



AGENDA
Bentley Town Council Regular Meeting
Tuesday May 10, 2022
6:45 pm

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 April 12, 2022**

5. Financial:

- a) **Prepaid Cheque Listing – Cheques No. 20220250 to 20220319**
- b) **Cheque Listing for Mayor and Council**

6. New Business

- a) **Q1 Financial Reporting and Goals Update**
- b) **Wayfinding and Directional Signage Hwy 12 & 20 Official Survey Results and Project Update**
- c) **Seniors Week June 6 to June 12, 2022, and Proclamation for World Elder Abuse Awareness Day**

7. Correspondence

- a) **Lacombe County Council Highlights April 14, 2022**
- b) **Lacombe County Council Highlights April 28, 2022**

8. Other Business

9. Council Reports

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

10. Adjournment



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

April 12, 2022

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, April 12, 2022, at 6:45 p.m., in the Bentley Municipal Office

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

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

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

Read by Mayor Rathjen

Agenda

Motion 77/2022 Moved by Councillor Hansen, "THAT the agenda of the April 12, 2022, Regular Meeting of Council be amended to include the following items under Other Business:

a) MLA & MP meeting to be scheduled

b) Change from Deputy Mayor Dale Grimsdale to Deputy Mayor Hansen; AND

THAT an item also be added as new business to discuss and potentially fund a request from the Bentley High School Drama Club to support their upcoming play production."

Carried

Motion 78/2022 Moved by Deputy Mayor Grimsdale “THAT the amended agenda, of the April 12, 2022, Regular Meeting of Council be accepted.”

Carried

Previous Minutes

Motion 79/2022 Moved by Councillor Hansen, “THAT the minutes of the April 12, 2022, Regular Meeting of Council be confirmed.”

Carried

Financial

Prepaid Cheque Listing Cheques No. 20220196 to 20220249

Motion 80/2022 Moved by Deputy Mayor Grimsdale, “THAT the Prepaid Cheque Listing – Cheques No 20220196 to 20220249, “excluding cheque number 20220247, be received for information.” (It should be noted that cheque number 20220247 was excluded due to Deputy Mayor Grimsdale, declaring a potential conflict of interest)

Carried

Motion 81/2022 Moved by Councillor Hansen, “THAT Cheque No 20220247 be received for information.” (It should be noted that Deputy Mayor Grimsdale did not vote on this motion)

Carried

New Business

a) Oxford Building Condition Assessment and Recommendation

- Mayor Rathjen asked residents attending the meeting if anyone wished to speak to council, given the serious nature of the topic and the significant attendance at the council meeting
- Two residents registered to speak once administrations presentation was concluded. Ms. Wilson and Ms. Potter.
- CAO Marc Fortais provided a summary of the topic and finding for discussion and the history on how we arrived at this point today.
- Carma Homes, MBA, P. Eng., LEED AP presented the findings of the Oxford School Condition Assessment
- Ms. Wilson and Ms. Potter both spoke to their concerns regarding losing this heritage building, but that they also understood the safety concerns

- Mayor and Council discussed the topic at length and Councillor Hansen wished to make a motion, prior to conclusion of questions from the presenters.
- Mayor Rathjen stated we are not at that point yet
- Subsequently after, the chair Mayor Rathjen asked is there were any further questions from the Presenters? There were none
- Mayor Rathjen stated that he would like to proceed to make a motion and began stating a motion.
- Councillor Hansen called point of order, stating that she had indicated she wished to make a motion first.
- **Mayor Rathjen called a short recess to review legislative procedure and return with proper process (Time 7:35pm)**
- **The meeting resumed at 7:43pm** with the mayor calling the meeting to order. Mayor Rathjen withdrew his motion and allowed Councillor Hansen to proceed with her motion.

Motion 82/2022 Moved by Councillor Hansen, "THAT the Oxford School Building be closed to all public access, due to the significant safety concerns; AND

THAT all utilities be shut off and the building is to be checked weekly; AND

THAT a decision regarding demolishing the building will be made in the Fall once a public information session has been held."

Carried

Motion 83/2022 Moved by Councillor Eastman to take a 10-minute recess. (Time 7:57pm)

Carried

The Council Meeting resumed at 8:07pm

b) Disposal of Street Sweeper and Dodge Dakota and Contracting Sweeping Services

Motion 84/2022 Moved by Councillor Valiquette, "THAT Mayor and Council authorize administration to dispose of the 1980 M-8 Twin Engine Street Sweeper Model 2TE4 for fair market value; AND

THAT Mayor and Council authorize administration to dispose of the 1996 Dodge Dakota ½ Ton for fair market value; AND

THAT the proceeds from the sale of both vehicles be placed in the Public Works Reserve to be utilized for the purchase of equipment for Public Works; AND

THAT administration proceed to contract out sweeping services for the Town of Bentley.”

Carried

c) Purchase of Used Tool Cat to support Public Works Operations

Motion 85/2022 Moved by Deputy Mayor Grimsdale, “THAT Mayor and Council authorize CAO Marc Fortais to find an acquire a good used tool cat for a purchase price of no more than \$65,000; AND

THAT the purchase of a tool cat is to be funded from any operational surpluses at year end or in the event there are no operational surpluses at year end, the purchase is to be funded by the Public Works Reserve; AND

THAT when a tool cat is acquired, the CAO will report back to Mayor and Council regarding a successful purchase and acquisition.”

Carried

d) Request for funding support Bentley School Junior High Drama Club to support their play production titled “The Super Non-Heroes.”

Motion 86//2022 Moved by Councillor Eastman, “THAT a donation of \$1,000 be provided to the Bentley School Junior High Drama Club to support their play and the purchase of lighting at the school.”

Carried

Correspondence

- a). Lacombe County March 24 Council Highlights**
- b) Parkland Regional Library System Update**
- c) FCM Communique – 2022 Federal Budget**

Motion 87//2022 Moved by Deputy Mayor Grimsdale, “THAT correspondence items a) to c) be received for information.”

Carried

Other Business / Council Question Period

a) Hiring update Parks Supervisor/Safety Officer

- CAO Marc Fortais updated Mayor and Council that the position had been filled and that the candidate would be starting at the beginning of May. The successful candidate is Chris Loov, and he has spent the

last 5 years working with the Summer Villages of Sylvan Lake in a Public Works role. We are excited to have Chris Join the team!

b) Contract Award Stantec – Transportation Impact Assessment – Bentley Southeast Area Structure Plan

- CAO Marc Fortais updated Mayor and Council that the contract has been awarded to Stantec for the Transportation Impact Assessment in relation to the Bentley Southeast Area Structure Plan.

c) MLA/MP Meeting

- Councillor Hansen suggested that a meeting be set up as soon as possible with the MLA and MP
- Strategic Planning follow up will occur the week of May 9 to 13, this will allow further discussion of advocacy issues that Mayor and Council may want to discuss with the MLA and MP
- Meeting to be set up for June or July

d) Pam Hansen Deputy Mayor Replacing Dale Grimsdale as Deputy Mayor

- Dale Grimsdale has completed his term as Deputy Mayor and effective April 27, 2022, to July 26, 2022, Pam Hansen will serve in the role as Deputy Mayor.

Motion 88/2022 Moved by Councillor Eastman, “THAT the topics discussed as other business be accepted as information.”

Carried

Council Reports

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

Motion 89/2022 Moved by Deputy Mayor Grimsdale, “THAT the March Council Reports be accepted as information.”

Carried

Adjournment

Mayor Rathjen adjourned the meeting at 9:05pm

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

2022-May-6
9:40:45AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220250	2022-04-14	CARSON, BARBARA J				
20220251	2022-04-14	JENSEN, DARREN J				
20220252	2022-04-14	MEREDITH, SANDRA L				
20220253	2022-04-14	GIBSON, COLE C				
20220254	2022-04-14	DENNEHY, NATHAN				
20220255	2022-04-14	GREAVES, LORYANNE				
20220256	2022-04-14	FORTAIS, MARC C				
20220257	2022-04-14	KIKSTRA, ROBERT B				
20220258	2022-04-14	327241 ALBERTA LTD.	1013	PAYMENT MARCH ANIMAL CONTROL SERV	1,071.00	1,071.00
20220259	2022-04-14	BENTLEY ESSO	31032022	PAYMENT VEHICLE/EQUIPMENT GAS/DIES	1,677.80	1,677.80
20220260	2022-04-14	CAMPUS ENERGY PARTNERS LP	1000894-202203 1000895-202203 2688ZC-2203-1	PAYMENT ELECTRICITY BILL FOR MARCH : MARCH STREET LIGHTING NATURAL GAS BILL FOR MARCH	10,796.39 5,959.60 3,785.62	20,541.61
20220261	2022-04-14	CANOE PROCUREMENT GROUP OF CANADA, D	AB108342	PAYMENT OFFICE SUPPLIES	112.82	112.82
20220262	2022-04-14	CENTRAL SHARPENING LTD.	29079 29219 29268 29439	PAYMENT ARENA - SHARPEN ICE KNIFE AN ARENA-SHARPEN ICE KNIFE ANI ARENA - SHARPEN ICE KNIFE AN ARENA - SHARPEN ICE KNIFE AN	105.00 68.25 162.75 120.75	456.75
20220263	2022-04-14	G.L.D.C. GAS CO-OP LTD.	31032022	PAYMENT FIRE HALL NATURAL GAS BILL F	615.80	615.80
20220264	2022-04-14	HHID	01042022	PAYMENT DEM PAYMENT FOR APRIL 2022	787.50	787.50
20220265	2022-04-14	INNOV8, DIGITAL SOLUTIONS INC.	IN336445	PAYMENT FCSS PHOTOCOPIER	11.49	11.49
20220266	2022-04-14	KEY AGVENTURES INC.	IR67778	PAYMENT SPRING MAINTENANCE ON MOV	77.42	77.42
20220267	2022-04-14	RATHJEN, GREG	31032023	PAYMENT REIMBURSEMENT FOR CONVEN	260.68	260.68
20220268	2022-04-14	SERVUS CREDIT UNION	03312022	PAYMENT SERVUS MASTERCARD BILL FOI	661.07	661.07
20220269	2022-04-14	SYLVAN LAKE SUMMER HOCKEY CAMP LTD	15042022	PAYMENT APRIL ARENA CARETAKER PAYM	4,200.00	4,200.00
20220270	2022-04-14	TELUS MOBILITY INC.	April 9, 2022	PAYMENT P.W. CELL PHONES & FIRE DEPT	77.01	77.01
20220271	2022-04-14	WOLF CREEK PUBLIC SCHOOL	14042022	PAYMENT CONTRIBUTION TO BENTLEY JU	1,000.00	1,000.00
20220272	2022-04-19	WORKERS' COMPENSATION BOARD	25498098	PAYMENT WCB INSTALLMENT PAYMENT	1,925.00	1,925.00
20220273	2022-04-22	ADT SECURITY SERVICES CANADA INC.	26946243	PAYMENT PUMPHOUSE MONTHLY SECURI	42.00	42.00
20220274	2022-04-22	ECO TREE LTD	10705	PAYMENT TREE MAINTENANCE 48 STREE1	3,465.00	3,465.00
20220275	2022-04-22	GRAYSON EXCAVATING LTD.	3095	PAYMENT REPLACED 3 VALVES AT LAGOO	42,758.29	42,758.29



TOWN OF BENTLEY

Cheque Listing For Council

2022-May-6
9:40:45AM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220276	2022-04-22	GREGG DISTRIBUTORS LP		PAYMENT		593.69
			059-444444	SHOP EQUIPMENT MAINTENANC	377.04	
			059-445192	SHOP EQUIPMENT MAINTENANC	216.65	
20220277	2022-04-22	INNOV8, DIGITAL SOLUTIONS INC.		PAYMENT		940.29
			IN337263	OFFICE PHOTOCOPIER & FCSS	940.29	
20220278	2022-04-30	CARSON, BARBARA J				
20220279	2022-04-30	JENSEN, DARREN J				
20220280	2022-04-30	MEREDITH, SANDRA L				
20220281	2022-04-30	GIBSON, COLE C				
20220282	2022-04-30	DENNEHY, NATHAN				
20220283	2022-04-30	GREAVES, LORYANNE				
20220284	2022-04-30	FORTAIS, MARC C				
20220285	2022-04-30	KIKSTRA, ROBERT B				
20220286	2022-04-26	ALBERTA URBAN MUNICIPALITIES ASSOCIATION		PAYMENT		2,166.19
			20220080	BASIC MEMBERSHIP FEE FOR 2	2,166.19	
20220287	2022-04-26	ASSOCIATED ENGINEERING ALBERTA LTD		PAYMENT		8,331.75
			394678	OXFORD SCHOOL CONDITION A	8,331.75	
20220288	2022-04-26	CARSON, BARB		PAYMENT		53.75
			09042022	SANTA SUIT CLEANING	53.75	
20220289	2022-04-26	GREAVES, LORYANNE		PAYMENT		21.00
			25042022	KEYS CUT FOR GATE AT BALL DI	21.00	
20220290	2022-04-26	HOLDEN, KARI		PAYMENT		390.00
			30042022	OFFICE JANITORIAL FOR APRIL :	180.00	
			30Apr2022	BASEMENT JANITORIAL FOR API	120.00	
			30April2022	SENIOR CENTRE JANITORIAL FC	90.00	
20220291	2022-04-26	MUNISIGHT LTD.		PAYMENT		828.48
			INV226072	MUNIWARE SOFTWARE SUPPOF	828.48	
20220292	2022-04-26	OUTLAW ELECTRIC LTD.		PAYMENT		9,688.70
			9175	BENTLEY ARENA LIGHTING IN C	1,372.57	
			9276	TOWN OFFICE LIGHTING REPLA	3,423.51	
			9301	ARENA REPLACED LIGHTING FR	4,892.62	
20220293	2022-04-26	PARKLAND COMMUNITY PLANNING SERVICES		PAYMENT		3,291.34
			21664	BENTLEY - LACOMBE JOINT DEV	3,291.34	
20220294	2022-04-26	RECEIVER GENERAL		PAYMENT		17,606.24
			30042022	REGULAR EMPLOYMENT INSUR	342.06	
			30April2022	REDUCED EMPLOYMENT INSUR	17,264.18	
20220295	2022-04-26	SHAW CABLE		PAYMENT		131.25
			April 12, 2022	OFFICE INTERNET	131.25	
20220297	2022-04-26	BENTLEY ROYAL PURPLE		PAYMENT		735.00
			26042022	REIMBURSEMENT ROYAL PURPI	735.00	
20220298	2022-04-27	GOVERNMENT OF ALBERTA		PAYMENT		29,257.00
			1800026945	POLICE FUNDING MODEL 2021-2	29,257.00	
20220299	2022-04-27	HOLDEN, KARI		PAYMENT		240.00
			357922	FIRE DEPARTMENT JANITORIAL	240.00	
20220301	2022-04-27	BENTLEY COMMUNITY HALL		PAYMENT		300.00
			27042022	HALL RENTAL FOR SENIORS LUI	300.00	
20220302	2022-04-27	BENTLEY COMMUNITY HALL		PAYMENT		300.00
			april 27, 2022	HALL DAMAGE DEPOSIT FOR SE	300.00	
20220303	2022-04-29	MCLAREN, CAROLYN		PAYMENT		300.00



TOWN OF BENTLEY

Cheque Listing For Council

2022-May-6
9:40:45AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20220303	2022-04-29	MCLAREN, CAROLYN	29042022	BENTLEY STAY & PLAY HOURS F	300.00	300.00
20220304	2022-05-05	CANOE PROCUREMENT GROUP OF CANADA, D	AB111024	PAYMENT ACTI-ZYME COMMERCIAL BLENI	6,219.68	6,219.68
20220305	2022-05-05	EASTMAN, LENORE	27APR2022	PAYMENT MEETING AT PRENTISS APRIL 27	42.48	42.48
20220306	2022-05-05	GREGG DISTRIBUTORS LP	059-448541 059-449633	PAYMENT PARKS & REC SUPPLIES & MUDI PARKS & REC PLANT BASKET H/	128.79 442.20	570.99
20220307	2022-05-05	KAIZEN LAB INC.	INV0072667	PAYMENT WATER SAMPLE HANDLING & CK	146.37	146.37
20220308	2022-05-05	LEAVITT MACHINERY CANADA INC.	INVC-321115	PAYMENT YEARLY INSPECTION & MAINTEN	394.38	394.38
20220309	2022-05-05	RATHJEN, GREG	APRIL2022	PAYMENT ECKVILLE LREMP ADVISORY MIL	42.48	42.48
20220310	2022-05-05	RIMBEY EXPRESS	2118	PAYMENT WATER SAMPLES & RETURNS FI	106.52	106.52
20220311	2022-05-05	RSM ALBERTA LLP	6586271	PAYMENT THIRD BILLING AUDIT FINANCIAL	7,875.00	7,875.00
20220312	2022-05-05	SHAW CABLE	21042022 23042022	PAYMENT FCSS INTERNET FOR MAY 2022 P.W. SHOP INTERNET FOR MAY :	124.95 73.50	198.45
20220313	2022-05-05	STANTEC CONSULTING LTD.	1701129	PAYMENT SOUTHEAST ASP SERVICING ST	25,918.14	25,918.14
20220314	2022-05-05	STRAND MEDIA CORPORATION	66476	PAYMENT TOWN OF BENTLEY SELF INKIN	30.19	30.19
20220315	2022-05-05	TAXERVICE	30042022	PAYMENT TAXERVICE FEES FOR APRIL 20:	2,341.50	2,341.50
20220316	2022-05-05	TELUS COMMUNICATIONS INC.	04052022 05042022 May072022	PAYMENT TELUS BILL FOR MAY 2022 INTERAC LINE FOR MAY 2022 ARENA WIFI FOR MAY 2022	764.04 37.55 68.25	869.84
20220317	2022-05-05	WASTE CONNECTIONS OF CANADA INC.	7425-00002419	PAYMENT COMMERCIAL WASTE PICK UP F	907.53	907.53
20220318	2022-05-05	WASTE MANAGEMENT	1139808-0613-8	PAYMENT RECYCLING	6,282.39	6,282.39
20220319	2022-05-05	WILD ROSE ASSESSMENT SERVICES	8608	PAYMENT PROGRESS PAYMENT FOR MAY	1,330.88	1,330.88

Total 238,175.96

*** End of Report ***



TOWN OF BENTLEY

Cheque Register

2022-May-5
6:55:29PM

Pay Period M202204 Batch # 14805

Cheque #	Cheque Date	CEO	CAO	Employee	Amount
20220320	2022-05-15			17 RATHJEN,ARTHUR	604.93
20220321	2022-05-15			84 VALIQUETTE,BRENDA	316.20
20220322	2022-05-15			85 HANSEN,PAMELA	314.80
20220323	2022-05-15			86 GRIMSDALE,DALE	415.46
20220324	2022-05-15			87 EASTMAN,LENORE	376.41
Totals					2,027.80

*** End of Report ***



Town of Bentley

2022 Budget – Projections Q1


TABLE OF CONTENTS

2022 Budget

- **Where do your dollars go?**
 - **By Function**
 - **By Statistic**

- **2022 Strategic Plan Goals Update Q1**
 - **Council Workshops**
 - **Vision and Mission**
 - **Goals of the Plan**
 - **Progress Update by Goal**

- **CAO Summary Budget Recap**
- **Revenue by Category**
- **Expenses by Category**
- **Revenue Increases and Decreases Projections Q1**
- **Expense Increases and Decreases Projections Q1**
- **Capital Plan Update**



Where do your budget dollars go?

Where do your budget dollars go?

Administration <ul style="list-style-type: none">• General Administration• Legislative Services• Finance• Economic Development• Computer and Information Systems• Donations and Grant Management	Facilities Management and Maintenance <ul style="list-style-type: none">• Arena• Curling Rink• Library• Oxford School• Bentley Museum (Grant)
Public Works <ul style="list-style-type: none">• Roads & Streets• Water Supply & Distribution• Sewage Collection & Treatment• Garbage Collection & Disposal• Project Management & Oversight• Parks, Playground and Campground	Protective Services <ul style="list-style-type: none">• Fire Fighting• Bylaw Enforcement• Emergency Management
Economic Development	Planning and Development
Community Services & FCSS	

Statistics

- 1 water treatment plant
- 1 bulk fill water station
- 1 clear well reservoir
- 3 portable water reservoirs
- 8.17 km of water main
- 3.2 km of storm sewer
- 8.26 km of sanitary sewer
- 75 water main valves
- 10 waste water valves
- 109 wastewater manholes
- 20 catch basin manholes
- 63 catch basins
- 2 retention ponds
- 44 hydrants and 1 flush point
- 1 septic receiving station (campground)
- 8 lagoons for waste water treatment
 - 4 anaerobic cells
 - 2 facultative cells
 - 2 storage cells
- 1.67 km of chain link fence
- .34 km of chain and post
- 2.28 km of barbed wire
- 12 hanging baskets
- 26 planters
- 1025 sq. ft. of flower beds
- 445 water meters billed
- 13 sewer and garbage only
- 8 commercial garbage bins
- 648 property tax rolls
- 1078 residents per census
- 664 bookings arena per yr.
- 437 hr. Lacombe enfcmt
- Maintenance and support of vertical assets
 - Old Firehall for Parks and Rec
 - Oxford School
 - Bentley Arena
 - Curling Rink
 - Bentley Library
 - Community Hall
 - Public Works Buildings (2)
 - Pump houses (2)
 - Ski Hill
 - Bentley Fire Hall
 - Town Hall
- 11 light duty vehicles/equip
- 5 heavy duty vehicles
- 4 bins/seacan for recycling
- 4 playgrounds
- 31 outdoor garbage receptacles
- 4 parking lots
- 3km of bike path



Strategic Plan Goals Update Q1



Council Workshops

- ▶ Strategic Planning Workshop held with council on November 24, 2021
 - Intent to review existing strategic plan
 - Provide materials for New Council to review
 - Allow time to settle in the role as Council
- ▶ Additional workshop May 9 to 13
 - Review the ideas suggested on November 24, 2021, workshop
 - Reflect if they are relevant now that council has had a few months in term
 - Discuss priorities and refine long term objectives that align with the Strategic Plan
- ▶ Prepare summary of workshops and objectives to validate with the public at future meeting



Background

Bentley Community Strategic Plan

Vision:

“As we look to the future we see the Town of Bentley as a community that offers residents a high quality of life that grows in a sustainable manner that is safe, clean, attractive, friendly and family oriented. The community benefits from its strategic location building on its strengths of being proactive in planning for economic growth in an environmentally responsible manner. Bentley celebrates community spirit where citizens are actively involved in shaping and guiding the future of the community.”

Mission:

“The Town of Bentley is committed to delivering excellence every day through the provision of cost effective services that enhance the quality of life for all citizens within the community. We are committed to open communication and dialogue with all residents that we serve to ensure that we understand and deliver optimal services.”



Background Bentley Community Strategic Plan

Goals of the Strategic Plan

- **Effective Communication and Engagement**
- **Financial Stability**
- **Economic Growth**
- **Enriched and United Community**
- **Organizational Success**

Project & Goal Update

Effective Communication and Engagement

► Website/Branding Project **(On Schedule)**

- RFP was posted the beginning of April and closed April 22
- Evaluation team is reviewing and anticipate award to come to council May 24, 2022 meeting
- Will form part of the long-term marketing plan for the community

► AT Roundabout project **(AT construction update and schedule coming for late spring early summer)**

- Public Information session was held by AT – www.highway20-12roundabout.ca (public information accessible from May 21, 2021, to July 9, 2021) and was posted on Facebook and Town Website
- Roundabout signage project and options determined through public engagement 288 survey responses to select desired sign

► Formal marketing plan **(2022) (late 2nd quarter – on schedule)**

- Will be reaching out to Bentley businesses through zoom to strategize collaborative marketing
- Idea is to capitalize on the marketing efforts of others but not duplicate – identify gaps and use town dollars to advertise in those gaps – community marketing
- Website and Branding to be the catalyst for plan

Project & Goal Update

Effective Communication and Engagement (Cont'd)

- ▶ **Events strategy (2022) (early 3rd quarter – on schedule)**
 - Information gathering phase – community services putting together calendar of all events – has reached out to community organizations
 - Once calendar is created in rough form will be engagement with council for next steps

- ▶ **Citizen recognition program (2022) (Q3)**
 - Looking at hosting a cake and coffee event in Fall with all community, staff and potentially local community groups and organizations

Project & Goal Update

Financial Stability

- ▶ Quarterly Reporting (**completed and ongoing**)

- ▶ 2021 Audit Completed and Financial Statements Presented and Approved by Council, all reporting submitted to Province

- ▶ FCM Asset Management Grant (**completed – in final review of reports and documents**)
 - Engagement with Mayor and Council
 - Engagement with Staff
 - Reviewing final reports and once completed review will bring back to Mayor and Council
 - Next step to submit Grant Report to FCM for funding

- ▶ Municipal Affairs – Municipal Accountability Program Audit (Completed)
 - Legislative compliance audit conducted by Municipal Affairs and is completed
 - Waiting for draft report to share with council

- ▶ Additional Mapping of community infrastructure (**GIS Transition to Parkland Community Planning**)
 - Data has transitioned from MRF to Parkland Community Planning
 - Public Works continues to review all mapping data and updating accordingly

Project & Goal Update

Financial Stability (Cont'd)

- ▶ Review of Capital Plan (Q2)
 - Do not anticipate success with Canada Community Revitalization Grant – Review with Mayor and Council priorities as part of Strategic Planning workshop utilization of Capital Funds and options
 - Can continue with concrete program and sidewalk replacement ready to go and we tendered and locked in competitive rates last year
 - Can explore other options such as park improvements in relation to Oxford School

- ▶ Building Assessment Oxford School (Q2)
 - Assessment completed and presented to Council beginning of Q2
 - Public information session to be scheduled in June or later in summer
 - Decision to be made regarding options for park and demolition

Project & Goal Update

Economic Growth

► Alberta Community Partnership Application (On Schedule)

- Approval received for \$200,000 grant to explore commercial development potential of lands to the Southeast of Bentley along hwy 12
- Intermunicipal Collaboration Committee re-established with Lacombe County including approved terms of reference
- Meetings continue and we are in the data gathering phase will wait until completion of election before we look to engage the public – this will allow time for completion of servicing study, desktop biophysical study and rough site plan modelling
- Storm Water Management Study Completed
- Desktop Biophysical Study Completed, Working
- Water and Wastewater Study 90% Complete
- Landowner Engagements Underway

► Digital Services Squad Project Underway (Partnership with Community Futures)

- Will be walking around with grad student to introduce program next week
- Community Services undertook hiring of technology savvy grad students
- Project is fully funded via grant from Alberta Government (grant was applied for in collaboration with Blackfalds, Sylvan Lake, Community Futures)
- The Squad member will provide resources to local businesses to increase their digital presence by identification of priorities, exposure and education regarding various digital tools and technology.
- More information to come and official media release

Project & Goal Update

Enriched and United Community

► **New Beginnings and Housing Partnerships (in progress) (Q2)**

- Site analysis, and financial analysis preliminary completed and presented to Council
- Fortis Quote Received and is withing reasonable costs to continue to proceed
- Obtaining quotes form TELUS, Shaw and Atco
- Anticipate all information to be received by end of 2nd quarter and schedule public information session for Q3

► **RCMP & Lacombe Enforcement (Ongoing)**

- Meeting and reporting from RCMP has occurred with Council
- Meeting with Lacombe County Enforcement Mark Sproule completed
- Continue to work with RCMP and Lacombe County Enforcement to ensure they engage the community
- RCMP and Lacombe Enforcement to support the community in summer events

► **Waste and Recycling Options (Ongoing)**

- Presentation from Jay Hohn Lacombe Regional Waste Services in Q1 Completed
- LRWSC is installing new bins at transfer site – we have asked for further material to be distributed through utility billing regarding how to recycle for residents
- Hazardous Waste Roundup to occur in June or July

► **Land Use Bylaw consolidation (Q4)**

- Will review Land Use Bylaw in 2022 and summarize required changes for Parkland Community Planning Association
- Creating comprehensive list of required changes and consolidations for submission to Parkland Community Planning Association

Project & Goal Update

Organizational Successes

➤ Explore online options for Online Council Meeting Technology (Q2)

- Look at options to increase accessibility of council meetings
- Cost prohibitive at this point
- Seniors are looking to add a simple cameral in the Drop In that we can utilize for call in by councilors
- Review and create policy for online meetings

➤ Community Events Strategy Falls into this category as well (2022)

- Engage organizations and form additional community partnerships
- Successful Celebrate Canada and Bentley Event in collaboration with Lacombe Tourism
- Rodeo is a go for 2022

➤ Continue to Lobby for reopening of Dr. Office at Care Centre (Ongoing)

- Contacted Nurse Practitioners of Alberta
- Requested formal meeting with AHS and still no date
- Connected with Eckville regarding their continued push for Nurse Practitioner

➤ Drive Happiness Program Launched (Q2)

- Volunteer recruitment was successful in finding a couple of volunteers
- Program is currently running and available in the community



2022 Budget – CAO Summary Budget Recap

2022 BUDGET CAO SUMMARY

Revenue:

- No tax increases for municipal purposes (small increase to offset Provincial Policing Cost Increase)
- No additional borrowing with a focus to pay off outstanding debenture
- Penalties on late payments of taxes and utilities will be resumed
- Franchise Fee rates have been held at current rates – revenue is increasing
- Garbage rates continue to be frozen at 2020 rates
- Utility & Sewer Rates continue to be frozen at 2020 rates

Expenses

- CPI Index increases for wages for both staff and Mayor and Council absorbed in budget
- 1 Additional Full Time Equivalent FTE for Public Works (Parks and Recreation)
- Focus on improvements for economic development/tourism attraction:
 - ACP grant - area structure plan
 - Website redevelopment and branding project
 - Continued signage enhancement to move Bentley out to Hwy 20 & 12 Junction
 - Redesign of New Beginnings Subdivision into SFD lots underway – will bring to future public engagement session
 - Begin Land Use Bylaw consolidation and revisions to promote better interface for development
- Planned Website revamp and branding exercise for Bentley
- Continuation of Asset Management implementation



2022 Budget

Revenue by Category and Function

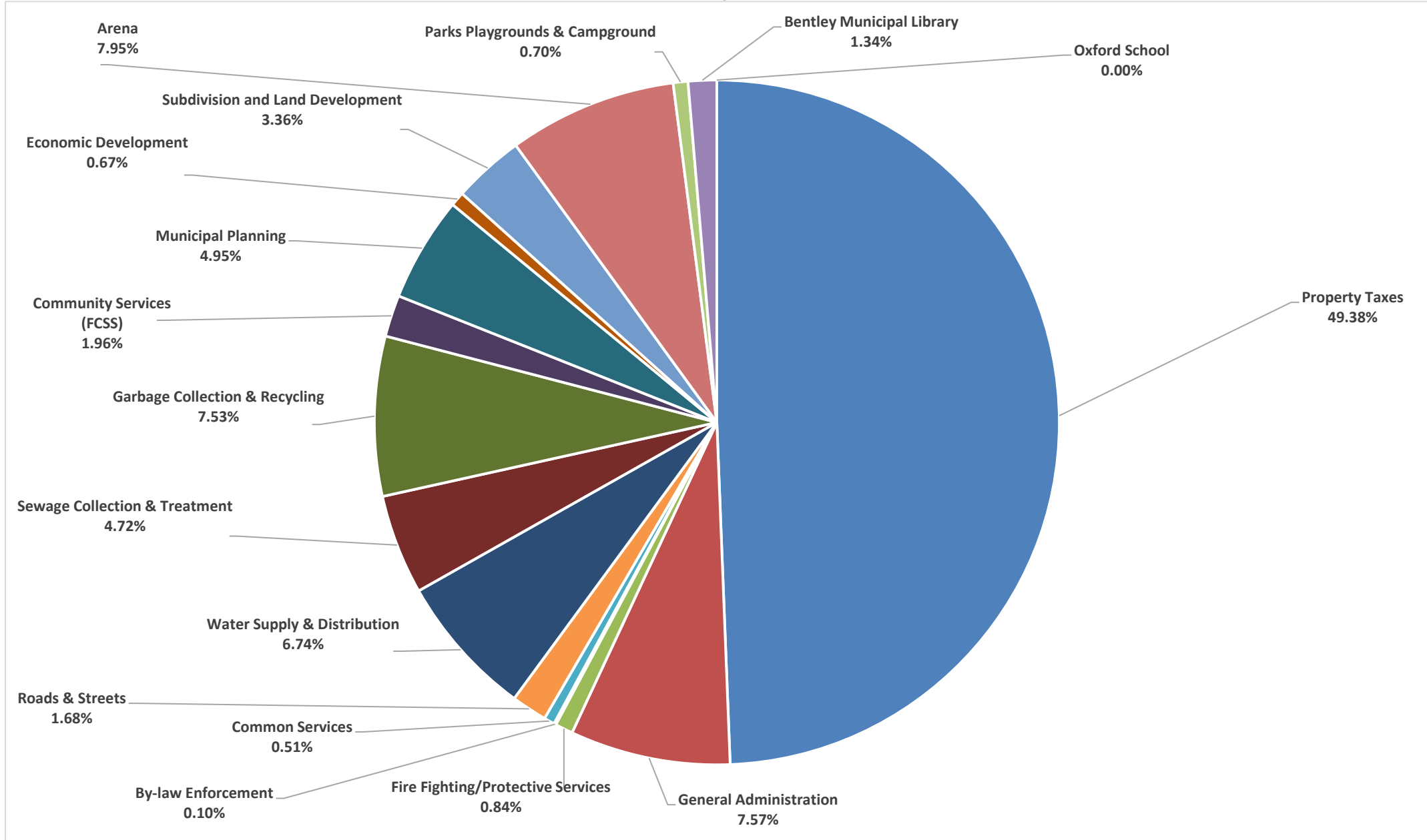
Revenue Collected by Category

Revenue Category	Amount	Percentage
Property Taxes	\$1,465,781.06	49.38%
Penalties and Fines	\$52,700.00	1.78%
Licenses and Permits	\$7,695.00	.26%
Sale of Goods and Services	\$658,300.00	22.18%
Rentals	\$184,700.00	6.22%
Franchise Fees	\$140,000.00	4.72%
Provincial and Federal Grants	\$132,751.00	4.47%
Other Government Transfers	\$124,495.00	4.19%
Other Transfers	0	0%
Other Revenue	\$201,970.00	6.80%
TOTALS	\$2,968,392.06	100%

- Education Tax \$286,855.82
- Seniors Requisitions \$ 6,558.00
- Policing Invoice \$ 38,689.00

Are paid from the property tax
Collected. Net Municipal
Revenue \$2,636,289.24

Revenue Collected by Municipal Function





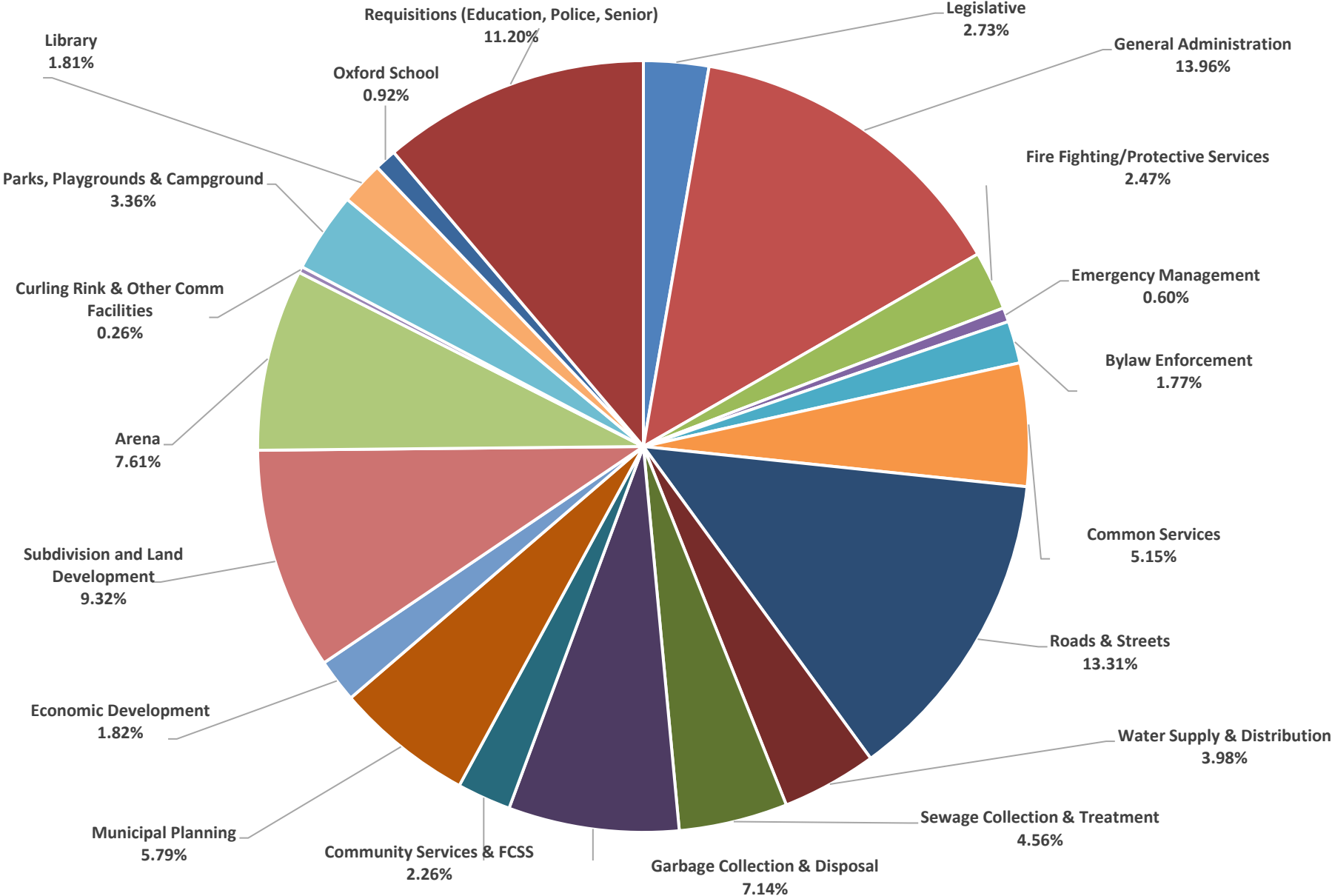
2022 Budget

Expense By Category and Function

Expenses Paid by Category

Revenue Category	Amount	Percentage
Wages/Benefits & Remuneration	\$792,681.00	26.74%
Memberships/Partnerships/Training/ Conferences and Licenses	\$57,182.00	1.93%
Mileage and Sustenance	\$8,100.00	.27%
Postage/Freight, phone & internet	\$28,775.00	.97%
Purchased Services	\$822,709.50	27.76%
Utilities	\$194,500.00	6.56%
Insurance	\$96,929.00	3.27%
Materials/Goods & Supplies	\$132,050.00	4.45%
Bank Charges and Loan Payments	\$275,199.00	9.28%
Grants & Donations	\$62,445.00	2.12%
Other Transfers (includes MSI & Gas Tax Grants to fund capital projects)	\$0	0%
Other	\$20,200.00	.68%
Capital	\$141,359.00	4.77%
Requisitions (Ed., Seniors, Police)	\$332,102.82	11.20%
TOTALS	\$2,964,232.32	100%

Expense Collected by Municipal Function





2022 Revenue Increases and Decreases
2022 Budget to Q1 Projection

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>Net Change</u>
Revenue	\$4,318,282.56	\$2,968,392.06	\$1,349,890.50 Revenue Decrease
Expenditure	\$4,317,048.90	\$2,964,232.32	\$1,352,816.58 Expense Decrease
Net (Surplus)/Deficit	\$ (1,233.66)	\$ (\$4,159.74)	\$ (2,962.72) increase in surplus

Revenue Increases and Decreases from 2022 Budget to Q1 Projected 2022 Budget

- **Property Taxes - \$61.50 Increased revenue** – higher than anticipated Seniors Foundation Requestion
- **Penalties and Fines - \$800 Decreased revenue** – less tax sale fees associated with delinquent tax properties
- **Licenses and Permits - \$500 Increased revenue** due to trend of more development permits issued
- **Sale of Good and Services - \$14,450 Increased revenue** due to sale of unused woodchipper and non usable couplers and other water system supplies.
- **Rentals - \$500 Decreased revenue** due to no charge to seniors drop in for rent in exchange for our permanent use of the drop in for council meetings. additional Arena bookings in anticipation that COVID restrictions will continue to be relaxed and completion of slab project for next season
- **Franchise Fees - \$12,000 Increased revenue** - Franchise Fee Revenue (Franchise Fee Percentages have been frozen since 2020) but higher distribution and transmission charges by service providers FORTIS and ACCESS GAS have increased resulting in higher revenues for the Town anticipate this trend to continue
- **Provincial /Federal Grants - \$1,067,895 Decreased revenue** – Do not anticipate success with Canada Community Revitalization Grant and therefore not moving forward with Arena Slab Replacement. MSI, Gas Tax funding still available but not specifically allocated to a project. Can move forward with phase II of concrete program but need to further discuss with council priorities and projects. Will amend financial reporting in Q2 if we move forward with capital project, however we can carry forward MSI and Gas Tax funding for 5 years.

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes Q1 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>Net Change</u>
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Revenue Increases and Decreases from 2022 Budget to Q1 Projected 2022 Budget

- ▶ **Other Government Transfers - \$357,757 Decreased revenue** from Lacombe County \$360,000 to support the Arena Slab project, which is not moving forward. this is offset by anticipated AB Gov't fines revenue
- ▶ **Other Revenue - \$50,000 Increased revenue** due to possible reserve transfer to offset cost of acquiring a good used tool cat to support operations. Acquisition approved by Council for up to \$65,000 to be funded via the \$15,000 sale of chipper and couplings and reserve transfer. We are also looking at selling the old Dakota and old sweeper and these funds will be used to reduce any reserve transfer.



2022 Expense Increases and Decreases
2022 Budget to Q1 Projection

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes Q1 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>Net Change</u>
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Expenditure Increases & Decreases from 2022 Budget to Q1 Projected 2022 Budget

- **Requisitions to Other Governments and Agencies – \$61.50 Increased Expenditure** related to senior's requisition
- **Wages Benefits & Remuneration - \$10,383 Decreased Expenditure** due to:
 - revised estimates based on full year end actuals for 2021
 - includes increase 1FTE for a Parks Supervisor/Safety Officer and CPI index increases of approximately \$17,000 based on a 3.2% increase **(includes compensation and benefits increases as a result)**
- **Advertising/Memberships/Conferences/Training - \$2,934 increased Expenditure** due to: misallocation of expense to different category in original budget
 - **FCSS increase of \$1,000 misallocated to purchased service original budget**
 - **Economic Development increase of \$1,000 misallocated to purchased service in original budget**
 - **Municipal Planning increase of \$1,000 misallocated to purchased service in original budget**

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes Q1 Projections

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Expenditure Increases & Decreases from 2022 Budget to Q1 Projected 2022 Budget

- **Postage/Freight and Telephone/Internet increase of \$1,000** common services due to upgrade of internet to Shaw as they had poor performance with TELUS
- **Purchased Services increase of \$18,468 due to:**
 - **Administration decrease of \$800 due:**
 - \$5,500 increase audit fees anticipated based on year end actuals
 - \$3,000 increase electrical costs associated to light replacements in Parks & rec Shop – upgraded to LED will save power in long run
 - \$700 increase in janitorial fees due to more programming downstairs and agreement to clean seniors drop in because of council meetings
 - \$5,000 decrease computer support fees based on trend and upgraded equipment
 - \$4,000 decrease fees based on a smaller number of properties being considered for tax sale
 - \$1,000 decrease in equip purchased repair and maintenance allowance to offset increased costs
 - **Fire Fighting and Protective Services decrease \$500** due to anticipated less allowance for building purchase services
 - **Emergency Management increase \$200** due to late cancellation of Covid forms subscription
 - **Roads and Streets increase of \$500** due to tire replacements Dodge 3500 1ton
 - **Water Supply and Distribution decrease of \$700** due increased cost budgeted for new handheld for meter reads, offset by decreases in allowances for Water analysis, build purchase repair and water system services repairs

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes Q1 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>Net Change</u>
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Expenditure Increases & Decreases from 2022 Budget to Q1 Projected 2022 Budget

► Purchased Services increase of \$18,468 due to (cont'd):

- **Garbage Collection and Disposal Decrease of \$2,000** based on actuals to date and historical
- **Community Services/FCSS decrease of \$1,500** due to projecting general savings and correcting the previous misallocation of budget to this category instead of Adv, promotion and marketing budget
- **Municipal Planning decrease of \$1,000** due to previous misallocation of budget to this category instead of Adv, memberships & conference training
- **Economic Development increase of \$14,000** due to adding \$15,000 additional budget for branding and website project based on responses received to RFP offset by decrease \$1,000 due to previous misallocation of budget to this category instead of Adv memberships & conference training
- **Arena decrease of \$500** due to anticipated savings in general purchased services
- **Oxford School increase of \$11,267.50 increase due to** costs associated to completing comprehensive building assessment awarded through competitive bid

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes Q1 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>Net Change</u>
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Expenditure Increases & Decreases from 2022 Budget to Q1 Projected 2022 Budget

- **Utilities decrease of \$500 due to** budget adjustment to streetlights based on actuals
- **Materials Goods and Supplies decrease of approximately \$2,800** due to general prices increasing with price index increases and as follows:
 - **Fire and protective services increase of \$500** due to building maintenance supply increase for minor kitchen repairs
 - **Common Services decrease of \$3,000** as a general allowance decrease to offset some additional costs incurred throughout budget.
 - **Roads and Streets increase of \$5,000** due to anticipation of rising fuel prices continuing
 - **Water Supply and Distribution decrease of \$4,500** general allowance decrease to offset some additional costs incurred throughout the budget
 - **FCSS decrease of \$2,000** in general supply and program expenses
 - **Arena increase of \$1,000** purchase of Olympia gas edger offset by savings in janitorial supplies
 - **Oxford increase of \$200** for furnace repair in late winter

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from 2022 Budget to Q1 Projected 2022 Budget

- ▶ **Grants and Donations increase of \$1,545** due to additional funding to school drama program and small additional amount approved through Tourism Rec and culture grants for local Bentley organizations.
- ▶ **Other Amounts decrease of \$1,000** due to revised allowance
- ▶ **Capital decrease of \$1,362,141** due to arena slab project not moving forward \$1,440,000 reduction offset by additional \$65,000 budget for tool cat and additional \$13,359 budgeted for the roundabout signage over original budget as well as \$500 savings in new laptop for PW



2022 Capital

Capital 2022

➤ **Proposed Projects for 2022** **(have not received approval to date)**

1.) **Bentley Arena Slab Replacement \$1,440,000**

The Bentley Arena was constructed in 1965 and has been operating since it was open. The slab is original to the facility and had a partial replacement in 2007 for the end of the faceoff circle to the East end boards. The replacement slab is moving vertically up and down between 2" and 3" and has resulted in a crack opening in the slab along the line of movement as well as additional cracks forming throughout the slab.

- Movement has resulted in uneven ice coverage which creates inefficient ice plant operation, additional operational time to repaint lines during the season and melting of ice during chinooks
- The project will replace the entire arena slab contingent on our success with the Canada Community Revitalization Grant

- Can move forward with Concrete Program Phase 2 – utilizing MSI and Gas Tax Funding or regroup and move forward with another Council priority such as the Park where Oxford sits.

Capital 2022

► Proposed Projects for 2022

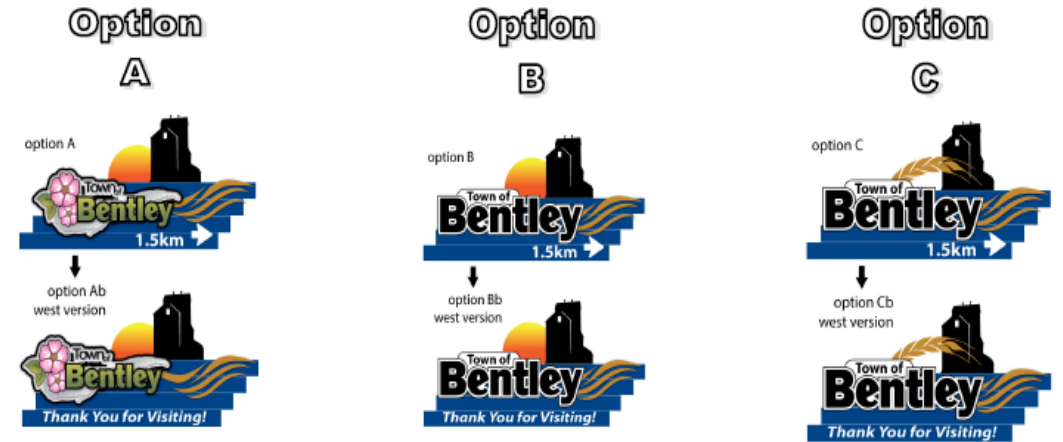
Project Description:

Original Project Budget \$50,000 funded by Franchise Fees

Revised Project Budget \$63,359 approved by Council and

To be funded via operational budget as per 1st Qtr. Projections:

Please Circle Your Preference. Return to Town Office by April 15th, 2022



2.) Town of Bentley Roundabout Signage

- Alberta Transportation is planning to construct a single land roundabout at the intersection of Highway 20 and Highway 12, west of Bentley to improve both traffic safety and traffic capacity
- The Town of Bentley has negotiated with Alberta Transportation the ability to place Town directional and gateway signage in the center of the roundabout to Enhance tourism and inform the vehicular traffic that we are here and only a short Distance up the road.
- Signage Survey Completed and option B chosen by community, installation to take place this summer

Capital 2022

► Proposed Projects for 2022

Project Description:

3.) Branding and Website

Original Budget - \$30,000 funded via \$20,000 unspent prior years budget transferred to reserves and \$10,000 funded via Franchise fee revenue)

- Revised Budget \$45,000 additional \$15,000 to be funded via operational savings as per Q1 Projections

- Is not truly a capital project, but is a major project for the Town
- RFP was posted and closed, and we are currently evaluating proposals (we received a total of 12 proposals)
- This focuses on a goal to continue to support Mayor and Council's goal of Effective Communication and Engagement as Economic Growth
- The intent is to provide a refined platform to engage citizens and share information as well as market the community and support tourism and business attraction and retention

Capital 2022

► Proposed Projects for 2022

Project Description:

3.) Computer Replacement Public Works \$3,500 original budget (Came in just under \$3,000) - Completed

- Most of the Computer infrastructure was upgraded in 2021, however I could not replace the Public Works Foreman's computer or the Community Services/FCSS computer (which was newer)
- 2022 will replace the Public Works Foreman computer infrastructure
- 2023 will replace the Community Services/FCSS computer
- Both computers are outdated
 - Public Works Computer was replaced more than 6 years ago
 - Community Services / FCSS computer more than 6 years ago
 - The older computer equipment will be repurposed to support Public Works and Parks staff



QUESTIONS?



Agenda Date: May 10, 2022

Agenda Item: Wayfinding/Directional Signage Hwy 12 & 20 Roundabout – Option chosen by Town Residents

SUMMARY AND BACKGROUND

Alberta Transportation collaborating with their Consultant WSP intend to begin construction of the new roundabout at Hwy 12 & 20 in the Spring/Summer of 2022.

The roundabout was determined to be necessary upon the completion of an intersection analysis and roundabout feasibility study that was completed in 2019. The objective of the study was to determine improvements that optimize traffic safety and operations based on a cost benefit and lifecycle cost analysis. The study confirmed that safety improvements were warranted at this intersection and a roundabout was the most appropriate intersection type to increase overall traffic capacity and improve safety.

The roundabout will consist of the following key features:

- Simple single lane roundabout design
- Fewer potential conflict points versus a signalized intersection
- Constructed at the existing intersection location to minimize the overall footprint and environmental impacts
- Speed controlled through geometric features that allow for safe and continuous traffic flow at all times of day
- Includes a traversable central island apron and outer truck over run area, which will accommodate heavy truck, farm equipment and tractor trailer combination vehicles
- On site detour will be planned during construction to reduce costs and minimize delays

Alberta Transportation also hosted an online public information session between May 21, 2021, and July 9, 2021, to seek questions and comments regarding the proposed roundabout.

On March 8, 2022, Mayor and Council approved a competitive bid to Signmasters to work with administration on final designs of the Roundabout signage. (Attachment 1). Several design options were considered and were short-listed with the intention to survey the community regarding the selection of the preferred option.

The Signage survey ran from mid-March to mid-April and provided residents with the option to log their preferred choice for three options A, B and C (Attachment 2). For those that could not utilize the online survey, the poll was also ran in the Neighborhood Notes, advertised through Facebook, and posted on the Town Website. A tear off form was also available for residents to manually submit their preferred choice.

CURRENT STATUS

The survey was closed on April 15, 2022, and the results came in as follows:

Total Votes Received	288
Online Survey Results Received	229
Votes Received in Office	59
Total Votes received by Sign Design (Attachment #3)	
Option A	82
Option B	143
Option C	63

This is a fantastic response rate for a survey of this nature $288/1048 = 28\%$ (the equivalent of 28% of Bentley's population responded to the Survey).

Singmaster is currently in the design phase and administration has confirmed with Alberta Transportation that they have no concerns with the design or placement of the sign. Administration is currently submitting all required permits along with the already approved site plan. We have also asked Alberta Transportation to provide their construction schedule and timelines as soon as possible so that we can post for the public.

BUDGET AND FINANCIAL CONSIDERATIONS

2022 Budgeted Amount	\$50,000
Successful Bid (Signmasters)	<u>\$65,000</u>
Amount of Low Bid Over Budget	\$15,000*

**Funded from Operations or Reserves – approval March 8, 2022*

ADMINISTRATIVE RECOMMENDATION

THAT Mayor and Council accept this update report as information.

ATTACHMENTS:

- 1) March 8, 2022, Council Meeting Wayfinding Directional Signage Report
- 2) Survey Options
- 3) Survey Monkey and Manual Submission Results

Marc Fortais, CAO



Agenda Date: March 8, 2022

Agenda Item: Wayfinding/Directional Signage Hwy 12 & 20 Roundabout – Options for Discussion and Competitive Bid Award

SUMMARY AND BACKGROUND

Alberta Transportation working with their Consultant WSP intend to begin construction of the new roundabout at Hwy 12 & 20 in the Spring/Summer of 2022.

The roundabout was determined to be necessary upon the completion of an intersection analysis and roundabout feasibility study that was completed in 2019. The objective of the study was to determine improvements that optimize traffic safety and operations based on a cost benefit and lifecycle cost analysis. The study confirmed that safety improvements were warranted at this intersection and a roundabout was the most appropriate intersection type to increase overall traffic capacity and improve safety.

The roundabout will consist of the following key features:

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- Speed controlled through geometric features that allow for safe and continuous traffic flow at all times of day
- Includes a traversable central island apron and outer truck over run area, which will accommodate heavy truck, farm equipment and tractor trailer combination vehicles
- On site detour will be planned during construction to reduce costs and minimize delays

Alberta Transportation also hosted an online public information session between May 21, 2021, and July 9, 2021, to seek questions and comments regarding the proposed roundabout. (Attachment #1)

The Town of Bentley administration has been working with Alberta Transportation and has secured the right to utilize the land in the middle of the roundabout for the placement of additional entrance signage that will market the proximity of the Town and help to direct traffic to the community to support local business and encourage economic development.

The purpose of this report is to provide options for roundabout signage design for Mayor and Council's consideration and to seek approval of the required additional funding above the 2022 budgeted amount so that the competitive bid can be awarded and proceed.

CURRENT STATUS

Gateway signage and directional signage is an integral part of marketing for a community. It highlights a communities visitor friendliness, community pride and creates a sense of place. It welcomes people home and welcomes visitors to our community and it sets the stage for that excitement that lies down the road

With the significant volumes of traffic along the highway 12 & 20 corridors, even if the Town can encourage a small portion of that traffic to turn towards the town for services, there will be a significant economic benefit to the local business community.

Beginning in August of 2021 the Town of Bentley administration approached 5 local firms from Bentley, Red Deer and Lacombe, to provide quotes and their designs for the roundabout signage. Signage had to be designed to a safe standard and meet or exceed Alberta Transportation standards for a highway sign. As a result, there were only two sign companies that showed interest and submitted a design and their bids.

The Town of Bentley administration has chosen to work with Lacombe Signmasters based on their submission of the low bid and their design. Attached are the options for Mayor and Council's consideration (Attachment #2).

BUDGET AND FINANCIAL CONSIDERATIONS

2022 Budgeted Amount	\$50,000
Successful Bid (Signmasters)	<u>\$65,000</u>
Amount of Low Bid Over Budget	\$15,000*

****Recommend funding from operational budget, but if shortfall at year end fund from reserve***

ADMINISTRATIVE RECOMMENDATION

Contract Award and Funding

THAT Mayor and Council authorize the CAO to award the sign contract to Lacombe Signmasters at a total cost of \$65,000 plus GST; and

THAT the additional \$15,000 over the 2022 estimated budgeted amount be funded first through any operational surpluses at year end; and

THAT if there are no operational surpluses at year end that the additional \$15,000 over the 2022 estimated budgeted amount be funded via general reserve.

Sign Designs

THAT Mayor and Council consider the design options as presented by administration for consideration and short list down to two design options, and

THAT Mayor and Council authorize administration to poll the community of Bentley regarding the preferred option for the final design.

ATTACHMENTS:

- 1) Alberta Transportation Public Information Session Advertisement
- 2) Signmasters Town of Bentley Roundabout Sign Designs

Marc Fortais, CAO



Thank you to the Community of Bentley for your initial feedback regarding the new proposed signs for the Roundabout on HWY 12 & 20.

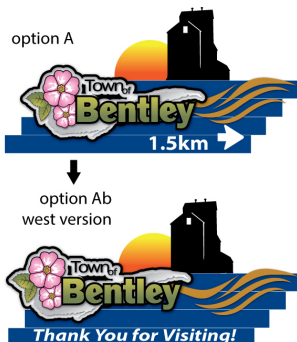
There were four options presented initially. Through community feedback and input, Mayor and Council have shortlisted to **THREE** options.

IT'S TIME TO VOTE! We are asking the community to provide feedback through this survey so that you can choose how you want to reflect your community with this awesome community signage.

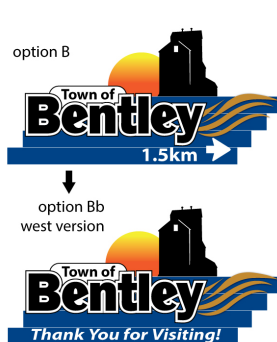
This is an exciting time for Bentley as we look toward the future, find new ways to market our community and have a greater presence along the highway 12 & 20 corridor.

Please Circle Your Preference. Return to Town Office by April 15th, 2022

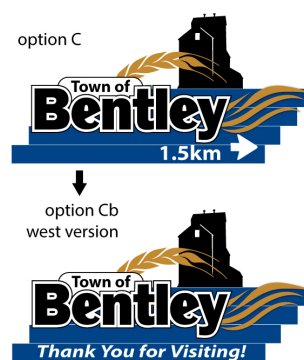
**Option
A**



**Option
B**



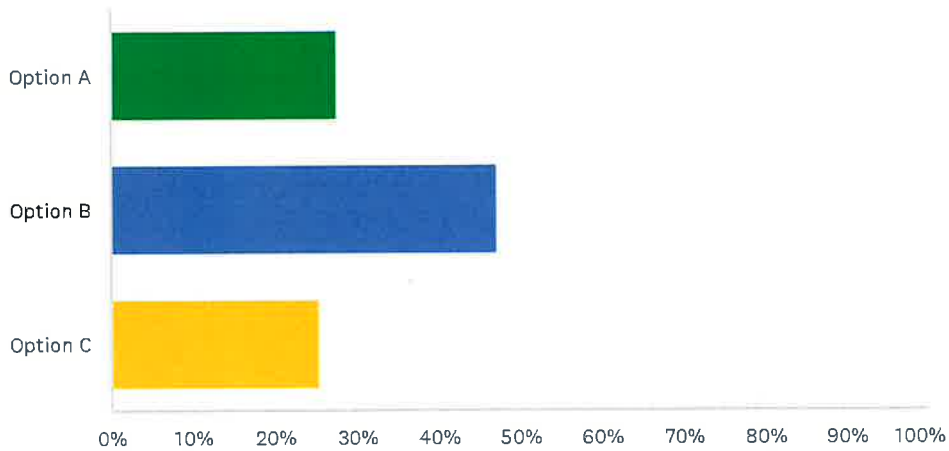
**Option
C**



Survey can also be found online atsurveymonkey address

Q1 Please choose the signage you would like to see at the Roundabout .

Answered: 229 Skipped: 0



ANSWER CHOICES	RESPONSES	
Option A	27.51%	63
Option B	47.16%	108
Option C	25.33%	58
TOTAL		229

Manual Responses Received 59

Option A 19
 Option B 35
 Option C 5
 Total 59

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Totals

Option A $63 + 19 = 82$
 B $35 + 108 = 143$
 C $115 + 58 = 63$



Agenda Date: May 10, 2022

Agenda Item: New Business:
Seniors Week June 6 to 12, 2022

SUMMARY AND BACKGROUND

Seniors are an integral part of the Town of Bentley. They are parents, grandparents, mentors, and friends. They are the foundation of what our community is and will continue to be. Each one of the seniors that we all know, have contributed, and made a difference to the quality of life that we all enjoy today. Mayor and Council encourage the Town of Bentley and all residents to recognize, celebrate and support the seniors in our community.

Community Services in partnership with the 7th Day Adventist Church will be hosting a free luncheon on June 5th. FCSS is renting the hall, will be preparing posters, and taking registrations for this upcoming event. The church will provide the food, decorations, entertainment, and volunteers. Stay tuned for more information to be posted on the Town Website, Facebook, and Neighborhood Notes.

June 9th the Seniors Drop in will be hosting an afternoon, Bingo.

Administration has also attached a proclamation declaring June 15, 2022, as World Elder Abuse Awareness Day (Attachment 1). We encourage Bentley residents to celebrate and recognize the accomplishments of older adults and connect with the seniors that are an integral part of your life.

RATIONALE FOR RECOMMENDATION

- Seniors Week runs from June 6 to 12 and has been celebrated since 1986 to recognize seniors throughout the province. Seniors' week is a great opportunity to honor and recognize all those seniors have contributed to making our families, communities, province, and country stronger.

RECOMMENDATION:

THAT Mayor and Council declare that June 6 to 12, 2022 is officially recognized as Seniors Week in the Town of Bentley; AND

THAT Mayor and Council Sign the Proclamation recognizing June 15, 2022, as World Elder Abuse Awareness Day.

ATTACHMENTS:

1. World Elder Abuse Awareness Day Proclamation
2. Seniors Week Poster

Marc Fortais, CAO

World Elder Abuse Awareness Day Proclamation

Preventing and addressing elder abuse is a shared responsibility and requires engagement and action on the part of all sectors of society. Preventing and reducing elder abuse starts with knowledge. All Albertans need to be aware of the factors that contribute to elder abuse, how to recognize it and where to go for assistance if it happens. By understanding the nature and scope of elder abuse, older adults and their family members can take proactive steps to help prevent situations where it could occur.

WHEREAS older adults in Alberta are valued members of society and it is our collective responsibility to ensure they live safely and with dignity; and

WHEREAS abuse of older adults is an ever-increasing issue in our society that crosses all cultures and socio-economic boundaries; and

WHEREAS most abuse of older adults is hidden; and

WHEREAS older adults in Alberta deserve to be treated with respect and dignity to enable them to serve as leaders, mentors, volunteers and important and active members of this province; and

WHEREAS preventing abuse of older people will help improve the quality of life for all older adults in Alberta and will allow older adults to continue to live as independently as possible and contribute to the life and vibrancy of Alberta; and

WHEREAS we are all responsible for building safer communities for Alberta's older adults; and

WHEREAS empowering older persons is an effective tool in preventing the abuse of older adults.

I, _____, _____ of _____, Alberta do
(name) (position) (place)

hereby proclaim June 15, 20____, as World Elder Abuse Awareness Day in _____,
(year) (community name)

Alberta and encourage all of our residents to recognize and celebrate the accomplishments of older adults.

Dated on this _____ day of _____, 20____
(day) (month) (year)

(signature)

SENIORS
You Are Invited to
LUNCH
In Recognition Of
Seniors Week

Sunday, June 5, 2022 @ 12:30
Bentley Community Hall

***Reservation
Required***

Call
403-748-2160

Deadline to RSVP
June 3, 2022



Home Delivery May Be Arranged
Call To Discuss

Community Partners:
Bentley 7th Day Adventist Church
Town of Bentley FCSS



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HIGHLIGHTS OF THE REGULAR COUNCIL MEETING APRIL 14, 2022

PUBLIC HEARING - BYLAW NO. 1368/22 - Pt. NW 21-39-03 W5M – ALBERTA VIEWS RV & GOLF COURSE

A public hearing was held for Bylaw No. 1368/22. Bylaw No. 1368/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to change the zoning of approximately 61.95 hectares (153.07 acres) on Pt. NW 21-39-03 W5M, from Agricultural 'A' District to Recreation "PR" District.

Bylaw No. 1368/22 was given second reading.

PUBLIC HEARING - BYLAW NO. 1367/22 – W1/2 34-39-02 W5M – PALM COVE

A public hearing was held for Bylaw No. 1367/22. Bylaw No. 1367/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17 to change the zoning of approximately 9.04 acres (3.65 hectares) described as W1/2 34-39-02 W5M from Agricultural "A" District to Residential Conservation Cluster "R-RCC" District.

Bylaw No. 1367/22 was given second reading.

PUBLIC HEARING – BYLAW NOS. 1365/22 and 1366/22

A public hearing was held for Bylaw Nos. 1365/22 and 1366/22. Bylaw No. 1365/22 is a bylaw of Lacombe County to amend the Lacombe County Municipal Development Plan Bylaw No. 1238/17 as it relates to general regulations and district requirements. Bylaw No. 1366/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17 as it relates to general regulations and district requirements.

Bylaw Nos. 1365/22 and 1366/22 were given second reading and third reading and passed.

AGRICULTURAL SERVICE BOARD MEETING

The following recommendations from the Agricultural Service Board meeting held on March 1, 2022 were approved by Council:

- *That the information/suggestions regarding the Lacombe County Agriculture Guide be received for information.*
- *That the Agricultural Service Board Field Visit and Audit Report be received for information.*
- *That the Agricultural Service Board focus on education programs and extension work highlighting soil erosion and the Soil Conservation Act.*
- *That the County Manager be directed to prepare a report and recommendations for Council's consideration at a future Council meeting regarding the restructuring of the Lacombe County Agricultural Service Board and its Terms of Reference.*
- *That the Recycling Council of Alberta presentation be received for information.*
- *That the information/suggestions regarding the Central Region Agricultural Service Board Conference be received for information.*
- *That the presentation on CleanFarms Inc. and the agreement between CleanFarms Inc. and Lacombe County be received for information.*
- *That the Farm Safety Centre report be received for information.*
- *That the ALUS Proposal for re-introduction of the ALUS program into Lacombe County be received for information.*



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- *That the Weed Free Forage Program Report be received for information.*
- *That the Clubroot Variant Testing Report be received for information.*
- *That the presentation on the upcoming Lacombe County Agricultural Extension Programming be received for information.*

The following recommendation from the Agricultural Service Board meeting of March 1, 2022 did not receive the approval of Council:

- *That the County Manager be directed to prepare a report regarding possible deliverable alternatives to the ALUS Program.*

COMMITTEE OF THE WHOLE MEETING

The following recommendations from the Committee of the Whole meeting held on April 5, 2022 received the approval of Council:

- *That the report on Policy OP(8) Road Construction Compensation Rates be received for information.*
- *That the report on the Sandy Point Development Agreement be received for information.*
- *That the presentation on the Farmers' Advocate Office be received for information.*
- *That the presentation on the Lacombe County Land Use Bylaw be received for information; and further, that information regarding the Land Use Bylaw be presented in the County News on a periodical basis.*
- *That the presentation on the Lacombe County Rural Internet Update be received for information; and further, that the County Manager be directed to invite internet service providers to make future presentations to Council.*
- *That the update and overview of the mandates of the Alberta Government Bill 77 and discussions with the Alberta Municipal Administrators' Association be received for information.*
- *That the following issues be forwarded to the RMA for their consideration for their April 14, 2022 attendance at Council.*
- *That Council tour Enhance Energy on June 30, 2022 and also tour Greenway Farma at a time dependent on the time provided by Enhance Energy on June 30, 2022.*
- *That Council be authorized to attend the Parkland Community Planning workshop on Joint Use and Planning Agreements (JUPAs) between municipalities and school boards on the morning of May 20, 2022.*
- *That a review of Lacombe County's Procedural Bylaw take place at a future Committee of the Whole meeting.*
- *That the presentation on Social Media Training and the Lacombe County Social Media Policy be received for information.*
- *That the presentation on Cybersecurity Awareness be received for information.*



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HIGHWAY 604

Ms. Shepherd, Mr. West, Mr. Weenink, Mr. Timmons and representatives of Lacombe County will attend a proposed meeting with MLA Ron Orr and the Minister of Transportation Rajan Sawhney to discuss the paving of the final five miles of Highway 604.

BYLAW NO. 1374/22 – THE SLOPES

Bylaw No. 1374/22, a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to change the zoning of Plan 152 4826, Block 5, Lot 13; Plan 152 4826, Block 5, Lot 14; Plan 152 4826, Block 5, Lot 15, and Plan 152 4826, Block 5, Lot 16 from Higher Density Residential 'R-HDR' District to Residential Conservation Cluster "R-RCC" District was given first reading by Council. A public hearing will be held on May 12, 2022, starting at 9:00 a.m.

BYLAW NO. 1370/22 – USE OF HIGHWAYS

To allow for the enforcement of the Digital Parking System at the Sandy Point Beach, Sandy Point Boat Launch and Sunbreaker Cove Boat Launch several amendments as required have been made to the County's Use of Roads bylaw.

Bylaw No. 1370/22, a bylaw of Lacombe County respecting the use of highways under the direction, control and management of Lacombe County was given first, second and third reading and passed.

BYLAW NO. 1373/22 – ENFORCEMENT OF BYLAWS

To allow for the enforcement of the Digital Parking System at the Sandy Point Beach, Sandy Point Boat Launch, and Sunbreaker Cove Boat Launch, several amendments were made to the County's Enforcement of Bylaws bylaw.

Bylaw No. 1373/22, a bylaw of Lacombe County respecting the enforcement of bylaws was given first, second and third reading and passed.

BYLAW NO. 1371/22 – ESTABLISHMENT OF FEES

Bylaw No. 1371/22 has been updated to have the proposed parking fees for Sunbreaker Cove Boat Launch, and Sandy Point Beach and Boat Launch include a provision for a seasonal parking pass.

Bylaw No. 1371/22, a bylaw of Lacombe County respecting the enforcement of bylaws was given first, second and third reading and passed.

SUBDIVISION APPLICATION S-003-22

Subdivision Application S-003-22 made by Richards Consulting and Associates Ltd., on behalf of the Track on 2 will subdivide an existing 58.67 ha (145 acre) parcel of land legally described as Lot 1 Block 1 Plan 992 0636, Pt. SW 23-40-27-W4M, west of the City of Lacombe owned by The Track on 2 Inc.

Subdivision Application S-003-22 was approved by Council subject to conditions,

SUBDIVISION APPLICATION S-005-22

Subdivision Application S-005-22 made by Phil Stenerson will create a separate title to an approximately 0.16 ha (0.40 acre) parcel of land on the northwest part of Block Y, Plan 7159AI, located on the southeast part of the Hamlet of Mirror.

Subdivision Application S-005-22 was approved by Council subject to conditions,

RMA MEMBER VISIT

Paul McLauchlin, President; Amber Link, District 2 Director, Gerald Rhodes, Executive Director Tasha Blumenthal, Director of External Relations and Advocacy of the RMA attended Council and discussion took place regarding advocacy issues, innovative projects by Lacombe County and RMA service provision with regard to business and advocacy.



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Next Regular Council Meeting is
Thursday, April 28, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is
June 13, 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.**



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING APRIL 28, 2022

BYLAW NO. 1368/22 - Pt. NW 21-39-03 W5M – ALBERTA VIEWS RV & GOLF COURSE

Bylaw No. 1368/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to change the zoning of approximately 61.95 hectares (153.07 acres) on Pt. NW 21-39-03 W5M, from Agricultural 'A' District to Recreation "PR" District.

County Council gave bylaw No. 1368/22 third reading.

2021 OPERATING SURPLUS AND RESERVE ALLOCATION

By resolution of Council, the 2021 operating budget surplus was allocated as follows:

<i>Trails and Parks Reserve</i>	\$ 500,000
<i>Tax Rate Stabilization Reserve</i>	1,000,000
<i>Remain in Unrestricted Surplus</i>	<u>39,954</u>
 <i>Total</i>	 \$ 1,539,954

ECONOMIC DEVELOPMENT STRATEGY – COUNCIL WORKSHOP

The County Council Workshop with Factor5 Group Inc. to develop the Lacombe County Economic Development Strategy will be held on June 20, 2022.

AGRICULTURAL SERVICE BOARD (ASB) STRUCTURE

The County Manager was directed to amend the Agricultural Service Board Terms of Reference as identified in Policy CC(3) by:

1. including a provision stating that the Agricultural Service Board is to meet a minimum of two times per year, and
2. replacing the clause "Reeve to Serve as Chair" with "Chairperson and Vice-chairperson" shall be selected by Council at the organizational meeting.

Policy CC(3), as amended, will be presented to Council at a future meeting for consideration of approval.

SOLAR POWER UPDATE

A report was provided with respect to the June 2021 completion by SkyFire Energy of the installation of a 115 kWDC solar PV system on the roof of the Lacombe County shop building. This system includes 288 solar modules, two inverters, and 144 optimizers. To date, the system has produced 106,400 kWh, which equates to a CO² emission reduction of 41.7 T or the planting of 1,245 trees.

RC(9) FUNDING OF COMMUNITY PROGRAMS, EVENTS AND ACTIVITIES – ADDITIONAL REQUESTS

The following RC(9) applications received Council approval:

Gull Lake Community League	\$554
Mirror Association for Ball Diamonds, Campground and Skating	\$500

RCMP CRIME PREVENTION UNIT UPDATE

C/Supt. Peter Twefik, Officer In-Charge, provided an update on the activities and initiatives of the Alberta RCMP Crime Reduction Strategy.

LACOMBE COUNTY INNOVATION COMMITTEE REPORT

A presentation was provided on the Lacombe County Innovation Initiative. The Committee has been established to enable staff to submit initiatives to find efficiencies and cost savings in the operations of the County.



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BATTLE RIVER WATERSHED ALLIANCE

The Battle River Watershed Alliance (BRWA) presented the watershed management in the Battle River and Sounding Creek Watersheds for Council information.

LACOMBE COUNTY 2021 FINANCIAL STATEMENTS

Council approved the Lacombe County 2021 Financial Statements, which reflect the 2021 surplus and reserve allocations.

Next Regular Council Meeting is
Thursday, May 12, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is
June 13, 2022 – 9:00 a.m.

Lacombe County Administration Building

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



Greg Rathjen

REPORT FOR April 2022

- April 12 Regular Town Council Meeting

Carma Holmes, MBA, P. Eng., LEED AP made a Presentation by the Engineering firm Associated regarding the Conditions/ costs to fix the building and direction town council must decide for the future of the Oxford School Building. We had substantial turn out to listen to the report and to share concerns.

- April 13 Meeting in Eckville LREMP Advisory Meeting Representatives from Municipalities and Summer Villages

Extending the contract for Julian to be four years from three years. The decision to pass the recommendation Contract was Tabled till each of us has a copy to peruse and then we view the contract and vote at a May Zoom Meeting.

- April 26th Council meeting was canceled



Dale Grimsdale

REPORT FOR April 2022

- April 12 - Regular Council meeting.



Pam Hansen

REPORT FOR April 2022

- April 12 Regular Meeting of Council
- April 26 Regular Meeting of Council Canalled



Lenore Eastman

REPORT FOR April 2022

- April 12 - Regular Council meeting.
- April 27 - Lacombe Regional Waste Services Commission
 - went through the audit.
 - reported on all waste weights are on par.
 - reminded everyone on the new specifications on plastic recycling.



Brenda Valiquette

REPORT FOR April 2022

- April 12th, 2022, - Regular council meeting
 - Oxford Hall was discussed and we had some very interesting comments, and some very good suggestions about what should or could be done with/or about the Oxford hall. No decisions have been made so far

b