

#### **AGENDA**

## Bentley Town Council Regular Meeting Tuesday November 8, 2022 6:45pm Regular Meeting

- 1. Call to Order
- 2. Indigenous Acknowledgement

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

- 3. Amendments & Acceptance of Agenda
- 4. Adoption of Previous Minutes:
  - a) Regular Meeting of Council October 25, 2022
  - b) Organizational Meeting of Council October 25, 2022
- 5. Financial:
  - a) Prepaid Cheque Listing Cheques No. 20220804 to 20220839
- 6. New Business
  - a) Lacombe Regional Tourism
    - PowerPoint Presentation 2022 update and 2023 plan
    - Bentley Case Study
    - Lacombe Regional Tourism Financial Statements
    - Tattoos
  - b) Arena Rental Rates 2022 to 2023 Season
- 7. Correspondence
  - a) Council Highlights Lacombe County October 27, 2022
- 8. Other Business
  - a) Town of Bentley / Lacombe County Joint Development Initiative Bentley Southeast Area Structure Plan Notice of Public Open House Reminder
  - b) Notice of Public Land Sale Reminder
- 9. Council Reports
  - a) Mayor Rathjen
  - b) Deputy Mayor Valiquette
  - c) Councillor Eastman
  - d) Councillor Grimsdale
  - e) Councillor Hansen
- 10. Adjournment



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

#### October 25, 2022

#### Date and Place In-Camera 6:00pm to 6:45pm

#### **Regular Meeting**

Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, October 25, 2022, at 6:45 p.m., in the Bentley Municipal Office

#### In Attendance

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

#### **New Business**

**Motion 204/2022** Moved by Deputy Mayor Eastman, "THAT the regular meeting of Mayor and Council be closed to the public at 6:00pm for a discussion regarding:

#### a) In-Camera (6:00pm to 6:45pm)

Discussion regarding Medicine Lodge Ski Hill and potential for Mountain Biking in accordance with the Freedom of Information and Protection of Privacy Act, Division 2, Exceptions to Disclosure, 24(1) Advice from officials. The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal

- (a) Advice, proposals, recommendations, analysis, or policy options developed by or for a public body or a member of the Executive Council,
- (c) Positions, plans, procedures, criteria, or instructions developed for the purpose of contractual or other negotiations on or behalf of the Government of Alberta or a public body, or considerations that relate to those negotiations.

**Motion 205/2022** Moved by Councillor Grimsdale, "THAT the regular meeting of Mayor and Council be resumed in public at 6:45pm

Carried

Call to Order

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

Indigenous

Acknowledgement

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

Read by Mayor Rathjen

#### Agenda

**Motion 206/2022** Moved by Councillor Hansen, "THAT the agenda of the October 25, 2022, regular meeting of council, be amended to add under Other Business – Letters to Danielle Smith and Rebecca Schulz

Carried

**Motion 207/2022** Moved by Councillor Valiquette, "THAT the amended agenda of the October 25, 2022, regular meeting of council, be accepted."

Carried

#### **Previous Minutes**

**Motion 208/2022** Moved by Councillor Grimsdale, "THAT the minutes of the October 11, 2022, Regular Meeting of Council be accepted."

Carried

#### **Financial**

a) Prepaid Cheque Listing Cheques No. 20220732 to 20220803

**Motion 209/2022** Moved by Councillor Valiquette, "THAT Cheque No. 20220732 to 20220803 be received for information."

#### New Business (Cont'd)

 Federal Tourism Relief Fund Grant Application – Medicine Lodge Ski Club / Central Alberta Economic Partnership / Lacombe Tourism and Town of Bentley

**Motion 210/2022** Moved by Councillor Valiquette, "THAT Mayor and Council authorize the CAO to write a letter of support for the Grant application to be submitted by Medicine Lodge Ski Club and CAEP; AND

THAT Mayor and Council approve a maximum contribution of up to \$50,000 to fund the remaining amount required to complete the master plan to be funded from reserves; AND

THAT the CAO be directed to request 50% of the funding of the \$50,000 from Lacombe County to offset the costs of completing the plan."

Carried

#### c) Town of Bentley Branding Project

**Motion 211/2022** Moved by Councillor Grimsdale, "THAT Mayor and Council approve the Bentley brand and graphics as presented and shown in the attached PowerPoint – Branding; AND

THAT Mayor and Council authorize the CAO to continue to work with Unfussy to finalize the development of the marketing strategy and associated marketing collateral to be used to promote Bentley's new brand; AND

THAT upon completion of the marketing strategy and associated marketing collateral to be used to promote Bentley's new brand, that the CAO will bring a report back to Mayor and Council summarizing the marketing strategy."

Carried

#### **Break**

**Motion 212/2022** Moved by Deputy Mayor Eastman, "THAT Mayor and Council take a 5-minute break at 8:01pm."

#### Call to Order

#### Mayor Rathjen resumed the meeting and called it to order at 8:05pm

#### d) Tax Sale (Revised Reserve Bids)

**Motion 213/2022** Moved by Deputy Mayor Eastman, "THAT Mayor and Council hereby amend the reserve bids for the tax sale properties to reflect the cost of removal of buried foundations in 4 of the 5 properties as follows:

Roll No	Lot	Block	Plan	C of T	Reserve Bid
340000	4,5	6	RN32	072 285 155	\$160,560.00
2719000	20	1	1521374	172 051 242	\$ 41,360.00
2720000	21	1	1521374	162 241 881	\$ 54,360.00
2736000	2	2	1521374	172 193 164	\$ 45,540.00
2739000	5	2	1521374	152 086 193 +37	\$ 45,540.00"

Carried

#### e) 2022 to 2024 Audit Services Award

**Motion 214/2022** Moved by Councillor Hansen, "THAT Mayor and Council authorize the Chief Administrative Officer to award RFP QU20223 – Audit Services – Multi Year (2022 to 2024) to RSM Alberta LLP for financial auditing services in accordance with Generally Accepted Accounting Principles and as required by the Municipal Government Act Section 276 to 283."

Carried

#### Correspondence

#### a) November is Fall Prevention Month

**Motion 215/2022** Moved by Councillor Grimsdale, "THAT Mayor Rathjen on behalf of Mayor and Council, proclaim the month of November 2022 to be Senior's Falls Prevention Month in Bentley Alberta."

Carried

#### b) Council Highlights Lacombe County October 13, 2022

**Motion 216/2022** Moved by Deputy Mayor Eastman, "THAT Correspondence item b) be accepted for information."

#### Other Business

 a) Town of Bentley / Lacombe County Joint Development Initiative – Bentley Southeast Area Structure Plan – Notice of Public Open House and CAO Update.

The CAO provided a summary of the status of the ASP and the project. All servicing studies are complete as well as the traffic impact study. Notice has been posted of a public open house to occur on November 16, 2022, to provide information to the public and an opportunity for public to provide feedback. This feedback will be considered in the formation of policy related to the Area Structure Plan.

**Motion 217/2022** Moved by Councillor Valiquette, "That Other Business item a) be accepted as information."

Carried

b) Letter to Danielle Smith and Rebecca Schulz

**Motion 218/2022** Moved by Councillor Hansen, "THAT the CAO be instructed to write a letter on behalf of Mayor and Council to congratulate Danielle Smith and Rebecca Schulz on their new assignments as Premier and Minister of Municipal Affairs."

Adjournment Mayor Rathjen, adjourned the meeting at 8:24 pm

Mayor Greg Rathjen CAO Marc Fortais



#### Bentley Town Council Annual Organizational Meeting October 25, 2022

Date & Place: Minutes of the Organizational Meeting of the Council of the Town of

Bentley, held Tuesday October 25, 2022, at 8:25pm

In Attendance Mayor Greg Rathjen

Deputy Mayor Eastman Councillor Brenda Valiquette Councillor Pam Hansen Councillor Dale Grimsdale

**Call to Order** Mayor Rathjen called the annual organizational meeting to

order at 8:25pm

Amendment and Acceptance of Agenda

**Motion 219/2022** Moved by Deputy Mayor Eastman, "THAT the

Agenda of the October 25, 2022, Organizational Meeting be

accepted."

Carried

Elected Officials
Attendance AUMA

**Motion 220/2022** Moved by Councillor Hansen, "THAT CAO Marc Fortais be directed to amend or rescind the policy and bring back a new policy that takes into consideration an annual

allowance for each Councillor for training to be approved each

year at annual budget meetings."

Carried

Designation of place For the municipal office

**Motion 221/2022** Moved by Councillor Grimsdale, "THAT Mayor and Council declare that the Bentley Municipal Office for the Town of Bentley is located at 4918 50<sup>th</sup> Avenue in Bentley

Alberta."

Carried

#### Nominations and Election of

### Term and Councillor Assignment for Deputy Mayor and signing authority for The Town of Bentley

**Motion 222/2022** Moved by Councillor Valiquette, "THAT each councillor for the Town of Bentley be provided an opportunity to have a term as deputy mayor and be appointed as a signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts held by the Town as follows:

#### October 26, 2022, to January 24, 2023

Councillor Brenda Valiquette will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts - from October 26, 2022, to January 24, 2023, replacing Councillor Eastman who held the prior term.

#### January 25, 2023, to April 25, 2023

Councillor Dale Grimsdale will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts - from January 25, 2023, to April 25, 2023, replacing Councillor Brenda Valiquette who held the prior term.

#### April 26, 2023, to July 11, 2023,

Councillor Pam Hansen will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts – from April 26, 2023, to July 11, 2023, replacing Councillor Dale Grimsdale who held the prior term.

#### July 12, 2023, to October 24, 2023,

Councillor Lenore Eastman will serve as Deputy Mayor and be a designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts – from July 12, 2023, to October 24, 2023, replacing Councillor Pam Hansen who held the prior term.

Carried

### Dates, Times and Location of Regular Meetings

**Motion 223/2022** Moved by Councillor Grimsdale, "THAT the regular meetings of council be held on the second and fourth Tuesday of each month, commencing at 6:45 pm, in the Bentley Municipal Office; AND

THAT summer recess will occur on the 4<sup>th</sup> Tuesday of July and the 2<sup>nd</sup> Tuesday of August; AND

THAT winter recess occur on the 4th Tuesday of December; AND

THAT this schedule remain in effect for the 2023 calendar year, unless otherwise determined by Council."

#### Signing Authorities

Motion 224/2022 Moved by Councillor Valiquette, "THAT the Mayor, Greg Rathjen, or in his absence the Deputy Mayor, "in accordance with the rotational schedule described in motion 222/2022", together with the Chief Administrative Officer, Marc Fortais, or in his absence, Administrative Assistant, Sandra Meredith, be appointed signing authorities for the Town of Bentley, including all accounts held at the Servus Credit Union, further that the Town have its bank account and conduct its banking transactions with Servus Credit Union, Bentley Branch.

Carried

#### Board, Committees, Commission

**Motion 225/2022** Moved by Councillor Valiquette, "THAT Council approve the appointments to the following Boards, Committees and Commissions, and the following service provider positions as follows:

#### A. Bentley District Fire Department Liaison

Primary Brenda Valiquette
Alternate Greg Rathjen

#### B. <u>Lacombe Regional Emergency Management Advisory Committee</u>

Primary Greg Rathjen
Alternate Brenda Valiquette

#### C. Lacombe Regional Fire Protection Advisory Committee

Primary Pam Hansen Alternate Dale Grimsdale

#### D. <u>Lacombe Regional Waste Services Commission</u>

Primary Dale Grimsdale Alternate Lenore Eastman

#### E. <u>Lacombe Foundation</u>

Primary Lenore Eastman Alternate Pam Hansen

#### F. Bentley Municipal Library Board

Primary Pam Hansen
Alternate Dale Grimsdale

#### G. Parkland Regional Library Board

Primary Pam Hansen Alternate Dale Grimsdale

#### H. Central Alberta Economic Partnership (CAEP)

Primary Pam Hansen Alternate Greg Rathjen

Business Representative: Merry Kuchle (Merry's Mercantile)

#### I. Parkland Community Planning Services (PCPS)

Primary Greg Rathjen Alternate Brenda Valiquette

#### J. Parkland Airshed Management Zone Committee (PAMZ)

Primary Dale Grimsdale Alternate Greg Rathjen

#### K. Red Deer River Watershed Alliance (RDRWA)

Primary Pam Hansen Alternate Dale Grimsdale

#### L. Sylvan Lake & Area Urgent Care Community Advisory Committee

Primary Lenore Eastman Secondary Brenda Valiquette

#### M. <u>Municipal Planning Commission (MPC)</u>

All members of Council

#### N. Director and Deputy Director of Emergency Management

Director: Julien Veuger

Deputy Director: Marc Fortais

Back up and alternate Deputy Director: Chris Loov

#### O. Bentley Emergency Management Advisory Committee

All members of Council

Director Julian Veuger
Deputy Director Marc Fortais
Back up and alternate Deputy Director: Chris Loov

Prima Alteri	-	Dale Grimsdale Greg Rathjen	
Q. <u>Medi</u>	<u>icine Lodge Ski</u>	<u>Hill</u>	
Prima Seco CAO	ondary F	Greg Rathjen Pam Hansen Marc Fortais	
R. <u>Tow</u>	n of Bentley/Lac	combe County IDP and ICF Committee	
Prima Seco		Greg Rathjen Brenda Valiquette	
		Carried	
Appointment Aud	ditor		
		<b>D21</b> Moved by Councillor Hansen, "THAT countants, be appointed as the Independen ear End."	
		Carried	
Appointment Ass	sessor		
	Motion 227/20 Assessment So the 2022 taxati	ervices – Kevin Bohiken, be appointed as	
		Carried	
Adjournment	<b>Motion 228/20</b> organizational	<b>D20</b> Moved by Councillor Eastman, "THA meeting of council be adjourned at 9:08pn	
		Carried	
Mayor Greg Rathjen	1	Marc Fortais	

P. Bentley School Parent Advisory Council



### **TOWN OF BENTLEY**

### **Cheque Listing For Council**

Page 1 of 2

2022-Nov-2 12:46:03PM

Cheque	Cheque # Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220804		CARSON, BARBARA J				
20220805	2022-10-31	JENSEN, DARREN J				
20220806	2022-10-31	MEREDITH, SANDRA L				
20220807	2022-10-31	GIBSON, COLE C				
20220808	2022-10-31	DENNEHY, NATHAN				
20220809	2022-10-31	GREAVES, LORYANNE				
20220810	2022-10-31	FORTAIS, MARC C				
20220811	2022-10-31	KIKSTRA, ROBERT B				
20220812	2022-10-31	LOOV, CHRISTOPHER D				
20220813	2022-10-27	MCLAREN, CAROLYN	158	PAYMENT FAMILY PROGRAMMING FOR OC	300.00	300.00
20220814	2022-10-27	RECEIVER GENERAL	31102022 Oct31.2022	PAYMENT REDUCED EMPLOYMENT INSUR REGULAR EMPLOYMENT INSUR	15,595.00 516.75	16,111.75
20220815	2022-10-27	STANTEC CONSULTING LTD.	1695912	PAYMENT ARENA ASSESSMENT & ENGINE	5,775.01	5,775.01
20220816	2022-10-27	SYLVAN LAKE SUMMER HOCKEY CAMP LTD	31Oct2022	PAYMENT OCTOBER ARENA CONTRACT PA	10,500.00	10,500.00
20220817	2022-10-27	PURE N' SIMPLE	26102022	PAYMENT LUNCH FOR EMERGENCY EXER	240.00	240.00
20220818	2022-10-28	BENTLEY COMMUNITY HALL		Replacement Cheque Replacement Cheque	300.00	300.00
20220819	2022-11-01	HOLDEN, KARI	31102022 Oct312022	PAYMENT OCTOBER JANITORIAL FOR BEN OCTOBER JANITORIAL FOR TOV	225.00 315.00	540.00
20220820	2022-11-02	TCHIR; JUDY	202211021	PAYMENT CREDIT BALANCE PAID	500.00	500.00
20220821	2022-11-02	CALMONT EQUIPMENT LTD	P15288	PAYMENT BOBCAT FALL MAINTENANCE	452.67	452.67
20220822	2022-11-02	CARSON, BARB	01112022	PAYMENT REIMBURSEMENT MILEAGE & S/	169.09	169.09
20220823	2022-11-02	CLEARTECH INDUSTRIES INC.	50451	PAYMENT WATER CHEMICALS & FREIGHT	317.79	317.79
20220824	2022-11-02	E C & M ELECTRIC NORTHERN LTD.	123785	PAYMENT WATER - ONSITE ANNUAL INSPE	630.00	630.00
20220825	2022-11-02	? GREAVES, LORYANNE	05102022	PAYMENT VACUUM FILTERS FOR OFFICE	18.89	18.89
20220826	2022-11-02	GREGG DISTRIBUTORS LP	059-493027	PAYMENT P.W. SHOP & GARBAGE SUPPLIE	210.42	210.42
20220827	2022-11-02	2 INNOV8, DIGITAL SOLUTIONS INC.	IN372208	PAYMENT OFFICE PHOTOCOPIER FOR OC	896.44	896.44
20220828	2022-11-02	2 KAIZEN LAB INC.	INV0081876 INV0082359	PAYMENT LAGOON SAMPLES LAGOON SAMPLES	764.57 403.96	1,168.53
20220829	2022-11-02	2 MY TECH ONSITE	INV 2139 INV 2154	PAYMENT ANNUAL MICROSOFT 365 BUSIN UPS BATTERY BACKUP PRO FOI	2,898.00 303.19	3,201.19
20220830	2022-11-02	2 RED DEER OVERDOOR		PAYMENT		391.60



### **TOWN OF BENTLEY**

### **Cheque Listing For Council**

Page 2 of 2

2022-Nov-2 12:46:03PM

Cheque	Cheque # Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220830		RED DEER OVERDOOR	29619	P.W. SHOP DOORS MAINTENANG	391.60	391.60
20220831	2022-11-02	RIMBEY EXPRESS	2461	PAYMENT WATER SAMPLES & RETURNS F	112.50	112.50
20220832	2022-11-02	RUTTAN MECHANICAL	INV-0645	PAYMENT OFFICE HOT WATER TANK REPL	2,835.00	2,835.00
20220833	2022-11-02	SHAW CABLE	21102022 23102022	PAYMENT FCSS INTERNET PW SHOP INTERNET	124.95 73.50	198.45
20220834	2022-11-02	TAXERVICE	10312022	PAYMENT TAXERVICE PAYMENT FOR OCTO	2,110.50	2,110.50
20220835	2022-11-02	WASTE CONNECTIONS OF CANADA INC.	7425-000024722	PAYMENT COMMERCIAL WASTE PICK UP	1,107.35	1,107.35
20220836	2022-11-02	WASTE MANAGEMENT	1148985-0613-3	PAYMENT RECYCLING	5,906.32	5,906.32
20220837	2022-11-02	WILD ROSE ASSESSMENT SERVICES	8794	PAYMENT PROGRESS PAYMENT FOR NOV	1,330.88	1,330.88
20220838	2022-11-02	SUNBELT RENTALS OF CANADA INC.	75051540-0001	PAYMENT ARENA FLOOR BUFFER RENTAL	160.20	160.20
20220839	2022-11-02	TLC VENTURES	406	PAYMENT HANDHELD LAB METERS & ANAI	918.75	918.75

Total 74,842.40

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



Lacombe Regional Tourism 2022 Activity Report

Presented By Merry Kuchle and Austin Weaver



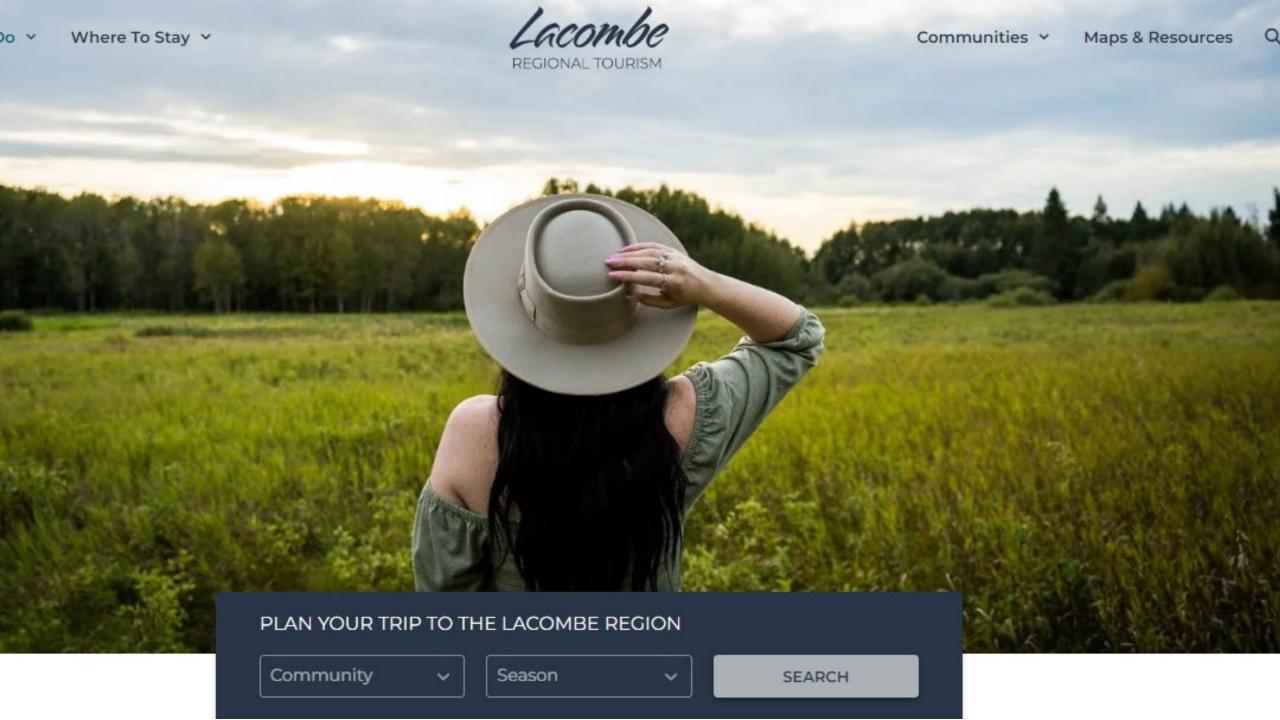
## Overview

- 2022 Where We've Been
- 2023 Where We're Going
- Understanding the Funding
- Questions





2022 — Rebrand







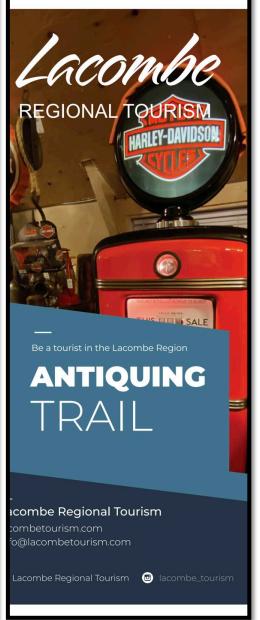
## 2022 – Where We've Been

- Austin Weaver Executive
   Director Full Time
- Viridiana Blignaut Marketing Coordinator – 8 month CO-OP student
- Stuart Reece Content Creator –
   1 year part-time contract

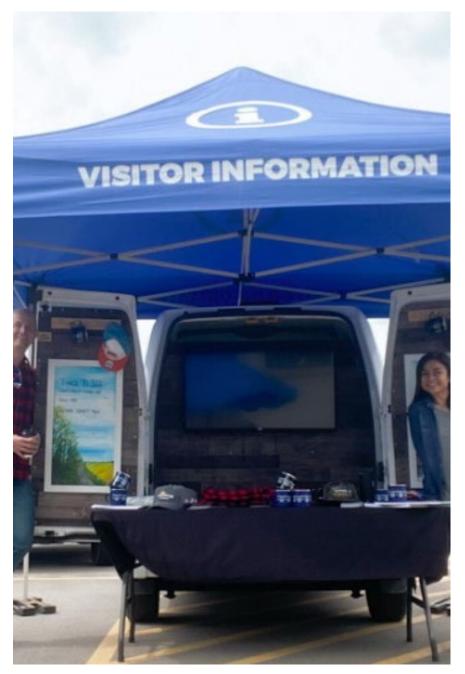








# 2022 Itineraries





2022 – Mobile Visitor Centre

## 2022 – Family Fun Canada





CALENDAR

**EVENTS** 

PLACES

**LESSONS & CAMPS** 

TDA

Road Trips, Memories and Family Fun in Lacombe



## 2022 — Play Outside Guide



At bright and cheery Milly Oak Café and Catering, the first thing we notice are decadent desserts in the pastry cabinet. Sufficiently motivated, we quickly decide on a bison skillet, Cubano sandwich with Caesar salad, and BLT with watermelon salad. Everything is fresh and flavorful, with a focus on local ingredients. Portions are generous, so we don't really need dessert, but the girls can't resist a worms and dirt brownie (brownie topped with gummy worms) and caramel cinnamon bun. The smiles on their faces tell me the treats are as good as they look.



In the afternoon, we visit the Truth and Reconciliation Exhibit 3 & 4. Blacksmith Shop Museum 5 & 6. Michener House.

In the afternoon, we visit the Truth and Reconciliation exhibit at the Lacombe Flatiron.

Museum in the distinctive Flatiron Building. Art has been contributed from schools across. Canada and guests are encouraged to complete a card with what truth and reconciliation means to them. Admission is free, and rotating exhibits ensure there is always something interesting to see. Donations are welcome, however, and you can support the Lacombe.

Museum & Archives (including the Flatiron Museum, Michener House, and Blacksmith Shop Museum) by purchasing from the gift shop. I'm partial to the sassy greeting cards with

2022 – Off Track Travel



The small Central Alberta city of Lacombe is a happening place, with plenty of outdoor recreation opportunities, a busy events calendar, a growing foodie scene and the prettiest downtown area are and

Find our top picks for the best things to do in Lacombe in our brand new blog post here >>. https://offtracktravel.ca/things-to-do-lacombe-alberta/ <<

Featuring Blindman Brewing, Milly Oak Café and Catering, Oodles of Chocolates, Ellis Bird Farm, Ltd. - Lacombe AB, Cilantro and ... See more



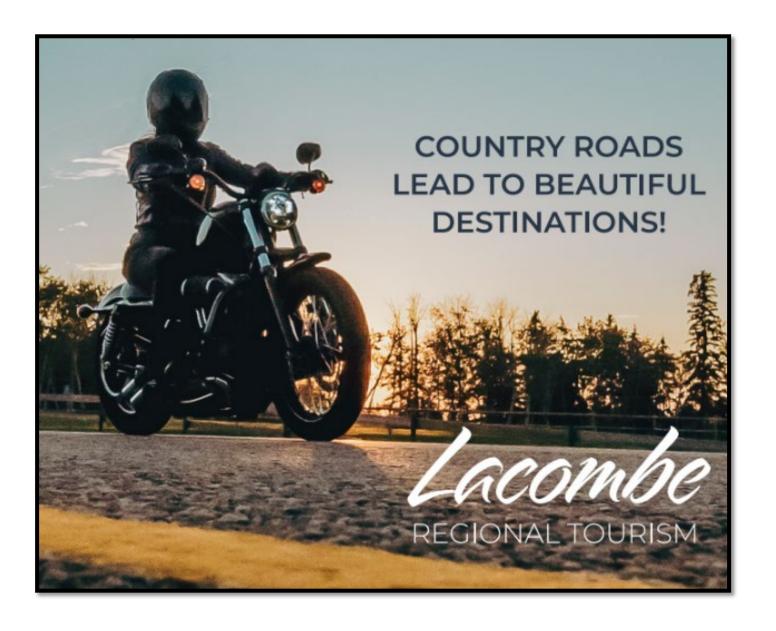








2022 – Inside Motorcycle Magazine



2022 – Outside Magazine



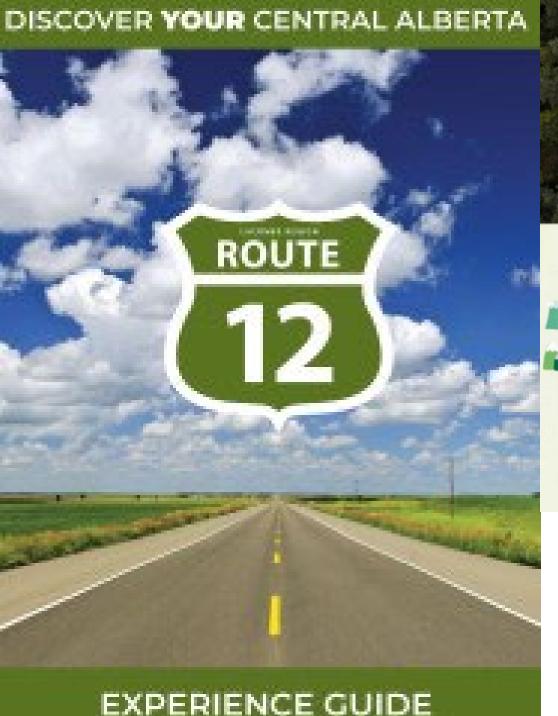
2022 – Sport Tourism Canada



2023 – Where We're Going



2023 Calgary Outdoor Adventure Show





2023 — Route 12 Guide Launch



About V

The Games V

Sports V

Teams ~

Athletes

Results



Ne



2023 – Research into hosting Canada Games





# Understanding the Funding

Community	Funding provided in 2022	Funding Asked for 2023
City of Lacombe	\$61,556	\$64,663.80
Lacombe County	\$53,156	\$64,663.80
Town of Blackfalds	\$400	\$12,000
Town of Bentley	\$4,500	\$5,336.1
Village of Clive	\$400	\$3,539
Village of Alix	\$400	\$3,633
Total	\$120,412	\$153,835.7
	Population x \$4.95	





We ask that the Town of Bentley increase its funding of Lacombe Regional Tourism from \$4,500 to

\$ 5,336 continue to support our organizations growth





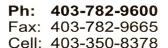
#### **RE: Town of Bentley**

In 2021 the Town of Bentley voted in favor of shifting their membership contribution to the Lacombe Regional Tourism Association from \$400 to the new per capita amount of \$4,500 for 2022 to 2023. The following chart below shows the value of this additional expenditure returned or service the Lacombe Regional Tourism Association brought to the Town of Bentley.

Bentley in 2021 - \$400	Bentley in 2022 - \$4,500	Value
Community Profile	Community Profile	Raised brand awareness through our rebuilt website - \$10,000 project
Social Media Engagement	Social Media Engagement	Access to a growing following of an engaged visitors - \$1,500 training program
Brochure Distribution	Brochure Distribution	Direct access to external markets to attract people to Lacombe County
Sales Leads and referrals	Business Leads and Referrals	Business connections and resources are shared for the betterment of Bentley
	Representation on the Board	Bentley concerns, challenges and issues are talked about at the board level
	Included in Grants – as applicable	Event Support for Bentley Rodeo through Travel Alberta - \$3,000
	Media Visits	Visit from travel writer Karen Ung - \$1,600
	Video and Photo creation	Inclusion in Calin Chales Media Collection - \$7,000
	Community Involvement	<ul> <li>In the Community engaging with businesses 2 to 3 times a week</li> <li>Participating in local events</li> </ul>
	Inclusion in Destination Development talks and projects	<ul> <li>Brick Sculpture project</li> <li>Resources shared for Culture and Harvest Festival</li> </ul>

	<ul> <li>Business leads shared as applicable</li> <li>Letters of support for Mountain Bike Trail Development</li> <li>Representation for Travel Alberta Destination Development talks offered</li> </ul>
Inclusion of marketing materials	Print Itineraries
0 111	2023 Visitor Guide -     \$10,000 print project

# LACOMBE REGIONAL TOURISM AND MARKETING ASSOCIATION Financial Statements Year Ended December 31, 2021





gpolcga@telus.net | 5014 - 50th Avenue | Lacombe, AB T4L 2L1

#### **COMPILATION ENGAGEMENT REPORT**

On the basis of information provided by management, I have compiled the statement of financial position of Lacombe Regional Tourism and Marketing Association as at December 31, 2021 and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial statements.

Management is responsible for the accompanying financial statements, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

I have not performed an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Lacombe, Alberta March 28, 2022

Garth Pol Professional Corporation Chartered Professional Accountant

# Statement of Financial Position December 31, 2021

	2021	2020
ASSETS		
CURRENT Cash Accounts receivable Inventory Goods and services tax recoverable	\$ 100,308 8,505 624 3,587	\$ 78,494 4,325 - 1,177
	\$ 113,024	\$ 83,996
LIABILITIES AND NET	ASSETS	
CURRENT Accounts payable and accrued liabilities Short term debt Deferred Revenue	\$ 21,925 40,000 ————————————————————————————————	\$ 2,240 40,000 1,188
	61,925	43,428
NET ASSETS	51,099	40,568
	\$ 113,024	\$ 83,996

Reviewed and Approved by:

Director - Dated March 28, 2022

# Statement of Revenues and Expenditures Year Ended December 31, 2021

	2021	2020
REVENUES		
City of Lacombe Grant	\$ 55,960	\$ 50,960
Lacombe County Grant	44,976	53,666
Light Up the Night Grant	34,450	28,550
Other Grants	20,000	4,000
Culture Days Grant	14,600	24,500
TA Partnership Marketing Program	12,500	, -
Summer Student Grant	9,406	9,159
Canada Days Grant	8,000	8,500
Publication Revenue	3,916	11,974
Memberships	3,525	9,885
Corporate Donations	3,000	8,000
Retail Sales	219	· <u>-</u>
	210,552	209,194
EXPENDITURES (Schedule 1)	200,021	194,313
EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	10,531	14,881
OTHER INCOME Interest income		30
EXCESS OF REVENUES OVER EXPENDITURES	\$ 10,531	\$ 14,911

# Statement of Changes in Net Assets Year Ended December 31, 2021

	2021	2020
NET ASSETS - BEGINNING OF YEAR EXCESS OF REVENUES OVER EXPENDITURES	\$ 40,568 10,531	\$ 25,657 14,911
NET ASSETS - END OF YEAR	\$ 51,099	\$ 40,568

# Notes to Financial Statements Year Ended December 31, 2021

(Unaudited - See Notice To Reader)

#### 1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Lacombe Regional Tourism and Marketing Association as at December 31, 2021 and the statements of revenues and expenditures and changes in net assets for the year then ended is Canadian accounting standards for not-for-profit organizations.

# **Expenditures**

(Schedule 1)

# Year Ended December 31, 2021

	2021	2020
Promotion:		
Publication production and delivery	6,527	9,594
Advertising and promotion	1,955	8,559
Website	1,856	1,213
Trade show	-	118
TA Partnership Marketing Program	15,176	-
Events Production:		
Light up the NIght	34,656	25,465
Harvest Festival / Events	22,086	28,804
Canada Day	4,187	10,091
Toursim Development:	_	_
Strategic Planning	7,460	-
General and Administrative Expenses:		
Salaries & Contracted services	88,458	88,901
Memberships	5,000	5,000
Accounting fees	2,603	2,131
Office	2,501	821
Rental	1,771	910
Insurance	1,667	884
Interest and bank charges	970	1,420
Repairs and maintenance	878	1,326
Motor vehicle expenses	741	1,998
Telephone	475	1,343
Bad debts	450	-
Recognition	253	123
Supplies	210	76
Professional development	100	603
Mileage	41	525
Equipment	-	4,405
Cash over short		3
	\$ 200,021	\$ 194,313









Agenda Date: Nov 8, 2022

Agenda Item: New Business: Arena Rental Rates 2022 & 2023 Season

#### **ADMINISTRATIVE RECOMMENDATIONS**

THAT Mayor and Council Authorize the CAO Marc Fortais to freeze arena rental rates for the 2022 to 2023 season to the same rates charged for the 2021 to 2022 season.

#### **SUMMARY & BACKGROUND**

Policy 53/2015 establishes the Arena Rental Rates for each year and provides guidance to increase this amount by the Alberta consumer price index average of the previous 12 months. Administration is recommending that the arena rental fees for the 2022 to 2023 season continue to be frozen at the previous season rates.

As per the previous year, the following were the established rental rates for the 2021 to 2022 season:

• The rates are frozen at the last increase which occurred in 2019 and was based on the average of annual (Alberta) consumer price index – June 1, 2018, to May 31, 2019, 2.1%

0	Bentley Minor Hockey	\$124.02 per hour
0	Bentley Figure Skating	\$124.02 per hour
0	Seasonal Adult Groups/Teams	\$168.33 per hour
0	Non-local Youth Group/Teams	\$150.64 per hour
0	Non-seasonal Adult Groups/Teams	\$186.23 per hour
0	Tournaments	same rates as above for each group
0	Bentley School – Phys Ed Seasonal	
	Flat Rate for Weekday Rentals	\$1,457.85 school term
0	Bentley School – Hockey Academy	
	(Weekday rentals)	\$57.09 per hour
0	Local Family or other local group	
	<ul> <li>Occasional ice rentals</li> </ul>	same as rate for seasonal adult group
0	Non-Local Family or other group	
	<ul> <li>Occasional ice rentals</li> </ul>	same as non-seasonal adult groups

Administration also conducted a review of ice rental rates in other community facilities in 2020 within the area. (Attachment 1). Bentley's rental rates are competitive within the region and administration feels that they are fair and reasonable based on the review that was undertaken.

#### **BUDGET AND FINANCIAL CONSIDERATIONS**

- Annual Revenue Budgeted for 2022 was \$180,000 this was based on no increased ice rental
  fees. Current actuals to the end of October, are \$81,122.56. It should be noted that many
  rentals occur throughout November and December, and we anticipate revenues will be slightly
  less than what was budgeted by end of year around \$160,000 based on year-to-date utilization
  and anticipated usage to end of year.
- It is anticipated that ice time will be fully allocated if facilities are able to operate within the winter months.

#### RATIONALE FOR RECOMMENDATION

- COVID-19 has impacted everyone and has the potential to continue to do so, freezing ice rental rates supports affordable recreation opportunities during this challenging time.
- Upon review of Bentley Ice Rental Fees, we are in alignment with some communities in Central Alberta and administration feels that fees are reasonable.

#### **ATTACHMENTS**

1. Comparison of Ice Rental Rates Other Communiti	es 2020	
	Marc Fortais CAO	

#### **Comparison of Ice Rental Rates Other Communities**

	Community																
Rate Classification		Alix	]	Bentley	Bl	ackfalds	C	ity of Lacombe	Lacombe Clive Eckville			Eckville	R	Rimbey		Sylvan Lake	
Minor Hockey	\$	75.00	\$	124.02	\$	140.25			\$	85.00	\$	125.00					
Out of Town Minor Hockey	\$	90.00															
Figure Skating	\$	75.00	\$	124.02					\$	85.00	\$	125.00					
Local Minor Sports					\$	165.00	\$	101.00									
Local Youth			\$	150.64	\$	165.00	\$	127.00					\$	95.00			
Local Youth Prime Time															\$	102.11	
Local Youth Non Prime Time															\$	60.87	
Local Adult					\$	165.00	\$	154.00	\$	135.00	\$	140.00	\$	135.00			
Local Adult Prime Time															\$	170.12	
Local Adult Non Prime Time															\$	101.45	
Local Senior	\$	90.00															
Local Family/Other Local Grp (occassional)			\$	168.33													
Seasonal Adult Teams			\$	168.33													
Non Seasonal Adult Teams			\$	186.23													
Non-Local Youth			\$	150.64	\$	198.00	\$	154.00	\$	120.00			\$	115.00			
Non Local Youth Prime Time															\$	204.17	
Non Local Youth Non Prime Time															\$	121.75	
Non-Local Adult					\$	198.00	\$	186.00	\$	120.00			\$	145.00			
Non Local Adult Prime Time															\$	204.17	
Non Local Adult Non Prime Time															\$	121.75	
Non Local Family or Other Grp (occassional)			\$	186.23													
Non Local Senior	\$	100.00															
Non Local Hockey	\$	100.00															
School Joint Use Rate							\$	10.00									
School Non-Joint Use Rate							\$	50.00									
School Rate	\$	45.00															
Bentley School Phys Ed Flat Rate (per annum)			\$	1,475.85													
Bentley School Hockey Academy			\$	57.09													
Tour Special Event Rate							\$	127.00									
Tournament Rates (Adult/Junior B)													\$	110.00			
One Time Private Rentals	\$	100.00							\$	135.00							
Summer Ice							\$	184.00									



#### HIGHLIGHTS OF THE REGULAR COUNCIL MEETING October 27, 2022

#### BYLAW NO. 1369/22 - CONSIDERATION OF THIRD READING

A public hearing was held for Bylaw No. 1369/22 on October 13, 2022. Bylaw No. 1369/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to list a special discretionary use of a "recovery centre" on the  $W\frac{1}{2}$  Pt. SW 16-39-01 W5M.

Bylaw No. 1369/22 having been read a first and second time was given third reading and finally passed.

#### **COMMITTEE OF THE WHOLE**

The following recommendations from the Committee of the Whole meeting held on October 4, 2022 received the approval of Council:

- That the County Manager be directed to prepare a report regarding the paving of Range Road 2-4; and further, that this report be presented at a future meeting.
- That the presentation on the Alberta Invasive Species Council Resources and Programs be received for information.
- That the County Manager be directed to invite Tammy Spink, Manager, Peace Officer & Security Services Program for the Province of Alberta to provide a presentation to County Council with regard to Community Peace Officer safety at a future Committee of the Whole meeting; and further, that the discussion on issues regarding Lacombe County Community Peace Officers be received for information.
- That the presentation on the Lacombe County Municipal Development Plan be received for information.
- That the County Manager be directed to invite representatives from 143 Health Care Consulting to attend a future Committee of the Whole meeting.
- That the Municipal Affairs Bulletin regarding the Recall of Municipal Councillors be received for information.
- That the County continue with recognition of volunteers in the County News and on social media in April on a yearly basis; and further, that certain groups be recognized each year i.e., hall boards, arena boards, coaches, volunteer firefighters, etc. and that this initiative be referred to the Public Relations Committee for finalization.
- That a notice be placed in the County News encouraging ratepayers to submit photos of beautiful yards, their own or neighbors', for posting in the County News.
- That the resolutions to be presented at the Central Rural Municipal Association's October 7, 2022 meeting be received for information.
- That the County Manager be directed to advertise the Queen Elizabeth Platinum Jubilee Awards requesting nominations from the public. This recommendation did not receive approval as it was determined that submissions from the public could not be made.

#### **POGADL - TAX CANCELLATION REQUEST**

A motion that Lacombe County cancel the \$83.17 late payment penalty levied on tax account #4103342002 did not receive Council approval.

#### **LEIER/PUNTER - TAX CANCELLATION REQUEST**

A motion that Lacombe County cancel the \$ 158.82 late payment penalty levied on tax account #4028294204 did not receive Council approval.

#### **ROETTGER - TAX CANCELLATION REQUEST**

A motion that Lacombe County cancel the \$ 61.18 late payment penalty levied on tax account #4102032002 did not receive Council approval.



WHERE PEOPLE ARE THE KEY

#### **DOW CHEMICALS - TAX CANCELLATION REQUEST**

A motion that Lacombe County cancel the \$ 108,289.08 late payment penalty levied on property owned by Dow Chemicals did not receive Council approval.

#### **RMA RESOLUTIONS**

The resolutions to be presented for consideration at the Rural Municipal Association's Conference were reviewed and received for information.

#### STARS AIR AMBULANCE - FUNDING REQUEST

A funding request from STARS Air Ambulance for a \$ 2.00 per capita contribution annually for 2023, 2024 and 2025 was approved.

#### LACOMBE REGIONAL TOURISM

Representatives of Lacombe Regional Tourism provided a presentation on the 2022 and 2023 activities and initiatives of Lacombe Regional Tourism. A report regarding the annual funding request from Lacombe Regional Tourism will be presented at a future meeting.

#### MIRROR COMMUNITY NETWORK - TRAIL PROPOSAL

Representatives of the Mirror Community Network provided a presentation on the Mirror Trail Proposal. A report with regard to the request from the Mirror Community Network for assistance with the Mirror Walking Trail Project will be presented at a future Council meeting.

Next Regular Council Meeting is Thursday, November 14, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is November 29, 2022 – 9:00 a.m.

**Lacombe County Administration Building** 

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

# OPEN HOUSE AND MEETING BENTLEY-LACOMBE COUNTY JOINT DEVELOPMENT INITIATIVE

The Town of Bentley and Lacombe County are working together to encourage commercial and industrial growth opportunities in Section 23-40-1-W5M at the southeast corner of the Town of Bentley. The Project is called the "Bentley-Lacombe County Joint Development Initiative."

The Project aims to prepare lands for future development by addressing several key questions around expectations and opportunities. It seeks to provide critical information needed by potential investors who may be interested in establishing a business in Central Alberta and specifically the area near Bentley. This includes:

- Detailed plans for the types of land use that may be possible;
- Patterns of land use and future road connections; and
- Opportunities to access to municipal water and wastewater services.

A key output will be the creation of an area structure plan for Section 23. The Project also involves adjusting the Town boundaries to add commercial and industrial lands to the Town and cost and revenue sharing arrangements between the Town and County.

On Wednesday, November 16, 2022, we will be hosting an open house and meeting about the Project. You are welcome to attend!

A draft land use concept for Section 23 will be available along with background information. Your input will help us make key decisions for the next steps of the Project which includes the preparation of the draft area structure plan.

The open house will run from 4:00 pm to 8:00 pm. Display boards will be available for viewing and planning staff will be available to answer questions and discuss the Project with you. The timing is flexible and you are welcome to attend when convenient for your personal schedule.

A brief presentation will be given by planning staff at 6:30 pm. This will be followed by an opportunity for questions and discussion.

Where: Bentley Community Hall, 4821 50 Street, Bentley

When: Wednesday, November 16, 2022

4:00 – 8:00 pm for open house and viewing of display boards

6:30 pm for presentation

For more information about the Project please visit <u>www.townofbentley.ca</u> and click on <u>www.townofbentley.ca</u> and click on <u>www.townofbentley.ca</u>

Flootman, RPP MCIP, Project Lead at 403-343-3394. Comments can be submitted using the form available on either website.



#### Public Sale of Land (Municipal Government Act) Town of Bentley

Notice is hereby given that, under the provisions of the Municipal Government Act, the Town of Bentley will offer for sale, by public auction, in the Town Office, 4918 - 50th Avenue, Bentley, Alberta on Thursday November 10, 2022, at 2:00 p.m., the following parcels:

#### **Land Parcels**

Roll No	Lot	Block	Plan	C of T	Reserve Bid
340000	4,5	6	RN32	072 285 155	\$160,560.00
2719000	20	1	1521374	172 051 242	\$41,360.00
2720000	21	1	1521374	162 241 881	\$54,360.00
2736000	2	2	1521374	172 193 164	\$45,540.00
2739000	5	2	1521374	152 086 193 +37	\$45,540.00

- 1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
- 2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
- 3. The lands are being offered for sale on an "as is, where is" basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
- 4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
- 5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
- 6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
- 7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
  - a. The full purchase price if it is \$10,000 or less; OR
  - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.

(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)

- 8. GST will be collected on all properties subject to GST.
- 9. The risk of the property lies with the purchaser immediately following the auction.
- 10. The purchaser is responsible for obtaining vacant possession.
- 11. The purchaser will be responsible for registration of the transfer including registration fees.
- 12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
- 13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
- 14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.

Dated at Bentley, Alberta, August 23, 2022.

Managed by: TAXervice

Marc Fortais, *Chief Administrative Officer*Town of Bentley



#### **Greg Rathjen**

- Very Busy Council Meetings with many items being moved forward on. Information is available on-line in the minutes regarding all topics and motions.
- Oct 11 Council Meeting
  - o Fortis Franchise Fee Delegation Fortis Alberta Kayla Law
  - o In-Camera discussion regarding Branding concepts
  - o Detailed Council Reports
- Oct 25 Council Meeting / Organizational Meeting
  - 6:00 PM In-Camera (6:00pm to 6:45pm) discussion regarding Medicine Lodge Ski Hill
  - Regular Council Meeting; Federal Tourism Relief Fund Grant Application Medicine Lodge Ski Club / Central Alberta Economic Partnership / Lacombe Tourism/Town of Bentley
  - We had the organizational annual meeting including Deputy Mayor will rotate to threemonth terms for each councillor
- Oct 26 observed Bentley ICO Activation/LREMP FIELD EXERCISE



#### **Brenda Valiquette**

- Oct.11th, regular meeting
- Oct.25th, regular meeting with the revelation of our new unfussy kaleidoscope of come to Bentley to be, it's exciting, and hopeful, and I hope everyone enjoys it as much as I do. So excited,
- Oct 25<sup>th</sup> Organizational Meeting of Council



#### **Lenore Eastman**

- Oct. 4 Regular Council Meeting
- Oct. 12 Lacombe Regional Waste Services Meeting
  - o Budget review
- Oct. 25 Regular Council Meeting
- Oct 25 Organizational Meeting of Council



#### **Dale Grimsdale**

- Oct 3 Parent Advisory Committee Meeting
- Oct. 4 Regular Council Meeting
- Oct. 25 Regular Council Meeting.
- Oct 25 Organizational Meeting of Council



# Pam Hansen

- Oct. 4 Regular Council Meeting
- Oct. 25 Regular Council Meeting
- Oct 25 Organizational Meeting of Council