 - Regular Council Meeting
- Sept. 21 to 23 - AMA Conference - Calgary
 - met new people from different towns and cities.
 - received a lot of new information.
- Sept. 25 - volunteered at Tim Horton's for Smile Cookie drive.
 - the sale of the cookies was for recruiting Drs. to the area.
 - donations went over our goal!
- Sept. 26 - Lacombe Foundation meeting
 - the foundation has new Affordable Housing Assessment form.
 - ASCHA meeting on the 29th of Sept.
- Sept. 28 - Good Neighbour Day
 - good turnout for community groups.
 - a few people came to talk to various groups and have cake and coffee.
- Sept. 29 - went to ASCHA (Alberta Seniors & Community Housing Association) meeting in Sylvan Lake.
 - listened to speakers on issues with affordable & senior's housing.



Dale Grimsdale

REPORT FOR September 2022

- Sept-13, Town Council (Eco Tree motion)
- Sept 21-23 Municipality Conference in Calgary
 - attended the workshop Navigating innovative wastewater infrastructure upgrades. With guest speakers Jennifer Massing from Magna Engineering and Linda Nelson CAO of Town of Sundre. Learned about different treatment and facility types. Dos and don'ts when considering an upgrade. Case studies of towns that learned valuable lessons on their treatments and infrastructure upgrades. I learned about the treatment pilot plant going into Sundre and connected with Linda do get that data shared once it's operational. Also, different avenues of funding we could pursue once we determine we need that "next" stage in treatment.
 - Attended Tips and Tools for Effective Council meeting participation. Speaker Todd Brand (PRP) Learned how to run effective council meeting and rules that work well, how to be an effective council chair. How to be an effective council member. Parliamentary procedures, Equality Decorum and safety tips, Roberts Rules of order.
 - Also included were proper secondary motions, point of order, purpose and what powers do both chair and council have.
 - I also took part in voting for 26 resolutions with the other municipalities. That help shape the direction of where the province wants to go and what it wants to advocate for.
 - Attended the panel discussion for diversity, equity and inclusion in municipalities, Minister Dialogue sessions, FMC update, Annual General meeting, Leader of the opposition, Premier address and the second session for the minister dialogue,
 - Attended numerous sponsored networking events. I made great contacts and learned a great deal on how other municipalities function and run their areas. I also took in the trade show and got many ideas and contacts on business that could help us in the future.
- Sept 27- Council meeting (Oxford School)
- September 29th - Attended Anchored Parenting by Kari Lotzien. This was put on by the School Parent advisory committee and was an educational experience on how to be an "anchor "to your family and tips and tricks to help with the stressful lifestyle.



Pam Hansen

REPORT FOR September 2022

- sept 13 Regular council meeting as per meeting minutes
- sept 14 Bentley Library meeting: the library had a great summer, numbers are starting to recover post covid library membership is almost back to pre Covid numbers, it's important to remind our citizens of all the resources our library has. The number of children attending the library programs is high and families are enjoying the crafts left out in the bin for people to pick up.
- Sept 21-23 AMA convention
 - The convention was wonderful and a great learning experience and a fabulous opportunity to hear what other communities are doing across the province

Day one:

- first session was about what takes a small community to thrive, a well functioning council supported by administration is important. Well maintained infrastructure with access to a good education system, recreation services & health services are the primary things that attract citizens, engaging citizens that have a sense of pride is a must
- Second session I attended was about sustainable energy and grants available to communities, honestly at first I'd wondered why I chose to attend that session but was surprised what I learned about electric vehicles and how our communities can't forget that if we are trying to attract people to come visit our communities that we need to possibly consider charging stations for public use in our communities
- Opening ceremonies were held after lunch followed by a reception hosted by the City of Calgary where we were able to hear from the Calgary Stampede queen and had opportunity to connect with Minister of Municipal Affairs

Day two:

- Alberta municipalities presented "via video" awards to municipalities for projects as well as to councillors for long service and special recognition
- The following link will direct you to the resolution library which will show results and information on the resolution we spend the afternoon on
- <https://www.abmunis.ca/advocacy-resources/resolutions/resolutions-library>
- Following the resolution session there was a panel discussion on Diversity, equity, and inclusion in our communities, it was very interesting to hear the perspectives of the panel members
- Municipal affairs made remarks followed by dialog with a panel of ministers, transportation issues seemed to be the main issues brought up by communities that spoke at the mic
- The day finished off with remarks from UCP leadership candidates

Day 3

- Rachel Notley addressed the room followed by Premier Kenney
 - Followed by another panel discussion with ministers, unfortunately our MLA was not in attendance, but we were able to talk with other ministers regarding funding for infrastructure in our communities as well as libraries
 - The AGM and elections were also held on this day
-
- sept 27 I attended regular council meeting as per attached minutes

 - sept 28 I attended the “good neighbor “event, although attendance was lower than I expected it was extremely well organized and all the people that attended were engaged and interested in the organizations in attendance



Brenda Valiquette

REPORT FOR September 2022

- Sept. 27th Council meeting, discussions about Oxford Hall, when the dust settled, we decided to demolish the hall, and plan to discuss the possibilities of projects to replace this building with something to honour the place where so many memories were made.
- sept. 14 to the 16, we were in Calgary for the AMA conference, what a wonderful learning experience this was for me, as I've never been to one before. I met a lot of councillors from all over Alberta along with some of there Mayors, I also got into a session:
 - laughter matters
 - future of transportation
 - Compassion leadership and. Development
- Also, premier Kenny was a speaker, turns out he is very funny
- Also, the trade show. Was very interesting.
- Sept 13th was a regular council meeting with talks about moving forward with negotiations with ECO Tree and the Farmers Market being voted in for their ideas on how to promote the town of Bentley