



**AGENDA**  
**Bentley Town Council Regular Meeting**  
**Tuesday August 24, 2021**  
**6:45 pm**

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- 1. Call to Order – Regular Meeting of Council**
- 2. Amendments & Acceptance of Agenda**
- 3. Adoption of Previous Minutes:**
  - a) Regular Meeting July 13, 2021**
- 4. Financial:**
  - a) Prepaid Cheque Listing – Cheques No. 20210505 to 20210622**
- 5. New Business:**
  - a) DEM Compensation**
  - b) Drive Happiness – Ride Program**
- 6. Correspondence**
  - c) Lacombe County July 8, 2021, Council Highlight**
- 7. Council Reports**
  - a) Mayor Rathjen**
  - b) Deputy Mayor Dickau**
  - c) Councillor Knutson**
  - d) Councillor Talsma**
  - e) Councillor Maki**
- 8. Other Business / Council Question Period**
  - a) IDP & ICF Committee Update (CAO)**
- 9. Adjournment**



**Minutes of the Regular Meeting of the Council of the Town of Bentley  
July 13, 2021**

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**Date & Place:** Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, July 13, 2021, at 6:45 pm, in the Bentley Municipal Office.

**In Attendance:** Mayor Greg Rathjen  
Deputy Mayor Joan Dickau  
Councillor Cora Knutson  
Councillor Neil Maki  
Councillor Doug Talsma  
CAO, Marc Fortais

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

**Agenda:** **Motion 122/2021** Moved by Councillor Talsma, "THAT the Agenda of the July 13, 2021, Regular Meeting of Council be amended to include an additional item to discuss homelessness in the Town of Bentley.

**Carried**

**Motion 123/2021** Moved by Mayor Rathjen "THAT the amended Agenda of the July 13, 2021, Regular Meeting be accepted."

**Carried**

**Previous Minutes:**

**Motion 124/2021** Moved by Councillor Talsma that the minutes of the June 22, 2021, Regular Meeting, be confirmed.

**Carried**

**Motion 125/2021** Moved by Councillor Maki that the minutes of the Municipal Planning Commission Meeting held on June 22, 2021, be accepted as information.

**Carried**

**Financial:                   Accounts Payable Cheque Listing Cheques No. 20210443 to 20210504**

**Motion 126/2021**   Moved by Councillor Knutson that the Accounts Payable Cheque Listing – Cheques #20210443 to #20210504, be received for information.

**Carried**

**New Business           a) Grant Application to Canada Community Revitalization Fund**

**Motion 127/2021**   Moved by Councillor Talsma, “THAT Mayor and Council authorize CAO Marc Fortais to submit a grant application to the Canada Community Revitalization Fund for a grant of \$720,000 (50% of the funding for the replacement of the Arena Slab); AND

THAT Mayor and Council authorize, and commit, that the remaining cost of 50% \* \$720,000 = (\$360,000) will be funded by the Town of Bentley through a combination of Gas Tax, MSI and Municipal Reserves. The combination of funding will be formally determined through the 2022 budget process. The remaining 50% X \$720,000 = (\$360,000) will be funded by a contribution from Lacombe County as per the letter of support provided by the County; AND

THAT the funding committed to be provided by the Town of Bentley is conditional upon successful application and approval of the Canada Community Revitalization Fund.

**Carried**

**b) Hydrant Replacement and Funding Request**

**Motion 128/2021**   Moved by Councillor Maki, “THAT Mayor and Council authorize an unbudgeted expenditure to replace hydrants #17 and #25; AND

THAT the expenditure be funded from the Water Supply/Distribution Reserve at a total cost not to exceed \$25,000 including GST

**Carried**

**Correspondence**

**a) Lacombe County June 24, 2021, Council Highlights**

**Motion 129/2021**   Moved by Councillor Knutson, “THAT correspondence item a be received as information.”

**Carried**

## Council Reports

- a) Mayor Rathjen
- b) Deputy Mayor Dickau
- c) Councillor Knutson
- d) Councillor Maki

**Motion 130/2021** Moved by Councillor Knutson, "THAT the June Council Reports be received as information."

**Carried**

## Other Business

### a) New Beginnings Update and Discussion

CAO Marc Fortais provided a verbal update regarding the New Beginnings Subdivision regarding next steps:

- Looking at changing lots into single family dwelling, including consolidation and survey. Need to understand full costs
- Undertaking analysis of any additional costs associated to capping unused services and any long-term implications
- Pro-forma of potential revenue and expenses to be developed and shared with Mayor and Council to provide full picture regarding any proposed changes to the subdivision

### b) Homelessness and People in Need

Mayor Rathjen brought up the issue of homelessness in the community and that through donations etc the community is supporting those in need. It was also mentioned that an individual, who is homeless is staying in the campground and is a paying customer. Community members have also provided space on private property for this individual to store their personal items in a safe and secure manner

### c) August Event

CAO Marc Fortais mentioned that an event was being planned in collaboration with the local car club, Lacombe Tourism, Canada Day Committee, and the Town. More details to follow in the neighborhood notes, Facebook, and town website

### d) Flag Poles

Councillor Knutson asked Mayor Rathjen for an update regarding the manufacturing of the flagpoles. It was suggested that we outsource them to the Flag Shop in Edmonton based on the quote that was obtained last

year. CAO Marc Fortais would follow up with Mayor Rathjen and the Flag Shop to get them ordered

**No motion was a discussion only**

**Adjournment**

**Motion 131/2021** Moved by Mayor Rathjen, "THAT the meeting be adjourned at 7:56 p.m."

**Carried**

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Mayor Greg Rathjen

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CAO Marc Fortais



# TOWN OF BENTLEY

## Cheque Listing For Council

2021-Aug-18  
2:44:15PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210505	2021-07-15	DICKAU, JOAN L				
20210506	2021-07-15	RATHJEN, ARTHUR M				
20210507	2021-07-15	KNUTSON, CORA				
20210508	2021-07-15	TALSMA, DOUGLAS C				
20210509	2021-07-15	MAKI, NEIL				
20210510	2021-07-15	CARSON, BARBARA J				
20210511	2021-07-15	JENSEN, DARREN J				
20210512	2021-07-15	MEREDITH, SANDRA L				
20210513	2021-07-15	GIBSON, COLE C				
20210514	2021-07-15	VINOKUROV, DONNA T				
20210515	2021-07-15	DENNEHY, NATHAN				
20210516	2021-07-15	GREAVES, LORYANNE				
20210517	2021-07-15	FORTAIS, MARC C				
20210518	2021-07-15	KIKSTRA, ROBERT B				
20210519	2021-07-15	HOFSTRA, CALEY				
20210520	2021-07-15	BUTCHER, LYDIA-JO R				
20210521	2021-07-15	BERGSTROM, EMMA				
20210522	2021-07-15	GERRITS, CADE M				
20210523	2021-07-15	HAARSTAD, CORALEE C				
20210524	2021-07-20	SERVUS CREDIT UNION	06302021	PAYMENT SERVUS MASTERCARD BILL FOI	295.40	295.40
20210525	2021-07-30	CARSON, BARBARA J				
20210526	2021-07-30	JENSEN, DARREN J				
20210527	2021-07-30	MEREDITH, SANDRA L				
20210528	2021-07-30	GIBSON, COLE C				
20210529	2021-07-30	VINOKUROV, DONNA T				
20210530	2021-07-30	DENNEHY, NATHAN				
20210531	2021-07-30	GREAVES, LORYANNE				
20210532	2021-07-30	FORTAIS, MARC C				
20210533	2021-07-30	KIKSTRA, ROBERT B				
20210534	2021-07-30	HOFSTRA, CALEY				
20210535	2021-07-30	BUTCHER, LYDIA-JO R				
20210536	2021-07-30	BERGSTROM, EMMA				
20210537	2021-07-30	GERRITS, CADE M				
20210538	2021-07-30	HAARSTAD, CORALEE C				
20210539	2021-07-30	327241 ALBERTA LTD.	906	PAYMENT JUNE ANIMAL CONTRAL SERVIC	892.50	892.50
20210540	2021-07-30	BLUE GRASS NURSERY & GARDEN CENTE	G126902 P282657	PAYMENT HYDRANT REPLACEMENT SITE ( PURCHASED 4 JUNIPERS	75.57 125.96	201.53
20210541	2021-07-30	CAMPUS ENERGY PARTNERS LP		PAYMENT		10,723.95



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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210541	2021-07-30	CAMPUS ENERGY PARTNERS LP	1000894-202106 1000895-202106	ELECTRICITY BILL FOR JUNE 2021 STREET LIGHTS ELECTRICITY BILL	5,244.45 5,479.50	10,723.95
20210542	2021-07-30	EPCOR	22072021	PAYMENT JUNE ENERGY BILL FOR NE-22-C	96.96	96.96
20210543	2021-07-30	FORTAIS, MARC	16072021	PAYMENT PD FOR GREG'S 2021 SUMMER I	105.00	105.00
20210544	2021-07-30	G.L.D.C. GAS CO-OP LTD.	01082021	PAYMENT BENTLEY FIRE HALL GAS BILL F	46.16	46.16
20210545	2021-07-30	HOLDEN, KARI	30-072021	PAYMENT OFFICE JANITORIAL FOR JULY 2	165.00	165.00
20210546	2021-07-30	LAWRENCE, JIM	30072021	PAYMENT CAMPGROUND ATTENDANT FEE	1,830.66	1,830.66
20210547	2021-07-30	ANGEL HAND	16072021	PAYMENT REIMBURSE ANGEL FOR CARDS	14.34	14.34
20210548	2021-08-03	940918 ALBERTA LIMITED	101523	PAYMENT CONCRETE DISPOSAL (WATER)	83.79	83.79
20210549	2021-08-03	ACCESS GAS SERVICES	202106-AB1163	PAYMENT NATURAL GAS BILL FOR JUNE 20	493.65	493.65
20210550	2021-08-03	ADT SECURITY SERVICES CANADA INC.	23005234	PAYMENT PUMP HOUSE SECURITY FOR AI	42.00	42.00
20210551	2021-08-03	BENTLEY ESSO	30062021	PAYMENT JUNE'S VEHICLE/EQUIPMENT G/	2,058.13	2,058.13
20210552	2021-08-03	BIG HILL SERVICES	28244	PAYMENT ARENA - 4 SHEETS OF PUCKBO/	563.47	563.47
20210553	2021-08-03	EARTH SMART PROPERTY SOLUTIONS-RED DE	13994	PAYMENT ROUNDUP TOWN SHOP & NEW I	2,100.00	2,100.00
20210554	2021-08-03	GRAYSON EXCAVATING LTD.	2824	PAYMENT SUPPLY & INSTALL TWO FIRE HY	24,806.25	24,806.25
20210555	2021-08-03	GREGG DISTRIBUTORS LP	059-378978 059-381368 059-382019 059-383224	PAYMENT NEW BEGINNINGS - 2 X 100 SILT PARKS & REC DONNA'S SAFETY P.W. COFFEE, BATH TISSUE & G/ PARKS & REC - NO PARKING SIG	132.01 58.78 187.13 30.20	408.12
20210556	2021-08-03	INNOV8, DIGITAL SOLUTIONS INC.	IN290340 IN290788	PAYMENT FCSS PHOTOCOPIER OFFICE PHOTOCOPIER (INC. FC	14.07 822.64	836.71
20210557	2021-08-03	KAIZEN LAB INC.	INV0061356	PAYMENT WATER SAMPLING FOR JUNE 20	939.75	939.75
20210558	2021-08-03	KEY AGVENTURES INC.	WR11628 WR11740	PAYMENT PARKS & REC REPAIR MOWER PARKS & REC MOWER LABOUR	454.23 1,797.38	2,251.61
20210559	2021-08-03	MUNICIPAL INFORMATION SYSTEMS INC.	20211025	PAYMENT UTILITY LICENCE INCREASE	105.00	105.00
20210560	2021-08-03	NUTIRIEN AG SOLUTIONS (CANADA) INC.	900599062	PAYMENT PARKS & REC STARTUP & 3-WAY	173.00	173.00
20210561	2021-08-03	OUTLAW ELECTRIC LTD.	8864 8866 8870	PAYMENT TROUBLESHOOT & INSTALLED E TEST & INSPECT ARENA AFTER ARENA - TEST POWER & CHECK	236.25 236.25 141.75	614.25
20210562	2021-08-03	PARKLAND COMMUNITY PLANNING SERVICES	21449	PAYMENT PROFESSIONAL SERVICES REN	525.00	525.00
20210563	2021-08-03	PENTAGON FARM CENTER		PAYMENT		149.53



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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
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20210563	2021-08-03	PENTAGON FARM CENTER	IL09994	PARKS & REC PARTS FOR TRIM	149.53	149.53
20210564	2021-08-03	PUROLATOR INC.	1638418.	PAYMENT COURIER FOR KAIZEN LAB WAT	122.26	122.26
20210565	2021-08-03	RECEIVER GENERAL	31072021 31July2021	PAYMENT REGULAR EMPLOYMENT INSUR. REDUCED EMPLOYMENT INSUR	4,011.51 14,595.66	18,607.17
20210566	2021-08-03	SHAW CABLE	13072021 21jul2021	PAYMENT OFFICE INTERNET CHANGED TC FCSS INTERNET AT DOCTORS C	262.50 163.80	426.30
20210567	2021-08-03	TELUS MOBILITY INC.	09072021	PAYMENT TELUS MOBILITY P.W. CELL PHO	128.92	128.92
20210568	2021-08-03	ALECIA AICHELE	27072021	PAYMENT LIVE BAND FOR THE BENTLEY F	2,000.00	2,000.00
20210569	2021-08-03	ALL ABOUT BOUNCING	19072021	PAYMENT BOUNCY CASTLE FOR AUGUST	777.00	777.00
20210570	2021-08-03	ANGEL HAND	71221	PAYMENT MARKETING & PUBLICATION SEI	434.80	434.80
20210571	2021-08-03	BANANAGUM	0000004	PAYMENT FACE PAINTING FOR THE BENTL	567.00	567.00
20210572	2021-08-04	PETTY CASH	04082021	PAYMENT PETTY CASH REIMBURSEMENT	69.05	69.05
20210573	2021-08-06	BLACK PRESS GROUP LTD.	34118927	PAYMENT RIMBEY REVIEW BENTLEY GRAI	195.56	195.56
20210574	2021-08-06	BUNZL CLEANING & HYGIENE	127236	PAYMENT CAMPGROUND TOILET PAPER	143.33	143.33
20210575	2021-08-06	GO SERVICES INC.	15150885	PAYMENT PORTABLE TOILETS AT THE DRC	708.75	708.75
20210576	2021-08-06	GOVERNMENT OF ALBERTA - LAND TITLES	31072021	PAYMENT LAND TITLES FEE	10.00	10.00
20210577	2021-08-06	PITNEYWORKS	03082021	PAYMENT OFFICE POSTAGE	540.00	540.00
20210578	2021-08-06	RATHJEN, GREG	31072021	PAYMENT MILEAGE REIMBURSEMENT FOF	102.66	102.66
20210579	2021-08-06	RIMBEY EXPRESS	1534	PAYMENT WATER SAMPLES & RETURN FO	96.00	96.00
20210580	2021-08-06	STANTEC CONSULTING LTD.	1620237 1620242	PAYMENT CONCRETE REPLACEMENT 50TH STREET SOUTH REHABILIT	869.67 29,924.99	30,794.66
20210581	2021-08-06	WASTE CONNECTIONS OF CANADA INC.	7425-00002341	PAYMENT COMMERCIAL WASTE PICK UP F	810.08	810.08
20210582	2021-08-06	WASTE MANAGEMENT	1123639-0613-5	PAYMENT RECYCLING FOR JULY 2021	4,865.93	4,865.93
20210583	2021-08-06	WILD ROSE ASSESSMENT SERVICES	8326	PAYMENT PROGRESS PAYMENT FOR AUGI	1,330.88	1,330.88
20210584	2021-08-06	UNIFIED ENERGY 8760 LTD.	26470-072021	PAYMENT SHARE OF ENERGY SAVING AUI	1,079.40	1,079.40
20210585	2021-08-06	WORTLEY, FRED	07082021	PAYMENT FLASHBACK FREDDY ENTERTAI	450.00	450.00
20210586	2021-08-07	DUSTIN MACMILLAN	07AUG2021	PAYMENT BALLOON ARTIST FOR CAR SHC	650.00	650.00





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2021-Aug-18

2:44:15PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20210587	2021-08-15	DICKAU, JOAN L				
20210588	2021-08-15	RATHJEN, ARTHUR M				
20210589	2021-08-15	KNUTSON, CORA				
20210590	2021-08-15	TALSMA, DOUGLAS C				
20210591	2021-08-15	MAKI, NEIL				
20210592	2021-08-15	CARSON, BARBARA J				
20210593	2021-08-15	JENSEN, DARREN J				
20210594	2021-08-15	MEREDITH, SANDRA L				
20210595	2021-08-15	GIBSON, COLE C				
20210596	2021-08-15	VINOKUROV, DONNA T				
20210597	2021-08-15	DENNEHY, NATHAN				
20210598	2021-08-15	GREAVES, LORYANNE				
20210599	2021-08-15	FORTAIS, MARC C				
20210600	2021-08-15	KIKSTRA, ROBERT B				
20210601	2021-08-15	HOFSTRA, CALEY				
20210602	2021-08-15	BUTCHER, LYDIA-JO R				
20210603	2021-08-15	BERGSTROM, EMMA				
20210604	2021-08-15	GERRITS, CADE M				
20210605	2021-08-15	HAARSTAD, CORALEE C				
20210606	2021-08-18	327241 ALBERTA LTD.	918	PAYMENT JULY ANIMAL CONTROL SERVICI	892.50	892.50
20210607	2021-08-18	ACCESS GAS SERVICES	202107-AB1163	PAYMENT NATURAL GAS BILL FOR JULY 20	620.63	620.63
20210608	2021-08-18	ADT SECURITY SERVICES CANADA INC.	23447065 23482109 23634660	PAYMENT PUMPHOUSE MONTHLY SECURI PUBLIC WORKS ANNUAL FEE FC PARKS & REC ANNUAL ADT SEC'	42.00 504.00 516.60	1,062.60
20210609	2021-08-18	CAMPUS ENERGY PARTNERS LP	1000894-202107 1000895-202107	PAYMENT ELECTRICITY BILL FOR JULY 202 ELECTRICTY STREET LIGHTING	5,892.99 5,670.69	11,563.68
20210610	2021-08-18	DICKAU, JOAN	31072021	PAYMENT MILEAGE REIMBURSEMENT FOF	47.20	47.20
20210611	2021-08-18	G.L.D.C. GAS CO-OP LTD.	090121	PAYMENT NATURAL GAS BILL FOR BENTLE	40.68	40.68
20210612	2021-08-18	GREAVES, LORYANNE	04082021	PAYMENT REIMBURSEMENT FROM CANAC	71.21	71.21
20210613	2021-08-18	HHID	15082021	PAYMENT DEM AUGUST 2021 REMUNERAT	420.00	420.00
20210614	2021-08-18	INNOV8, DIGITAL SOLUTIONS INC.	INV294911	PAYMENT FCSS PHOTOCOPIER	14.89	14.89
20210615	2021-08-18	KEY AGVENTURES INC.	IR63590	PAYMENT PARKS & REC EQUIPMENT PART	132.67	132.67
20210616	2021-08-18	MUNICIPAL INFORMATION SYSTEMS INC.	20211149	PAYMENT COMPUTER SUPPORT FOR SEP'	828.48	828.48
20210617	2021-08-18	MY TECH ONSITE	INV 1674	PAYMENT BACKUP SOLUTION HARDWARE	2,171.34	12,985.78



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## Cheque Listing For Council

2021-Aug-18

2:44:15PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20210617	2021-08-18	MY TECH ONSITE	INV 1770 INV 1831 INV 1832 INV 1833	SOPHOS ANTIVIRUS FOR SERVE SERVER IMPLEMENTATION PRO WORKSTATION UPGRADE PROJ IT SUPPORT	1,192.27 7,008.75 1,260.00 1,353.42	12,985.78
20210618	2021-08-18	SELECT AG FOODS	04AUG2021 05AUG2021 07AUG2021	PAYMENT OFFICE SUPPLIES BOTTLED WATER FOR BENTLEY ICE FOR BENTLEY CELEBRATIOI	16.15 295.49 35.88	347.52
20210619	2021-08-18	SERVUS CREDIT UNION	31072021	PAYMENT SERVUS MASTERCARD FOR JUL	638.74	638.74
20210620	2021-08-18	URBAN DIRTWORKS	3949	PAYMENT 50 ST. SOUTH OF HIGHWAY 12 R	293,794.01	293,794.01
20210621	2021-08-18	WOLF CREEK BUILDING SUPPLIES	324696	PAYMENT ARENA BUILDING MAINTENANCE	720.24	720.24
20210622	2021-08-18	SUNBELT RENTALS, INC.	73841336	PAYMENT PARKS & REC EAST ENTRANCE	230.67	230.67

**Total 509,927.10**

\*\*\* End of Report \*\*\*



**Agenda Date:** August 24, 2021

**Agenda Item:** **New Business:**  
**Director of Emergency Management Compensation**

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### **ADMINISTRATIVE RECOMMENDATION**

THAT Mayor and Council consider additional compensation for the Director of Emergency Management in the amount of \$6,910.86, due to the substantial response that occurred in relation to COVID-19; AND

THAT the additional compensation be funded firstly from any operating surpluses, in the event there are surpluses at year end; OR if there are no surpluses at year end be funded from general reserves; AND

THAT the monthly compensation for the DEM be revised to \$750 beginning in January 2022 inclusive of all costs and mileage in alignment with the amounts reimbursed by Eckville and with a requirement of 15 hours per month.

### **SUMMARY AND BACKGROUND**

On January 1, 2020, Julien Veuger accepted the responsibility of DEM (Director of Emergency Management) for the Town of Bentley. Through negotiations with the CAO at the time (Elizabeth Smart) it was concluded that 6-8 hours a month would be required to represent Bentley in the Lacombe Regional Emergency Management Partnership (LREMP). The position would also be responsible for the Emergency Plan and any Emergency Response on behalf of the Town of Bentley Administration and Mayor and Council. The position of DEM in most cases should be separated from Town Administration as the operations of the Town must continue throughout an Emergency, as well as a coordinated response.

On March 12, 2020, the Town of Bentley activated the Emergency Response Plan to support the COVID-19 Federal, Provincial and Municipal Response. Over 16 months, the position of DEM for the Town of Bentley was active and worked collaboratively with Town administration to connect with multiple levels of government, disseminate information to the community and coordinate a response locally to the COVID-19 pandemic. The interactions included liaising with the Federal and Provincial Governments, connecting into Alberta Emergency Management – Provincial Operations Centre, Coordinating activities with LREMP, AHS and numerous local organizations and Sports Groups. For many weeks this included daily monitoring of activity and information flow. Accumulated hours and time over this 16-month period were as follows:

March 12 – December 31, 2020,	247 hours
January 1 – July 31, 2021,	<u>93 hours</u>
Total Combined Hours	340 hours

Original Agreement (16months \* 8hrs) 128 hours  
**Excess Hours Over Agreement** **212 hours**

It should also be noted that administration researched DEM positions in other towns and municipalities and discovered the following information regarding these positions and compensation.

Alix	DEM Role and Responsibilities – Paid Staff
Blackfalds	DEM Role and Responsibilities – Paid Staff
City of Lacombe	DEM Role and Responsibilities – Paid Staff
Lacombe County	DEM Role and Responsibilities – Paid Staff
Eckville	DEM Role and Responsibilities – Outsourced \$750 month
Bentley	DEM Role and Responsibilities – Outsourced \$400 month
SV Gull Lake	DEM Role and Responsibilities – Paid Staff
SV around Sylvan	DEM Role and Responsibilities – Paid Staff (5 individuals one for ea. Summer Village)

The position of DEM is an important role for the municipality and aligns with the requirements as outlined through the Alberta Emergency Management Act Revised Statutes of Alberta 2000 Chapter E-6.8 Current as of September 1, 2020 (Attachment 1). The Town of Bentley

**RATIONALE FOR RECOMMENDATION**

- The Town of Bentley has a minimal staff compliment with 1 CAO, 1 Full Time Office Staff and 2 Part Time Staff as well as 4 Full Time Public Works Staff including the foreman. In the summer there is 1 additional full-time supervisor for parks and 3 full time summer students
- The role of DEM being independent from Town Staff is in alignment with best practices and Lessons Learned from previous disasters such as the 2016 Horse River Wildfire. In some municipalities the DEM role is paid staff based on capacity. There is no right or wrong, but our current system is working well.
- The Town must assign accountability for emergency management to a local agency and have an approved emergency management plan and program. As part of this, the Town must also designate someone as the Director of Emergency Management to work on behalf of that local agency and to coordinate all emergency services and resources during an escalated emergency event.
- Bylaw 147/2011 (Attachment #2) Municipal Emergency Management Bylaw requires the appointment of a DEM, Julian Veuger was appointed as DEM through the annual organizational meeting on October 27, 2020, for the 2021 year
- Town received the MOST grant to cover incremental costs associated with COVID-19

**BUDGET AND FINANCIAL CONSIDERATIONS**

Current DEM contract per annum \$400.00 per month X 16 months	\$ 6,400.00
DEM mileage reimbursed in 2020	\$ 3,017.10
DEM mileage reimbursed in 2021	<u>\$ 672.04</u>
Total Contract and Mileage	\$10,089.14

Total average monthly reimbursement \$10,089.14 / 16 months = \$630.57 (including mileage)  
Contract based on 8 hrs. per month @ \$50.00 per hour = \$400.00 per month + Mileage

- Total hours worked 340 \* 50 = \$17,000.00 for response & reg  
DEM Activity
- Less Original Agreement and Mileage = \$ 10,089.14 reimbursed

***Time not reimbursed*** = **\$ 6,910.86**

## ALTERNATIVES

1. Compensate DEM for time worked as per the recommendation and adjust future compensation to be more reflective of rates paid in other communities and actual work being undertaken to meet legislative requirements
2. Do nothing and do not compensate the DEM for actual time worked
3. Compensate the DEM for an amount other than the actual time worked
4. Adjust time and compensation in future years to make up for shortfall in current year

## ATTACHMENTS:

1. Alberta Emergency Management Act Revised Statutes of Alberta 2000 Chapter E-6.8 Current as of September 1, 2020
2. Bylaw 147/2011 Municipal Emergency Management Bylaw
3. April 27, 2021, COVID-19 Slide Presentation and Update

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Province of Alberta

# **EMERGENCY MANAGEMENT ACT**

Revised Statutes of Alberta 2000  
Chapter E-6.8

Current as of September 1, 2020

Office Consolidation

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### Note

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

### Regulations

The following is a list of the regulations made under the *Emergency Management Act* that are filed as Alberta Regulations under the Regulations Act

	<b>Alta. Reg.</b>	<i>Amendments</i>
<b>Emergency Management Act</b>		
Disaster Recovery .....	51/94 .....	196/2006
Government Emergency Management .....	248/2007 .....	112/2012, 18/2017, 216/2017, 202/2018
Local Authority Emergency Management .....	203/2018	

# **EMERGENCY MANAGEMENT ACT**

## Chapter E-6.8

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HER MAJESTY, by and with the advice and consent of the Legislative Assembly of Alberta, enacts as follows:

#### **Definitions**

**1(1)** In this Act,

- (a) "Agency" means the Alberta Emergency Management Agency referred to in section 3.1(1);
- (a.1) "Cabinet Committee" means the committee of the Executive Council appointed under section 4;
- (b) "declaration of a state of emergency" means an order of the Lieutenant Governor in Council under section 18;
- (c) "declaration of a state of local emergency" means a resolution or order of a local authority under section 21;
- (d) repealed 2007 c12 s3;
- (e) "disaster" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property or the environment;
- (f) "emergency" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment;
- (f.1) "evacuation order" means an evacuation order made under section 19(1)(g) or section 24(1)(b);
- (g) "local authority" means

- (i) where a municipality has a council within the meaning of the *Municipal Government Act*, that council,
  - (ii) in the case of an improvement district, the Minister responsible for the *Municipal Government Act*,
  - (iii) in the case of a special area, the Minister responsible for the *Special Areas Act*,
  - (iv) the settlement council of a settlement under the *Metis Settlements Act*,
  - (v) the park superintendent of a national park or the superintendent's delegate where an agreement is entered into with the Government of Canada under section 9(b) in which it is agreed that the park superintendent is a local authority for the purposes of this Act, or
  - (vi) the band council of an Indian band where an agreement is entered into with the Government of Canada under section 9(b) in which it is agreed that the band council is a local authority for the purposes of this Act;
- (g.1) "Managing Director" means the person designated under section 3.1(2), and includes any person acting in the capacity of the Managing Director;
- (h) "Minister" means the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for this Act;
- (i) "municipality" means the area comprising a municipality within the meaning of the *Municipal Government Act* or an improvement district or special area and includes
- (i) the settlement area of a settlement under the *Metis Settlements Act*,
  - (ii) the area comprising a national park where an agreement is entered into with the Government of Canada under section 9(b) in which it is agreed that the park superintendent is a local authority for the purposes of this Act, and

- (iii) the area comprising an Indian reserve where an agreement is entered into with the Government of Canada under section 9(b) in which it is agreed that the band council is a local authority for the purposes of this Act.
- (2) For greater certainty, a reference in this Act to an order
- (a) made under section 19(1) or (1.1) includes an order made by the Managing Director or any other person authorized to make that order under section 19(7), and
  - (b) made under section 24(1)(b) includes an order made by a person authorized by a local authority to make that order under section 24(1)(c).

RSA 2000 cD-13 s1;2002 c32 s5;2004 c30 s2;  
2007 c12 s3;2018 c14 s2;2020 c7 s2

#### **Crown bound**

- 2 This Act binds the Crown.

1992 c31 s3

#### **Proof of authorization**

- 3(1) If the Minister authorizes a person to carry out a power or duty of the Minister under this Act as the Minister responsible for this Act or as a local authority and the authorization
- (a) is made in writing,
  - (b) purports to be signed by the Minister responsible for the *Municipal Government Act* or the Minister responsible for the *Special Areas Act*, and
  - (c) states that the person named in it is authorized under this section to carry out the power or duty set out in the written authorization,

that written authorization or a copy of it shall be admitted in evidence as proof, in the absence of evidence to the contrary, of that person's authorization to carry out the power or duty without proof of the signature or official character of the Minister.

- (2) In a proceeding under this Act in which proof is required as to the existence and contents of a declaration or order made under this Act, a certified or notarized copy of the declaration or order is admissible in evidence as proof of the statements contained in the declaration or order, and proof of the signature of the Minister or members of the local authority is not required.

RSA 2000 cD-13 s3;2007 c12 s4;2010 c5 s2;2018 c14 s3

## Part 1 Administration

### Alberta Emergency Management Agency

**3.1(1)** There shall be a part of the public service of Alberta known as the “Alberta Emergency Management Agency”.

**(2)** The Minister shall designate a person employed in the Minister’s department as the Managing Director of the Agency.

**(3)** In accordance with the *Public Service Act*, there may be appointed such officers and employees that the Minister considers are required for the administration of the business and affairs of the Agency.

2007 c12 s5;2018 c14 s4

### Cabinet Committee

**4** The Lieutenant Governor in Council may appoint a committee consisting of those members of the Executive Council whom the Lieutenant Governor in Council designates to advise on matters relating to emergencies and disasters.

RSA 1980 cD-36 s3

### Advisory committees

**5(1)** The Minister may appoint committees as the Minister considers necessary or desirable to advise or assist the Minister, the Cabinet Committee or the Managing Director.

**(2)** The members of committees appointed under subsection (1) who are not officers or employees of the Crown, or officers or employees of an agency of the Crown, may be paid remuneration for their services and expenses at a rate or rates fixed by the Minister.

RSA 2000 cD-13 s5;2007 c12 s6

### Regulations

**6** The Lieutenant Governor in Council may make regulations

- (a) assigning responsibility to departments, boards, commissions or Crown agencies for the preparation or implementation of plans or arrangements or parts of plans or arrangements to deal with emergencies;
- (b) repealed 2018 c14 s5;
- (c) governing the assessment of damage or loss caused by a disaster and the payment of compensation for the damage or loss;
- (c.1) respecting the providing of funding for the reimbursement of costs incurred by local authorities and individuals in

connection with measures taken to reduce or mitigate potential flood hazards, including, without limitation, regulations

- (i) prescribing or describing the measures to be taken to reduce or mitigate potential flood hazards that are eligible for the reimbursement of costs, and
  - (ii) governing the procedures applicable to and the proof required for the reimbursement of costs;
- (c.2) respecting the filing and removal of caveats against titles to land in a flood fringe or floodway, as those terms are defined in the regulations, for which funding has been provided pursuant to a disaster recovery program administered under the regulations;
- (d) governing the sharing of costs incurred by the Government of Alberta or by a local authority in conducting emergency operations;
- (e) requiring persons
- (i) who are engaged or may be engaged in any operation,
  - (ii) who are utilizing or may be utilizing any process,
  - (iii) who are using any property in any manner, or
  - (iv) on whose real property there exists or may exist any condition,
- that may be or may create a hazard to persons or property, whether independently or as a result of some other event, to develop plans and programs in conjunction with local authorities to remedy or alleviate the hazard and to meet any emergency that might arise from the hazard;
- (f) governing the administration of the Disaster Relief Fund;
- (g) concerning any other matter or thing necessary for the administration of this Act and for which no specific provision is made in this Act.

RSA 2000 cD-13 s6;2002 c32 s5;2007 c12 s7;  
2010 c5 s3;2013 c21 s1;2018 c14 s5

### **Subrogation regulations**

**7(1)** The Lieutenant Governor in Council may make regulations establishing that Her Majesty in right of Alberta has a right of subrogation with respect to

- (a) payments of compensation made by Her Majesty in right of Alberta for damage or loss caused by a disaster, or
  - (b) payments made by Her Majesty in right of Alberta for the purpose of sharing costs incurred by a local authority in conducting emergency operations.
- (2) The regulations under this section may define and describe the right of subrogation and may deal with any matter respecting the enforcement of or procedures relating to the right of subrogation.
- (3) The regulations under this section may provide that the right of subrogation applies to payments made before November 15, 1993.

1993 c23 s3

**Local authority emergency management regulations**

**7.1** The Lieutenant Governor in Council may make regulations

- (a) respecting the powers, duties and functions of local authorities under this Act;
- (b) respecting the establishment of emergency advisory committees referred to in section 11.1, including the duties and functions of the committees;
- (c) respecting the establishment of emergency management agencies referred to in section 11.2, including the duties and functions of the agencies;
- (d) respecting the delegation of a local authority's powers or duties under this Act and the regulations;
- (e) respecting training requirements for persons designated by the regulations;
- (f) respecting the preparation, approval, maintenance and co-ordination of local authority emergency plans and programs;
- (g) respecting the conduct of exercises relating to emergency plans.

2018 c14 s6

**8** Repealed 2011 c13 s3.

**Powers of Minister**

**9** The Minister may

- (a) review and approve or require the modification of provincial and municipal emergency plans and programs;

- (b) enter into agreements with the Government of Canada or of any other province or territory or any agency of such a government, dealing with emergency plans and programs;
- (c) make surveys and studies of resources and facilities to maintain and provide information necessary for the effective preparation of emergency plans and programs;
- (d) make surveys and studies to identify and record actual and potential hazards that may cause emergencies;
- (e) make payments and grants, subject to any terms or conditions that the Minister may prescribe, to local authorities for the purposes of assisting in emergency preparedness and the provision of public safety programs;
- (f) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs;
- (g) conduct public information programs relating to emergency preparedness for and the mitigation of disasters.

RSA 1980 cD-36 s6;1985 c22 s7;1992 c31 s5;1995 c34 s13

#### **Ministerial orders**

**10(1)** The Minister may, by order,

- (a) divide Alberta into various subdivisions for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs;
- (b) require local authorities of those municipalities located within a subdivision referred to in clause (a) to prepare integrated plans, procedures and mutual assistance programs to deal with emergencies and to submit them to the Managing Director for review;
- (c) establish procedures required for the prompt and efficient implementation of plans and programs to meet emergencies;
- (d) require a person to whom the order is directed and
  - (i) who is engaged or may be engaged in any operation,
  - (ii) who is utilizing or may be utilizing any process,
  - (iii) who is using any property in any manner, or

- (iv) on whose real property there exists or may exist any condition,

that may be or may create a hazard to persons or property, whether independently or as a result of some other event, to develop plans and programs in conjunction with one or more local authorities to remedy or alleviate the hazard and to meet any emergency that might arise from the hazard.

- (2) The *Regulations Act* does not apply to an order made under subsection (1).

RSA 2000 cD-13 s10;2002 c32 s5;2007 c12 s8

### **Municipal emergency organization**

#### **11** A local authority

- (a) shall, at all times, be responsible for the direction and control of the local authority's emergency response unless the Government assumes direction and control under section 19(5.1) or 22(3.1);
- (b) shall approve emergency plans and programs, subject to the regulations;
- (c) may enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs.

RSA 2000 cD-13 s11;2007 c12 s9;2010 c5 s4;2018 c14 s7;  
2020 c2 s2

### **Emergency advisory committee**

**11.1(1)** A local authority shall appoint, subject to the regulations, an emergency advisory committee consisting of a member or members of the local authority or, in the case of an improvement district, a special area or a national park, a person or persons the local authority designates, to advise on the development of emergency plans and programs, and to exercise any powers delegated to the committee under section 11.3(1)(a).

- (2) The local authority shall provide for the payment of expenses of the members of the committee.

2010 c5 s4;2018 c14 s8

### **Emergency management agency**

**11.2(1)** A local authority shall establish and maintain, subject to the regulations, an emergency management agency to act as the agent of the local authority in exercising the local authority's powers and duties under this Act.



- (2) There shall be a director of the emergency management agency, who shall
- (a) prepare and co-ordinate emergency plans and programs for the municipality,
  - (b) act as director of emergency operations on behalf of the emergency management agency,
  - (c) co-ordinate all emergency services and other resources used in an emergency, and
  - (d) perform other duties as prescribed by the local authority.
- (3) A local authority, except an improvement district, special area, national park or Indian reserve, may by bylaw that is not advertised borrow, levy, appropriate and expend all sums required for the operation of the emergency management agency.
- (4) For greater certainty, an emergency management agency may be maintained by and may act as the agent of more than one local authority.

2010 c5 s4;2018 c14 s9

**Delegation by local authority**

- 11.3(1)** A local authority may delegate some or all of the local authority's powers or duties under this Act to
- (a) a committee composed of a member or members of the local authority, including an emergency advisory committee appointed under section 11.1(1), and
  - (b) subject to the regulations, one or more of the following:
    - (i) a regional services commission established under the *Municipal Government Act* representing 2 or more local authorities if the regional services commission is authorized by its bylaws to exercise that power or duty;
    - (ii) if authorized by order of the Minister, a joint committee representing 2 or more local authorities that is composed of one or more members appointed by each of the local authorities;
    - (iii) in the case of a summer village and if authorized by order of the Minister, another local authority.
- (1.1) Where, under subsection (1)(b)(iii), a summer village has delegated its powers or duties under this Act to a local authority, the local authority may subdelegate those powers or duties to a

committee composed of a member or members of that local authority, including an emergency advisory committee appointed under section 11.1(1).

(2) Despite sections 21(1) and 23(1), a delegate of a local authority under subsection (1) that declares or terminates a local state of emergency shall do so by resolution.

2010 c5 s4;2018 c14 s10;2020 c25 s3

#### **Disaster Relief Fund**

**12(1)** There is hereby established a Disaster Relief Fund into which may be deposited public donations for disaster relief in areas inside or outside Alberta.

(2) The Disaster Relief Fund shall be administered in accordance with the regulations by a committee called the “Disaster Relief Committee” consisting of those persons who are appointed to the committee by the Lieutenant Governor in Council.

(3) Members of the Disaster Relief Committee who are not officers or employees of the Crown, or officers or employees of an agency of the Crown, may be paid remuneration for their services and expense allowances at the rate fixed by the Lieutenant Governor in Council.

RSA 1980 cD-36 s10

#### **Recovery of expenditures**

**13** When an expenditure with respect to a disaster is made by the Government within or for the benefit of a municipality, the local authority, other than a park superintendent or an Indian band council, shall, if so required by the Lieutenant Governor in Council, pay to the Minister the amount of the expenditure or the portion of it as may be specified in the order, at the times and on the terms as to the payment of interest and otherwise that the order may require.

RSA 2000 cD-13 s13;2006 c23 s23

#### **Fees**

**14** The Minister may charge fees for any services or materials that are provided and any research that is carried out in respect of matters to which this Act pertains.

1985 c22 s12

**15 and 16** Repealed 2010 c5 s5.

#### **Offence**

**17** Any person who

(a) contravenes this Act or the regulations,

- (b) fails to comply with an evacuation order, or
  - (b.1) fails to comply with an order made
    - (i) under section 19(1)(d), (e), (f), (j) or (k) or 24(1)(b) with respect to the matters referred to in section 19(1)(d), (e), (f), (j) or (k), or
    - (ii) under section 19(1.1),
- or
- (c) interferes with or obstructs any person in the carrying out of a power or duty under this Act or the regulations

is guilty of an offence and liable to imprisonment for a term of not more than one year or to a fine of not more than \$10 000 or to both imprisonment and a fine.

RSA 2000 cD-13 s17;2010 c5 s6;2018 c14 s11;2020 c7 s3

### **Confidentiality**

**17.1(1)** Terms used in this section have the same meaning as is assigned to them in the *Freedom of Information and Protection of Privacy Act*.

**(2)** The *Freedom of Information and Protection of Privacy Act* does not apply in respect of information in a record that is in the possession of a public body where the information

- (a) is used or to be used for the purpose of preparing or administering a consequence management plan for human-induced intentional threats under a regulation under this Act, or
- (b) forms part of a consequence management plan for human-induced intentional threats under a regulation under this Act.

2002 c32 s5;2018 c14 s12

## **Part 2 State of Emergency**

### **Declaration of state of emergency**

**18(1)** The Lieutenant Governor in Council may, at any time when the Lieutenant Governor in Council is satisfied that an emergency exists or may exist, make an order for a declaration of a state of emergency relating to all or any part of Alberta.

- (2) A declaration of a state of emergency under subsection (1) must identify the nature of the emergency and the area of Alberta in which it exists.
- (3) Immediately after the making of an order for a declaration of a state of emergency, the Minister shall cause the details of the declaration to be published by any means of communication that the Minister considers is most likely to make known to the majority of the population of the area affected the contents of the declaration.
- (4) Unless continued by a resolution of the Legislative Assembly, an order under subsection (1) expires at the earlier of the following:
- (a) at the end of 28 days, but if the order is in respect of a pandemic, at the end of 90 days;
  - (b) when the order is terminated by the Lieutenant Governor in Council.
- (5) Repealed 2010 c5 s7.
- (5.1) Unless otherwise provided for in the order for a declaration of a state of emergency, where
- (a) an order for a declaration of a state of emergency is made, and
  - (b) there is a conflict between this Act or a regulation made under this Act and any other Act or regulation, other than the *Alberta Bill of Rights* or the *Alberta Human Rights Act* or a regulation made under either of those Acts,
- during the time that the order is in effect, this Act and the regulations made under this Act shall prevail in Alberta or that part of Alberta in respect of which the order was made.
- (6) The *Regulations Act* does not apply to an order made under subsection (1).

RSA 2000 cD-13 s18;2007 c23 s1;2009 c26 s34;2010 c5 s7;  
2011 c13 s3;2013 c21 s1;2020 c7 s4

#### **Powers of Minister in emergency**

- 19(1)** On the making of the declaration and for the duration of the state of emergency, the Minister may do all acts and take all necessary proceedings including the following:
- (a) put into operation an emergency plan or program;

- (b) authorize or require a local authority to put into effect an emergency plan or program for the municipality;
  - (c) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - (d) authorize or require or make an order to authorize or require any qualified person to render aid of a type the person is qualified to provide;
  - (e) control or prohibit or make an order to control or prohibit travel to or from any area of Alberta;
  - (f) provide for or make an order to provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate or make an order to provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of Alberta;
  - (g) order the evacuation of persons and the removal of livestock and personal property from any area of Alberta that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
  - (h) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
  - (i) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
  - (j) procure or fix prices or make an order to procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within any part of Alberta for the duration of the state of emergency;
  - (k) authorize the conscription or make an order for the conscription of persons needed to meet an emergency.
- (1.1)** In addition to any other orders the Minister is authorized to make under this Act, the Minister may make any order necessary, in the Minister's opinion, to lessen the impact of the emergency.

- (2) As it relates to the acquisition of real property, subsection (1)(c) does not apply to real property located within a national park or an Indian reserve.
- (3) If the Minister acquires or utilizes real or personal property under subsection (1) or if any real or personal property is damaged or destroyed due to an action of the Minister in preventing, combating or alleviating the effects of an emergency or disaster, the Minister shall cause compensation to be paid for it.
- (4) The Lieutenant Governor in Council may make regulations in respect of any matter mentioned in subsection (1).
- (5) Subject to subsection (5.1), on the making of an order under section 18(1) respecting an emergency in respect of which a state of local emergency has been declared, the local authority is responsible in the municipality for the co-ordination and implementation of the necessary plans or programs prepared pursuant to this Act.
- (5.1) If the Minister authorizes the Managing Director or another person under subsection (6), the Managing Director or the other person authorized by the Minister is responsible for the co-ordination and implementation of the necessary plans or programs prepared pursuant to this Act and all persons and agencies involved in the implementation are subject to the control and direction of the Managing Director or the other authorized person.
- (6) The Minister may, by order, authorize another person to be responsible for the co-ordination and implementation of the necessary plans or programs prepared pursuant to this Act and all persons and agencies involved in the implementation are subject to the control and direction of that person.
- (7) On the making of an order under section 18(1), the Minister may, by order, authorize the Managing Director or any other person to exercise some or all of the powers given to the Minister under subsection (1) or (1.1).
- (8) The *Regulations Act* does not apply to an order made under subsection (1)(d), (e), (f), (g), (j) or (k) or (1.1).

RSA 2000 cD-13 s19;2007 c12 s11;2010 c5 s8;2018 c14 s13;  
2020 c2 s3;2020 c7 s5

#### **Compliance with evacuation order**

**19.1(1)** If an evacuation order is made, every person within the area that is the subject of the evacuation order must leave the area

- (a) immediately, or

(b) if a deadline for evacuation is specified in the evacuation order, by that deadline.

(2) Subsection (1) does not apply to a person acting under the direction of a person exercising powers under section 19(1) or 24(1)(b), as the case may be, so long as there is a plan for safely evacuating that person in a timely manner and the means available to carry out the plan.

2018 c14 s14

#### **Termination of state of emergency**

**20(1)** When, in the opinion of the Lieutenant Governor in Council, an emergency no longer exists in an area in relation to which a declaration of a state of emergency was made, the Lieutenant Governor in Council shall make an order terminating the declaration of a state of emergency in respect of that area.

(2) Immediately after an order is made under subsection (1), the Minister shall cause the details of the termination to be published by any means of communication that the Minister considers is most likely to make known to the majority of the population of the area affected the contents of the termination order.

RSA 1980 cD-36 s17

#### **Declaration of state of local emergency**

**21(1)** A local authority may, at any time when it is satisfied that an emergency exists or may exist in its municipality, by resolution or, in the case of the Minister responsible for the *Municipal Government Act*, the Minister responsible for the *Special Areas Act* or a park superintendent of a national park, by order, make a declaration of a state of local emergency relating to all or any part of the municipality.

(2) A declaration of a state of local emergency under subsection (1) must identify the nature of the emergency and the area of the municipality in which it exists.

(3) Immediately after the making of a resolution for a declaration of a state of local emergency, the local authority shall cause the details of the declaration to be published by any means of communication that it considers is most likely to make known to the population of the area of the municipality affected the contents of the declaration.

(4) Repealed 2010 c5 s9.

RSA 2000 cE-6.8 s21;2010 c5 s9

**Cancellation of declaration of state of local emergency**

**22(1)** The local authority shall forthwith on making a declaration of a state of local emergency forward a copy of the declaration to the Minister.

**(2)** The Minister may cancel the declaration of a state of local emergency at any time the Minister considers appropriate in the circumstances.

**(3)** Where a declaration of a state of local emergency has been made and the Lieutenant Governor in Council makes an order for a state of emergency relating to the same area of the municipality, if there is any conflict between the direction of the Managing Director or another person authorized by the Minister under section 19(6) and the local authority, the direction of the Managing Director or the other authorized person prevails.

**(3.1)** If a declaration of a state of local emergency has been made, an order under section 18(1) for a state of emergency by the Lieutenant Governor in Council relating to the same area of the municipality may provide that the declaration of a state of local emergency ceases to be of any force or effect.

**(4)** A declaration of a state of local emergency lapses at the end of 7 days, or at the end of 90 days if the declaration is in respect of a pandemic, after its making by the local authority unless it is earlier cancelled by the Minister or terminated by the local authority or unless it is renewed by the local authority.

**(5)** This section and section 21(3) apply to any renewal of a state of local emergency.

RSA 2000 cE-6.8 s22;2020 c2 s4;2020 c7 s6

**Termination of declaration of state of local emergency**

**23(1)** When, in the opinion of the local authority, an emergency no longer exists in an area of the municipality in relation to which a declaration of a state of local emergency was made, it shall by resolution or, in the case of the Minister responsible for the *Municipal Government Act*, the Minister responsible for the *Special Areas Act* or a park superintendent of a national park, by order, terminate the declaration of a state of local emergency in respect of that area.

**(2)** Immediately after

- (a) the passage of a resolution or order terminating a declaration under subsection (1),



- (b) the cancellation by the Minister of a declaration of a state of local emergency, or
- (c) the termination by lapse of time of a declaration of a state of local emergency,

the local authority shall cause the details of the declaration or cancellation or the fact of the termination by lapse of time to be published by any means of communication that it considers is most likely to make known to the majority of the population of the area affected the contents of the declaration or cancellation or the fact of the termination.

RSA 1980 cD-36 s20;1985 c22 s18

#### **Notice provisions do not apply**

**23.1** Where the sole purpose of a meeting of a local authority is to pass a resolution referred to in section 21(1) or 23(1), the notice requirements in sections 194 to 196 and 199 of the *Municipal Government Act* do not apply.

2002 c32 s5;2020 c7 s7

#### **Powers of local authority**

**24(1)** On the making of a declaration of a state of local emergency and for the duration of the state of local emergency, the local authority may do all acts and take all necessary proceedings including the following:

- (a) cause any emergency plan or program to be put into operation;
- (b) exercise any power given to the Minister under section 19(1) in relation to the part of the municipality affected by the declaration;
- (c) authorize any persons at any time to exercise, in the operation of an emergency plan or program, any power given to the Minister under section 19(1) in relation to any part of the municipality affected by a declaration of a state of local emergency.

**(1.01)** Despite subsection (1)(b) and (c), the Minister may, by order, restrict, prohibit or terminate the exercise

- (a) by a local authority of any power given to the Minister under section 19(1) in relation to the part of the municipality affected by the declaration of a state of local emergency, or
- (b) by a person authorized by a local authority to exercise, in the operation of an emergency plan or program, any power given to the Minister under section 19(1) in relation to any

part of the municipality affected by a declaration of a state of local emergency.

**(1.02)** The Minister may, by order, rescind, cancel or modify any bylaw enacted, resolution passed, action taken, order made or direction given by a local authority during a state of local emergency.

**(1.03)** The *Regulations Act* does not apply to an order made under subsection (1.01) or (1.02).

**(1.1)** If the local authority acquires or utilizes real or personal property under subsection (1) or if any real or personal property is damaged or destroyed due to an action of the local authority in preventing, combating or alleviating the effects of an emergency or disaster, the local authority shall cause compensation to be paid for it.

**(2)** A local authority, except the local authority of an improvement district, special area, national park or Indian reserve, may, during or within 60 days after the state of local emergency, by bylaw that is not advertised but is approved by the Minister responsible for the *Municipal Government Act*, borrow any money necessary to pay expenses caused by the emergency including payment for services provided by the Government of Alberta or by the Government of Canada when the services were provided at the request of the local authority.

**(3)** In the case of an improvement district, the Minister responsible for the *Municipal Government Act* and in the case of a special area, the Minister responsible for the *Special Areas Act* may, during or within 60 days after the state of local emergency, borrow any money necessary to pay expenses caused by the emergency including payment for services provided by the Government of Alberta or by the Government of Canada when the services were provided at the request of the Minister responsible for the *Municipal Government Act* or the Minister responsible for the *Special Areas Act*, as the case may be.

RSA 2000 cE-6.8 s24;2010 c5 s10;2020 c7 s8

#### **Dispute re compensation amount**

**25(1)** If any dispute arises concerning the amount of compensation payable under section 19(3) or 24(1.1), the matter shall be determined by arbitration and the *Arbitration Act* applies.

**(2)** For greater certainty, arbitration is not available to contest eligibility for compensation under this Act or the regulations.

RSA 2000 cD-13 s25;2018 c14 s15

**Conscript's employment**

**26** A person's employment shall not be terminated by reason only that the person is conscripted pursuant to section 19(1) or 24(1).

1992 c31 s10

### **Part 3**

## **Liability Protection for Emergency Service Providers**

**Minister**

**27** No action lies against the Minister or a person acting under the Minister's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under this Act or the regulations, including a power or duty under section 19(1)(d), (e), (f), (g), (j) or (k) or (1.1) or 19.1 of this Act.

2010 c5 s11;2018 c14 s16;2020 c7 s9

**Local authority**

**28** No action lies against a local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under this Act or the regulations including a power or duty under section 19(1)(d), (e), (f), (g), (j) or (k) or 19.1 or the exercise of the powers under section 24(1)(b) of this Act, during a state of local emergency.

2010 c5 s11;2018 c14 s17;2020 c7 s10


**Search and rescue organization**

**29** No action in negligence lies against a search and rescue organization, the directors of that organization or a person acting under the direction or authorization of that organization for anything done or omitted to be done in good faith while acting under an agreement between that organization and the Minister.

2010 c5 s11





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**BYLAW NO. 147 / 2011**

**A BYLAW OF THE TOWN OF BENTLEY  
IN THE PROVINCE OF ALBERTA FOR THE ADOPTION OF A  
MUNICIPAL EMERGENCY MANAGEMENT BYLAW**

**WHEREAS** the Council of the Town of Bentley is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8, to appoint a Municipal Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

**WHEREAS** it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

**WHEREAS** it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the municipalities within the geographical boundaries of Lacombe County to such a degree that local resources would be inadequate to cope with the situation; and

**WHEREAS** Council wishes to enter into a regional emergency management partnership with other municipalities within the geographical boundaries of Lacombe County for the purpose of integrated emergency management planning and operations.

**NOW, THEREFORE, THE COUNCIL OF THE TOWN OF BENTLEY, DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as the Bentley Municipal Emergency Management Bylaw.

2. In this Bylaw,

- (a) "Act" means the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8;
- (b) "Council" means the Council of the Town of Bentley;
- (c) "Disaster" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property;
- (d) "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;
- (e) "Lacombe Regional Emergency Management Partnership" means those municipalities who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs;
- (f) "Lacombe Regional Emergency Advisory Committee" means a regional committee comprised of a Councillor, or designate, from each of the partnering municipalities of the Lacombe Regional Emergency Management Partnership
- (g) "Lacombe Regional Emergency Management Agency" means the Directors of Emergency Management, or designate, from each of the partnering municipalities of the Lacombe Regional Emergency Management Partnership;
- (h) "Lacombe Regional Emergency Management Plan" means the integrated emergency management plan prepared by the Lacombe Regional Emergency Management Agency to coordinate response to an emergency or disaster within the geographic boundaries of Lacombe County.
- (i) "Minister" means the Minister responsible for the Emergency Management Act;

- (j) "Bentley Municipal Emergency Advisory Committee" means the committee established under this Bylaw; and
- (k) "Bentley Municipal Emergency Management Agency" means the agency established under this Bylaw;

3. There is hereby established a Bentley Municipal Emergency Advisory Committee to advise Council on the development of emergency plans and programs.

4. There is hereby established a Bentley Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, or the powers contained in Section 12 of this Bylaw.

5. Council shall

- (a) by resolution, appoint all members of Council to serve on the Municipal Emergency Advisory Committee;
- (b) provide for the payment of expenses of the members of the Municipal Emergency Advisory Committee;
- (c) by resolution, on the recommendation of the Municipal Emergency Advisory Committee, appoint a Director of Emergency Management and Deputy Director(s) of Emergency Management who shall do those things required of the Director of Emergency Management in that person's absence;
- (d) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Town of Bentley;
- (e) approve the Town of Bentley's emergency plans and programs; and
- (f) review the status of the Regional Emergency Management Plan and related plans and programs at least once each year.



6. Council may
  - (a) by By-law borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
  - (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.
  
7. The Bentley Emergency Advisory Committee shall
  - (a) review the Regional Emergency Management Plan and related plans and programs on a regular basis; and
  - (b) advise Council, duly assembled, on the status of the Regional Emergency Management Plan and related plans and programs at least once each year.
  
8. The Municipal Emergency Management Agency shall be comprised of one or more of the following:
  - (a) the Director of Emergency Management;
  - (b) the Deputy Director(s) of Emergency Management;
  - (c) the Chief Administrative Officer or designate;
  - (d) the Fire Chief or designate;
  - (e) the Public Works Foreman or designate;
  - (f) the Family and Community Support Services Manager or designate;
  
- 8.A In addition, the following public and private organizations may be invited to provide representative(s) to the Municipal Emergency Management Agency:
  - (a) the NCO in Charge, Local RCMP Detachment or designate;
  - (b) the Ambulance Service Manager or designate;
  - (c) the School Division Superintendent or designate;
  - (d) representative(s) from Alberta Health Services;

- (e) representative(s) from adjacent communities which have entered into mutual aid agreements;
  - (f) representative(s) from local business or business associations (e.g. Chamber of Commerce);
  - (g) representative(s) from local industry or industrial associations;
  - (h) representative(s) from Municipal Affairs, Alberta Emergency Management Agency;
  - (i) representative(s) from Alberta Environment;
  - (j) representative(s) from Alberta Transportation; and
  - (k) anybody else who might serve a useful purpose in the preparation or implementation of the Regional Emergency Management Plan.
9. The Director of Emergency Management shall
- (a) assist in the preparation and coordination of the Regional Emergency Management Plan and prepare and coordinate related plans and programs for the Town of Bentley;
  - (b) act as director of emergency operations, or ensure that someone is designated under the Regional Emergency Management Plan to so act, on behalf of the Municipal Emergency Management Agency; and
  - (c) coordinate all emergency services and other resources used in an emergency; and/or
  - (d) ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c).
10. The power to declare, terminate or renew a state of local emergency under the Act, the powers specified in Section 12 of this Bylaw, and the requirement specified in Section 15 of this Bylaw, are hereby delegated to a committee comprised of the Mayor, or the Deputy Mayor, alone, or in their absence, any two members of Council. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.

11. When a state of local emergency is declared, the person or persons making the declaration shall
  - (a) ensure that the declaration identifies the nature of the emergency and the area of the Town of Bentley in which it exists;
  - (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
  - (c) forward a copy of the declaration to the Minister forthwith.
  
12. Subject to Section 13, when a state of local emergency is declared, the person or persons making the declaration may
  - (a) cause the Lacombe Regional Emergency Management Plan or any related plans or programs to be put into operation;
  - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - (c) authorize or require any qualified person to render aid of a type the person is qualified to provide;
  - (d) control or prohibit travel to or from any area of the Town of Bentley;
  - (e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the Town of Bentley;
  - (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the Town of Bentley that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
  - (g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
  - (h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the

scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;

- (i) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the Town of Bentley for the duration of the state of local emergency;
- (j) authorize the conscription of persons needed to meet an emergency; and
- (k) authorize any persons at any time to exercise, in the operation of the Regional Emergency Management Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.

13. When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.

14. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when

- (a) a resolution is passed under Section 13;
- (b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
- (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- (d) the Minister cancels the state of local emergency.

15. When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

- (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- (d) the Minister cancels the state of local emergency.

15. When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

16. No action lies against the Town of Bentley or a person acting under the Town of Bentley's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a state of local emergency.

17. Bylaw No. 131/2009 passed on March 24, 2009, dealing with the establishment of a Disaster Services/Emergency Management Committee and/or Agency is hereby rescinded.

This Bylaw comes into force and effect on the day it is finally passed.

Read a first time this 8<sup>th</sup> day of February , 2011.

Read a second time this 8<sup>th</sup> day of February, 2011.

Read a third time and finally passed this 8<sup>th</sup> day of February, 2011.



\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Municipal Administrator

# Town of Bentley

## Bentley Emergency Management Response RECAP and Update COVID-19

Council Meeting  
April 27, 2021

 townbentley

 @TownBentley

[www.townofbentley.ca](http://www.townofbentley.ca)



# Overview

- Emergency Management
  - Background/Authority
  - Scope
  - Incident Command System (ICS)
  - Objectives
  - Activity Statement
- Summary of Management Activity To Date
- Recovery & Preparedness
- Current Status as of April 21, 2021 (Confirmed, Deaths, Recovered)
- Ongoing Concerns and Challenges
- Book Your Free Shot



# Emergency Management Background/Authority

- Emergency Management Plan
  - prompt/coordinated response to emergencies
  - multi-hazard approach to any emergency
  - issued under Emergency Mgmt. Act of Alberta
  - Local Authority Emergency Mgmt. Regulation 2018
  - Town of Bentley Bylaw 147/2011
- Lacombe Regional Emergency Management (LREMP)
  - prompt/coordinated response to emergencies affecting partner municipalities in boundaries of Lacombe County





# Emergency Management Scope

- Standard guidelines for the notification, activation, and operations during emergencies
- Part of the Regional Emergency Management Framework & meets legislative requirements Emergency Management Act
- Town of Bentley builds on its own Hazard Identification and Risk Assessment (HIRA) – reviewed through after-action assessments and annually
- Recognizes that single events not restricted to Town Boundaries



# Emergency Management (ICS)

- Incident Command System (ICS)
  - Defines the organizational structure, roles and responsibilities of personal, operating procedures and communication protocol to be used in the management and direction of emergencies or events
  - ICS is legislated and required
  - Town of Bentley Municipal Staff have received required training and we currently exceed the legislated requirements set by the Province



# Emergency Management Plan Town of Bentley

## Objectives

- A) Save lives and reduce suffering
- B) Promote responsible actions to mitigate COVID-19 effects in the community
- C) Reduce/Minimize stress on AHS & Health Services
- D) Maintain stable essential services to the citizens of Bentley



# Emergency Management Plan Activity Statement

- activation of every level of Federal, Provincial and Municipal Governments Emergency Plans
- Emergency Plans overlapped into different jurisdictions and quickly, governments were required to assist one another and share information
- The Town of Bentley relies on information from the Provincial Operations Centre and Alberta Emergency Management Authority Field Officer, Brian Boutin of Red Deer to guide our response. It should be noted that social media, news outlets etc. are also monitored on a continuous basis



# Emergency Management Plan Town of Bentley

## Activated Emergency Management Plan March 11, 2020

- Enhanced community communications, news bulletins, info bulletins, Facebook and website updates
- Facility Closures and opening with restrictions throughout Pandemic when able to do so
- Collaboration with Wolf Creek Public School, Minor Hockey, Colin Fraser, Jeremy Park
- Internal Procedures Developed to keep staff safe
- Vulnerable Persons Registry
- Open and Continuous Communication with Local Agencies
- Sourced PPE for staff
- Business Needs Survey
- Business Coaching Program
- DEM in continuous communications with the Provincial Operations Centre/other DEM's
- Utility and Tax Penalty Deferments
- Collaboration and support to Farmer's Market re-opening to establish safe protocols
- Campsite re-opening
- Office closure and safety protocols when positive COVID case including hydrostatic cleaning of office



# Summary of Management Activity - March

- **Provincial Operations Centre – 2 update reports daily**
  - DEM/CAO Review and prioritization of actions based on new information
  - Reiterating and sharing relevant updates to agencies and through social media and website as well as Mayor and Council updates
- **Escalating event / increased response efforts at all levels of government**
  - Provincial Operations Centre Report
  - Q&A on COVID-19 Report
  - Minister of Health Report and Recommendations
  - News & Social Media



# Summary of Management Activity - March

March 10	Meeting with CAO requesting Emergency Plan Activation
March 11	Meeting at Bentley reviewing Emergency Response Plan March 12 Bentley Agency meeting request out to stakeholders for meeting on March 16 (FCSS, Fire Dept., Public Works)
March 13	Engaging with CAO, Wolf Creek Public School, Bentley Arena, AEMA
March 14/15	Monitoring social media, review POC reports, prepare agenda for Bentley Agency Meeting, monitor and review central Alberta activity regarding school closures
March 16	Monitor POC communications, Bentley Agency Meeting, attended Clive “tabletop” exercise for LREMP, calls with Bentley Fire Chief, FCSS and Bentley Care Centre
March 17	Lacombe County Meeting with Fire Chief and Enforcement, POC conference call
March 18	Bentley Office half day for DEM work – agency report, prep with CAO for staff meeting March 19 Bentley Agency Meeting (FCSS, Fire Dept., CAO, DEM, RCMP, Wolf Creek School, Bentley Care Centre, Westview Apartments, Ag Society), Situation Report to POC
March 20 to 23	DEM work from home and Bentley Office, follow up emails, create new Situation report Template as per direction from POC, preparation for LREMP meeting ICS 213 PPE, request for PPE
March 24	LREMP Conference Call – 10 municipalities, Bentley Town Council preparation, meet with FCSS Barb Carson regarding community services activity, discuss with CAO proposed office access changes
March 25	Playground Closures strategy, POC conference call, seniors protection strategy, LREMP updates
March 26	Bentley office orientation re new procedures for social distancing, policy finalized re office access
March 27	Alberta Justice conference call – discuss SOLE (State of Local Emergency – Municipal Liability)
March 28 to 31	Monitor social media and POC correspondence/activity, situation report sent to POC, POC meeting, message board ordered, vulnerable registry from created, reviewed and distributed to senior’s home in Bentley

**Summary of DEM hrs. for March: 58 hrs. Town of Bentley, 31 hrs. LREMP Coordinator**



# Summary of Management Activity - April

- April 1 – 7 Bentley agency meeting prep and meeting, sign masters sign delivered and set up, LREMP conference call, POC conference call, Bentley situation report to POC
- April 8 – 14 LREMP meeting/Emergency Management Website, local business conference call with CAO, POC conference call, LREMP conference call
- April 15 -21 Bentley Agency Meeting and prep, LREMP conference call X 2, POC conference call,
- April 22 – 30 Town of Bentley Council Meeting, LREMP conference call, LREMP advisory meeting, Bentley situation report to POC

**Summary of DEM hrs. for April: 33 hrs. Town of Bentley, 55 hrs. LREMP coordinator**





# Summary of Management Activity – May

- May 1 – 7      LREMP conference call & follow up, POC conference call, DEM support to town office, Bentley agency meeting
- May 8 – 14      DEM support to town office as required
- May 15 -21      LREMP conference call & follow up, POC conference call, DEM support to town office as required
- May 22 – 30      DEM support to town office as required

**Summary of DEM hrs. for May: 33 hrs. Town of Bentley, 22 hrs. LREMP coordinator**



# Summary of Management Activity – June

June 1 – 7 Seniors Week activities

June 8 – 14 LREMP / DEM conference calls

June 15 -30 LREMP / DEM conference calls, DEM support to town office as required

June 30 ECC at Seniors Drop In officially deactivated

**Summary of DEM hrs. for May: 21 hrs. Town of Bentley, 15 hrs. LREMP coordinator**



# Summary of Management Activity – July/20 to April/21

- Ongoing meetings CAO and DEM re Bentley Covid Response
- LREMP meetings attended by DEM
- Bentley Arena Opening meetings
- Monitor Provincial and Federal Covid Response Activity
- DEM attended Council meeting in Sept 2020 to review activity to date and update
- Emergency Social Services Plan Development by DEM
- Drive Through Christmas planning and volunteered
- Monitor community protests
- Variants and review of worse case scenario and strategies

**Summary of DEM hrs. : 100 hrs. Town of Bentley, 324 hrs. LREMP coordinator**



# Recovery & Preparedness

- DEM continues to support the Town and CAO with response and recovery from home and at Town Office
- DEM continued involvement with LREMP and coordinated regional planning
- Bentley Emergency Management Advisory Meetings with DEM, CAO and Mayor and Council to continue to seek input on Emergency Management
- Additional training for Mayor and Council and ICS for all staff (at least ICS 100)
- Draft plans are being considered at the advice of AEMA and the Minister of Health
  - Town of Bentley DEM continues to assist the LREMP Committee to explore ongoing plans for additional waves from COVID event
- **Recovery will be assisted through proactive marketing of the community and collaboration with user groups**
  - feedback from the business needs survey
  - social media marketing
  - gateway signage
  - on the spot app
  - support local business advertising
  - Business Link webinars and resources
  - update town website
  - business coaching program
  - arena maintenance and aesthetic improvements
  - MOST Grant for covid expenses
  - partnerships with Wolf Creek Public School – Bentley Hockey Academy
- Bentley IDA and Vaccination Program



# Current Status COVID-19 April 21, 2021

	Confirmed	Deaths	Recovered
Alberta	173,531 + 1,345	2,048 +5	153,002 +1,283
Canada	1,139,043 +7,270	23,713 +46	1,027,458 +7,679
Global	143,012,106 +1,198,849	3,046,149 +18,967	81,979,884 +863,743

## Vaccinations as of April 19

1,196,428 doses administered  
26,762 doses per 100,000 population  
239,277 Albertans fully immunized (2 doses)  
234 adverse events following immunizations



# Ongoing Concerns and Challenges

- Balancing public activity with community safety
  - events, gathering, fireworks etc
- Vaccination Supply and # of people vaccinated
- Variants and Effectiveness of Vaccinations
  - (B.1.1.7 Variant – United Kingdom)
  - (B.1.351 Variant – South Africa)
  - (P.1 Variant – Brazil)
- Feedback from the Community – concerns & complaints

# Book your free shot

For more information relating to vaccines, please visit: <https://www.alberta.ca/covid19-vaccine.aspx>

**NEW! Albertans 40 and over (born 1981 or earlier) can now get the AstraZeneca vaccine.**

Who's eligible now	How to book
Ages 40+ (AstraZeneca)	<a href="#">Pharmacy</a> (appointments & 70 walk-in locations) <a href="#">AHS locations provincewide</a> (book online or 811) <a href="#">Walk-in clinics in Calgary &amp; Edmonton</a>
Ages 65+ (Phases 1 & 2A)	<a href="#">Pharmacy</a>   <a href="#">AHS online</a>   Call 811
First Nations Ages 50+ (1 & 2A)	<a href="#">Pharmacy</a>   <a href="#">AHS online</a>   Call 811   On-reserve
Ages 16+ with health conditions (2B)	<a href="#">Pharmacy</a>   <a href="#">AHS online</a>   Call 811
Eligible front-line workers (2C)	<a href="#">Pharmacy</a>   <a href="#">AHS online</a>   Call 811

COVID-19 INFORMATION

# HELP PREVENT THE SPREAD

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Prevention starts with awareness.  
Be informed on how you can  
protect yourself and others from  
novel coronavirus:

- Self-isolate if you're feeling sick
- Wash your hands frequently
- Cover coughs and sneezes
- Avoid touching your face

Concerns about your health?  
Call Health Link 811.

[alberta.ca/covid19](https://alberta.ca/covid19)

Alberta







**Agenda Date:** August 24, 2021

**Agenda Item:** **New Business:**  
**Drive Happiness Seniors Assisted Transportation Program**

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## **ADMINISTRATIVE RECOMMENDATION**

THAT Mayor and Council consider authorizing administration to engage the Drive Happiness Seniors Assisted Transportation Program to operate a trial basis to operate in Bentley to help older adults get to where they need to go.

## **SUMMARY AND BACKGROUND**

In 1998, advocates in Southwest Edmonton saw that senior needing assistance with transportation could be served by connecting volunteer drivers with seniors who were willing to pay a small fee to receive rides. Since this time, Drive Happiness Seniors Association has become a registered non-profit association with the purpose of assisting seniors to maintain an independent lifestyle that enables them to remain in their own homes.

The Drive Happiness Seniors Assisted Transportation program is a volunteer-based driving program to help older adults get where they need to go whether to medical appointments, grocery stores, programming, or social engagements.

Drive Happiness can bring this program to new communities that need transportation services. The Edmonton Office handles the volunteer recruitments, volunteer screening, rider sign up and ride bookings. Community support through promotion and for clients and riders ensures that they will be able to run the program in the Town of Bentley.

The service is not intended to replace the Community Van Program, but rather supplement transportation options to fill any gaps and support the current options that are available here in Bentley.

### **How does it work?**

#### **Riders**

To become a registered rider, individuals must fill out an application form and pay an annual fee. Annual fees are on a sliding scale, based on the individual's annual income. Then they will purchase a paperless ticket for \$10.00 each. Tickets are loaded onto their account and are good for up to 90 minutes or 40km each with some exceptions for longer range trips. Generally, clients are 65+ with some mobility issues, however some exceptions can be made. Each application is based on a case-by-case basis dependent on the needs of the applicant.

## **Volunteers**

Volunteers can choose when they drive, where they drive, and even how often they drive while receiving gas reimbursement. With access to our scheduling database, volunteers can assign themselves rides based on their own availability. Volunteers must have a class 5 license, complete a vulnerable sector police check, and provide a three-year driver abstract with no demerit points. Volunteers are not required to increase their vehicle insurance in accordance with the Insurance Bureau of Canada. The Drive Happiness Assisted Transportation Program has a 5 million liability policy that also covers the volunteers if anything were to happen on a scheduled Drive Happiness trip.

Administration has highlighted the program here, but has also attached additional information in Attachment #1)

## **RATIONALE FOR RECOMMENDATION**

- There is no additional financial commitment and only a commitment of staff time to support the marketing and promotion of the program through social media and other avenues, such as events etc
- Although there is a fee for service, the fee is small and provides an option to meet the transportation needs of those, who may not have options for additional transportation to get to appointments etc. outside of the schedule of the community van
- The program is not intended to compete with the Community Van, which offers trips for groups into Sylvan twice per month and Red Deer once per month when it is operating
- Bylaw 147/2011 (Attachment #2) Municipal Emergency Management Bylaw requires the appointment of a DEM, Julian Veuger was appointed as DEM through the annual organizational meeting on October 27, 2020, for the 2021 year
- Town received the MOST grant to cover incremental costs associated with COVID-19

## **BUDGET AND FINANCIAL CONSIDERATIONS**

No Financial Commitment – but an expectation that the Town would support joint grant applications with community partners as the organization is a non-profit and has charitable status. They rely heavily on grant programs and donations to fund Seniors Assisted Transportation Programs.

## **ALTERNATIVES**

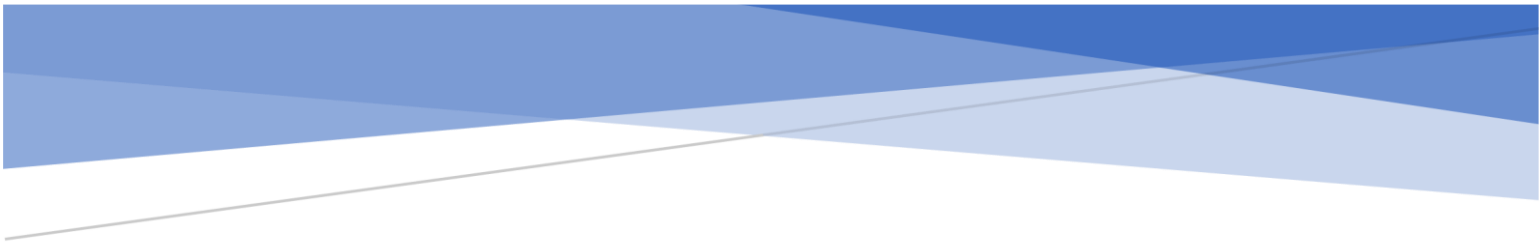
1. Authorize the CAO to execute a memorandum of agreement for the Drive Happiness Seniors Assisted Transportation Program to operate in Bentley on a trial basis.
2. Do not engage the services of Drive Happiness Seniors Assisted Transportation Program
3. Direct Administration to seek out additional information regarding the program

## **ATTACHMENTS:**

1. Drive Happiness Information Brochure

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Marc Fortais, CAO



# DRIVE HAPPINESS

## Provincial Expansion

### Abstract

This document outlines information on the expansion of the Seniors Assisted Transportation Program into new communities.



info@drivehappiness.ca  
drivehappiness.ca  
780-424-5438

## **Background and Overview**

At Drive Happiness, we empower older adults to live independently by providing low-cost assisted transportation. Our mandate is to combat social isolation by improving the physical, emotional and mental well-being of older adults in Alberta. We provide safe, reliable, and affordable transportation utilizing screened and trained volunteer drivers.

In 1998, advocates in Southwest Edmonton saw that seniors needing assistance with transportation could be served by connecting volunteer drivers with seniors who were willing to pay a small fee to receive rides.

Since then, Drive Happiness Seniors Association has become a registered non-profit association with the purpose of assisting seniors to maintain an independent lifestyle that enables them to remain in their own homes. Seniors value their independence but lose that independence when they can no longer drive or access transportation to go shopping, banking, reach clinics or the many other required services to stay in their own homes which can lead to social isolation.

The Drive Happiness Seniors Assisted Transportation program is a volunteer-based driving program to help older adults get where they need to go whether to medical appointments, grocery stores, programming, or social engagements.

Drive Happiness can bring this program to new communities that are in need of transportation services. Our Edmonton office will handle the volunteer recruitments, volunteer screening, rider sign-up, and ride bookings. Community support is integral for the success of starting up in new areas. Assistance with promotion and for clients and riders ensures that we will be able to run the program in your community.

This service is a supplementary transportation options to help fill any gaps and support the current options communities may have. It is not intended to take over and be the only option available to older adults.

## **Operations**

Day to day operations will be carried out by Drive Happiness staff in the Edmonton office. This included managing dispatch line, booking rides, database management, answering inquiries, assisting with rider sign ups, completing volunteer screening and onboarding, processing payments and daily troubleshooting.

Community Partners are expected to help raise awareness for the organization in their community by promoting volunteer opportunities and the service to older adults. If the community has a Volunteer Centre, they will be relied upon for additional volunteer recruitment help.

## **Finances**

New project communities are not mandated to allocate funds to this project, but instead provide in-kind support. Drive Happiness is a non-profit organization that has charitable status. We rely heavily on grants and donations to fund the Seniors Assisted Transportation Program. We are open to working on joint grant applications with our community partners.

## **Riders**

To become a registered rider, individuals must fill out an application form and pay an annual fee. Annual fees are on a sliding scale based on the individual's annual income. Then, they will purchase paperless tickets for \$10 each. These tickets will be loaded onto their account and are good for up to 90 minutes or 40kms each with some exceptions for longer range trips. Generally, our clients are 65+ with some mobility issues but exceptions can be made. Each application is based on a case by case basis dependent on the needs of the applicant.

## **Volunteers**

Our Volunteer Program is extremely flexible. Volunteers are able to choose when they drive, where they drive, and even how often the drive while receiving a gas reimbursement. With access to our scheduling database, volunteers are able to assign themselves rides based on their own availability.

Volunteers do have to have a Class 5 license, complete a Vulnerable Sector Police Check, and provide us with a three-year history driver abstract with no demerit points. We also take copies of their license, registration, and insurance.

Volunteers are not required to increase their vehicle insurance in accordance with the Insurance Bureau of Canada. As an organization we have a Non-owned Automobile \$5 liability policy that would also cover the volunteer if anything were to happen on a scheduled Drive Happiness trip. Please see the infographic below for additional insurance information.

# Insurance Requirements for Volunteer Drivers and Community-Based Organizations Providing Transportation to Seniors: Myths and Facts



Dobbs, B.\* PhD; Pidborochynski, T.\* MSc; Wortman, F.\* & Gelderman, R.\*  
\*Medically At-Risk Driver Centre, Department of Family Medicine, University of Alberta, \*Insurance Bureau of Canada,  
\*Edmonton Seniors Coordinating Council



**Myth:** As a volunteer driver, I need to carry extra liability coverage on my vehicle.

**Fact:** Individuals acting as volunteer drivers, using their own personal vehicles, are **not required by law** to increase their liability amount. By law, drivers are required to be covered for the minimum statutory liability limit that is outlined by their province of residence.

**Myth:** If I become a volunteer driver, I will be required to inform my insurance company of my volunteer driving activities.

**Fact:** The vast majority of volunteer drivers will not need to notify their insurance company. The exception to this is if the volunteer driving activity increases the **total amount of kilometers driven per year** to a different vehicle class rating (which may result in increased automobile insurance premiums).

**Myth:** If I get reimbursement for mileage and/or general 'wear and tear' on my vehicle for my volunteer driving, I will need to add extra insurance (i.e., endorsement S.E.F. 6a) to my personal automobile policy.

**Fact:** No, reimbursements for mileage or 'wear and tear' on a vehicle are not forms of payment that require the volunteer driver to have extra insurance added to their policy.



**Myth:** My organization does not need insurance because we are 'not-for-profit' and only use volunteers.

**Fact:** Not-for-profit organizations require insurance and most commonly have **Commercial General Liability (CGL) insurance**. CGL insurance is the most basic form of commercial insurance available.

In certain cases, endorsements will be added to an organization's CGL policy. The most relevant endorsement to organizations with volunteer drivers is **Non-owned Automobile Insurance**. This particular insurance endorsement is not a legislated requirement for organizations with volunteer drivers, but it is recommended.

**Myth:** There is no way that my organization can reduce the cost of its insurance premiums.

**Fact:** An organizations can reduce its insurance premiums by enacting **Risk Management Procedures**. Risk management procedures are used to assess, manage, and mitigate potential risks to the organization's members, participants, or clients, as well as staff and volunteers that may result from the delivery of a volunteer-led program or service. **Some examples of Risk Management Procedures are:** 1) Having screening processes for volunteers; 2) Having volunteer agreement and waiver forms; 3) Conducting criminal background checks on volunteers; 4) Obtaining proof of insurance from volunteers; and 5) Obtaining driving abstracts from volunteer drivers.



**Contact Information**  
MARD Centre: (780) 492-6273  
Email: mard@ualberta.ca



## Memorandum of Understanding

A representative from the community partner will be able to sign a Memorandum of Understanding to formalize the partnership. A standard draft MOU is outline below, but these agreements can be adjusted based on community need and participation.



*Helping seniors live independent lives.*

### MEMORANDUM OF UNDERSTANDING

Dated \_\_\_\_\_, 2021

#### BETWEEN

Drive Happiness Seniors Association

#### AND

\_\_\_\_\_  
*(hereinafter referred to as the "Partner")*

This Memorandum of Understanding (MOU) sets forth the terms and conditions of a partnership between Drive Happiness Seniors Association (DH) and Partner to provide a low-cost transportation service for Seniors in the \_\_\_\_\_.

#### Background

The Drive Happiness program has been very successful within the City of Edmonton and surrounding areas, providing low-cost rides to Seniors since 2002. In 2019, Edmonton and area Seniors took close to 21,000 rides through the Seniors Assisted Transportation program. However, there are many more Seniors in the surrounding counties that are struggling to get to medical appointments, go for groceries or attend social events with family and friends.

#### Purpose

This MOU will outline the terms of a partnership between DH and Partner to create awareness of the Seniors Assisted Transportation program, to help recruit, screen, train and support the Volunteer Drivers in \_\_\_\_\_ who will provide the transportation service and to transport Seniors to medical, banking, legal and other appointments, grocery & personal shopping, family & social events, meetings, election voting stations.

#### Definitions

"Seniors" means those residents of \_\_\_\_\_ and/or the immediate surrounding municipal and rural areas who are 55 years or older, or who have a disability preventing them from driving a motor vehicle.

"Volunteer Drivers" means those residents of the \_\_\_\_\_ and/or the immediate surrounding municipal and rural areas who are 18 years or older and meet the requirements to be a volunteer with the Drive Happiness Program.

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9916 45 Ave. NW, Edmonton, Alberta T6E 5J1  
Tel: 780-424-5438 [www.drivehappiness.ca](http://www.drivehappiness.ca)  
Charitable #: 86242-1310-RR0001





SENIORS ASSISTED TRANSPORTATION

*Helping seniors live independent lives.*

### **Responsibilities**

The above Purpose will be accomplished by undertaking the following activities:

#### **Drive Happiness Seniors Association**

DH will provide:

1. Comprehensive general liability, supplemental automobile insurance and WCB coverage
2. All printed promotional materials, which will be co-branded with Partner's logo wherever possible.
3. Volunteer Driver management services, including processing of applications, screening, training, evaluation, outfitting & equipping, volunteer appreciation and mileage reimbursement.
4. Seniors client intake and administrative support
5. Scheduling software and dispatching services
6. Adequate staffing to provide services on a 7 day per week basis, including statutory holidays.
7. Monthly reports to Partner about the number of drivers, riders and rides booked within Fort McMurray. DH will provide semi-monthly reports on Volunteer Driver applications through their offices.

Partner

1. Partner will aid with getting the word out in \_\_\_\_\_ for both Volunteer Drivers and Riders by displaying DH information in its office and having application forms on hand. In addition, the Partner will provide the staff support to allow riders to drop off paperwork that can be scanned and emailed to a DH representative.
2. Storage and distribution of promotional materials at community events, seniors residences, library, medical offices and community bulletin boards.
3. Volunteer Driver recruitment services through regular posts on its social media platforms (Facebook, Instagram, Twitter and LinkedIn).
4. Staff support and meeting space for in-person training of or meetings with Volunteer Drivers.

### **Funding**

Neither organization will be responsible for additional funding outside of the staff and resources identified in this MOU document. DH is open to applying for joint grants with Partner that will be beneficial for and support the Seniors Assisted Transportation service.

### **Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from DH and Partner. This MOU shall become effective upon signature by the authorized officials from the DH and Partner will remain in effect until modified by mutual consent or terminated by any one party with two (2) weeks prior written notice to the other party. If the MOU is terminated, DH may choose to continue to operate in the community and Partner may operate its own volunteer driver program in \_\_\_\_\_.





SENIORS ASSISTED TRANSPORTATION

*Helping seniors live independent lives.*

**Contact Information**

Drive Happiness Seniors Association  
Liza Bouchard, Executive Director  
9916 45 Ave NW, Edmonton, AB  
780-424-5438  
[liza@drivehappiness.ca](mailto:liza@drivehappiness.ca)

\_\_\_\_\_  
Liza Bouchard  
Executive Director, Drive Happiness

Date: \_\_\_\_\_

\_\_\_\_\_  
Community Representative

Date: \_\_\_\_\_

## Advertising

All advertising documents can be customized with your organization's logo.



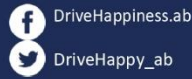
## **VOLUNTEER DRIVERS NEEDED!**

**YOU CAN MAKE A DIFFERENCE!**

Drive Happiness is a non-profit organization that provides assisted transportation services to older adults through the help of volunteer drivers.



Mobility is about more than getting from point A to B. It's about dignity, freedom, and being in control of your lifestyle. With Drive Happiness, seniors are able to keep their independence and remain active and engaged in their communities.



SENIORS ASSISTED TRANSPORTATION

### HOW DO I BECOME A RIDER?

Riders must complete an application and pay an annual fee before they can start booking rides. Applications are available on our website, or can be mailed to you by request.

Once the rider application has been approved and you have been contacted by staff, rides can be purchased and booked through the office. We accept the following methods for payment: cash (in office only), cheque, credit card, and e-transfers.

Our volunteers provide rides morning through evening, any day of the week. We request riders book their rides as far in advance as possible to help ensure driver availability.

It is important to remember we are not a taxi service and require three business days' notice when booking.

780-424-5438  
1-888-336-4503  
drivehappiness.ca  
info@drivehappiness.ca

Monday to Friday 9:00 AM to 4:30 PM

Call us at 1-888-336-4503

9916 45 Ave NW  
Edmonton, AB T6E 5J1  
CRA #862421310RR0001



Volunteer drivers getting seniors where they need to go.

### WHAT IS DRIVE HAPPINESS?

Founded in 1998, Drive Happiness provides safe, reliable, and affordable transportation through volunteer drivers. Our goal is to end social isolation among seniors living in Alberta.

We offer a door-through-door service for our riders, taking them to the grocery store, to various medical clinics, or to visit with family and friends. Our dedicated volunteers provide 20,000 rides per year to over 1,200 riders in Edmonton and surrounding communities, and we just keep growing! See our website for a full list of areas we serve.

Our vision is a future where all seniors, regardless of barriers like income, health, or mobility challenges, are able to access assisted transportation services to remain active and engaged in their communities.

In partnership with



"You really get to know the drivers. I couldn't believe how much better I started to feel. I was homebound before, mentally and physically."  
-Rider



"I like meeting the seniors. It makes me feel great to help them accomplish what they need to do."  
-Volunteer



"Before, everything was just too hard so I stayed at home. It was lonely, but now this makes it so"  
-Rider



### VOLUNTEERS NEEDED!

Do you have a car and like to drive? Do you like to meet new people and have some free time to spare? Volunteer with us!

Mobility is about more than getting from point A to B. It's about dignity, freedom, and being in control of your lifestyle. As a volunteer with Drive Happiness you can help get seniors where they need to go.

Volunteer positions are fun, flexible, and even offer a gas reimbursement. You can pick and choose your schedule to work with you!

Applications can be downloaded on our website.

There are screening processes involved with becoming a volunteer driver. Once your application has been received, office staff will contact you with the next steps.



# DRIVE HAPPINESS

**GETTING SENIORS WHERE THEY NEED TO GO**

Providing a senior with the means to manage their mobility makes for a happy passenger. You are literally driving happiness. And that's something to smile about.

Become a volunteer! Visit [drivehappiness.ca](https://drivehappiness.ca) or call **1-888-336-4503** for more information!

## Contact

If you would like to learn more about the program and how we can help provide transportation to older adults in your community, contact Liza Bouchard, Executive Director at [liza@drivehappiness.ca](mailto:liza@drivehappiness.ca).



WHERE PEOPLE ARE THE KEY

## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING July 8, 2021

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### **COVID-19 UPDATE**

Council was provided with an update on the latest COVID-19 statistics and the Province's current announcement re: stages for the elimination of mandatory restrictions and the current vaccine statistics.

### **STRATEGIC PLAN UPDATE**

The updated 2018 to 2023 Lacombe County Strategic Plan was approved by Council as presented.

### **FIVE-YEAR RECREATION CAPITAL PLAN**

The Five-Year Recreation Capital Plan was approved by Council as presented.

### **RC(1) APPLICATION – VILLAGE OF CLIVE**

Council approved a resolution that Lacombe County provide funding of 48% (\$13,744) of the cost of the Village of Clive's Centennial Park Rejuvenation Project with the contribution to be funded as follows:

1. \$7,533 from the Recreation Capital Assistance Reserve; and
2. \$6,211 as in-kind labour and equipment.

### **VETERAN VOICES OF CANADA/LACOMBE LEGION – FLAGS OF REMEMBRANCE**

With regard to the requests for Lacombe County to sponsor 1) four Plaques of Honor (Veterans Voices request) for a minimum donation of \$250 per plaque and, 2) sponsor the purchase of 128 flag poles at a cost of \$2,250 to \$4,500 (Lacombe Legion request) for the Flags of Remembrance Event the following resolutions received Council approval:

1. *That Lacombe County contribute \$1,700 as per Policy RC(9) County Support of Community Programs, Events & Activities, to the Lacombe Legion for the purchase of flagpoles for the 2021 Flags of Remembrance event, subject to the City of Lacombe contributing in-kind or funding support in at-least an equal amount to the County's support for the event; and*
2. *That the request from Veterans Voices of Canada for Lacombe County to purchase four Flags of Remembrance Plaques of Honour & Flags be received for information.*

### **LAND LEASE – SE 11-41-28 W4M**

With regard to a request from Harvey Prins regarding the reimbursement of taxes paid on the land lease of 7-acres of Lacombe County land located on the SE 11-41-28 W4M the following resolution did not receive the approval of Council:

*That Lacombe County agree to negotiate a refund of property taxes levied between 1999 and 2021 on Tax Roll No. 4128111002.*

### **COMMUNITY PEACE OFFICERS – RCMP TALK GROUPS ACCESS**

By resolution of Council a letter of support will be forwarded to the Government of Alberta and necessary stakeholders to facilitate the implementation and rollout of RCMP talk groups to Community Peace Officers.

### **MINISTER OF INFRASTRUCTURE – “BIG IDEA PROJECTS”**

The Minister of Alberta Infrastructure has requested a list of “Big Idea Projects” from Alberta Constituencies. Council identified a number of project ideas and by resolution directed the County Manager to submit that list by July 20<sup>th</sup> to the Ministers office.

### **APPOINTMENT OF AUDITORS**

Each year, Lacombe County engages the services of an accounting firm to perform its annual external financial audit and prepare the County's financial statements and financial information return. By resolution of Council, the County Manager was directed to prepare a Request for Proposal (RFP) for the retention of an auditor for the 2021 fiscal year for Lacombe County.



WHERE PEOPLE ARE THE KEY

### **PARLBY LAKE DAM**

The County Manager was authorized to enter into a Service Agreement with Kerr Wood Leidal for the undertaking of a Dam Consequence Classification Review of the Parlby Lake Control Structure located in SE 15-40-23 W4M at a total cost of \$21,800 + GST.

### **FUNDING FOR RURAL MUNICIPALITIES/SMALL BUSINESS**

Correspondence received from the Town of Ponoka regarding requesting additional funding from the Province for rural municipalities to allocate to small businesses was received for information.

### **TOWN OF BENTLEY – RC(1) APPLICATION/LETTER OF SUPPORT**

By resolutions of Council, Lacombe County will:

1. provide a letter of support to the Town of Bentley to accompany its Canada Community Revitalization Fund grant application for the Bentley Arena Slab Replacement Project; and
2. commit to fund 25%, up to a maximum of \$360,000, toward the Bentley Area Slab Replacement Project; and furthermore, this contribution will be funded from the County's Recreation Capital Assistance Reserve.

### **BYLAW NO. 1341/21 THIRD READING**

Bylaw No. 1341/21, a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17 to provide for the redesignation of approximately 10.00 acres (4.05 hectares) described as Block 5 Plan 982 4269, Pt. NE 01-41-01 W5M from Recreation "PR" District to Recreational Vehicle Resort "R-RVR" District, having been read a first time and a second time, was read a third time, and finally passed.

### **BYLAW NO. 1346/21 – CIVIL ADDRESSING BYLAW**

Bylaw No. 1346/21, a bylaw of Lacombe County to provide and implement a municipal addressing system was read a first, second and third time and so passed by Council.

### **ROSEDALE VALLY – SPEED LIMIT REVIEW**

Following a survey of the Hamlet of Rosedale Valley community, the County Manager was directed to include a speed limit change in the Speed Control Bylaw for the Hamlet of Rosedale Valley to 30km/h at the next Speed Control Bylaw review.

### **TOWN OF BLACKFALDS – ORDER IN COUNCIL 102/2009 – ANNEXATION OF LAND**

Council reviewed the June 23, 2021 letter from the Town of Blackfalds to Katie Graves regarding her request to extend Lacombe County Tax Rates beyond the 15-year period provided for in Order in Council 102/2009. Council was advised that following the County's receipt of a copy of this letter the Town of Blackfalds CAO acknowledged that the process identified in the letter for considering the Graves' request was not correct, and that such consideration would be made solely by the Town of Blackfalds and without Lacombe County's involvement.

By resolution, Council directed the County Manager to request that the Town of Blackfalds clarify the process for considering the extension of Lacombe County tax rates outlined in Order in Council 102/2009, and advise the Graves' and Lacombe County, by letter, accordingly.

**Next Regular Council Meeting is**  
**Thursday, August 26, 2021 - 9:00 a.m.**

**Next Committee of the Whole Meeting is**  
**Tuesday, October 5, 2021 – 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](http://www.lacombecounty.com)) after approval.**



Town of Bentley  
Council Report  
July 2021  
Mayor Greg Rathjen

Mayor's Report for July

July 13 Regular Council Meeting

July 29 Summer AUMA Meeting in Wetaskiwin

There were several meetings in various locations to cut down the travel

About fifty people attended this one in Person and it was also live streamed to people to participate in as well. We were honored as it began with five indigenous drummers and singers with three songs. Great discussions on future funding, MSI rules and guidelines, police costs and election regulations for fund raising for campaigns. Chief Vernon Saddleback of the Samson and [Chief Randy Ermineskin](#) of the Ermineskin Cree Nation spoke and really shared what the challenges and victories they are experiencing through the discoveries and also the Covid struggles. Samson Cree Nation.



## **Town of Bentley**

**Box 179, 4918 – 50 Avenue  
Bentley, AB T0C 0J0  
403-748-4044 Fax: 403-748-3213**

**[www.townofbentley.ca](http://www.townofbentley.ca)**

### **Report to Council – July, 2021**

- July 13            Regular Council Meeting
- July 17            Represented Bentley at the open house of Parkland Regional Library. I took a tour of the building and was very impressed. There were a lot of people present and majority looked like families.
- July 30            Attended the IDP/ICF Committee meeting at the Lacombe County Office. We reviewed the plan and timelines. Craig Teal presented a powerpoint presentation. Chair and Vice Chair positions were filled by Joan Dickau (chair) and Ken Wigmore (vice).

Joan Dickau





Town of Bentley  
Council Report  
July 2021  
By Cora Knutson

July 13 – Reg Council Mtg.



Town of Bentley  
Council Report  
July 2021  
Councillor Doug Talsma

July - 13 - Regular Council Meeting

July - IDP/ICF Committee Meeting

Doug Talsma



Town of Bentley  
Council Report  
July 2021  
Councillor Neil Maki

July 13 Council meeting

Neil Maki