



AGENDA
Bentley Town Council Regular Meeting
Tuesday May 24, 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 May 10, 2022**

5. Financial:

- a) Prepaid Cheque Listing – Cheques No. 20220320 to 20220357**

6. New Business

- a) Bylaw 232/2022 - 2022 Mil Rate Bylaw**
- b) Bylaw 233/2022 – Supplementary Assessment and Taxation of Manufactured Homes Bylaw**

7. Correspondence

- a) Public Engagement – Information Session June 29, 2022, Oxford Building and Municipal Park**
- b) Hazardous Waste Roundup Scheduled for June 4, 2022**
- c) Lacombe County Council Highlights May 12, 2022**
- d) Parkland Regional Library System – 2021 Annual Report Infographic**

8. Other Business

- a) In-Camera – Disclosure Harmful to Personal Privacy – Personnel / Labour Matter (In-camera pursuant to section 17(1) Freedom of Information and Privacy Act**

9. Adjournment



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

May 10, 2022

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, May 10, 2022, at 6:45 p.m., in the Bentley Municipal Office

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

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

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

Read by Mayor Rathjen

Agenda

Motion 90/2022 Moved by Deputy Mayor Hansen, "THAT the agenda of the May 10, 2022, Regular Meeting of Council be amended to include the following items under Other Business:

- a) **Digital Services Squad for Business Community**
- b) **Hazardous Waste Roundup June 4, 2022**
- c) **Elected Official Education Program – Land Use Approvals Course May 12, 19, 26 and June 2**
- d) **Indigenous Tourism Alberta Cultural Awareness Training Rainy Creek Ranch May 31, 2022**

AND "THAT the agenda of the May 10, 2022, Regular Meeting of Council also be amended to include the following items under New Business:

- d) Award of QU20221 = Branding Project and Website
- e) Coffee with Council

Carried

Motion 91/2022 Moved by Councillor Grimsdale, "THAT the amended agenda, of the May 10, 2022, Regular Meeting of Council be accepted."

Carried

Previous Minutes

Motion 92/2022 Moved by Deputy Mayor Hansen, "THAT the minutes of the April 12, 2022, Regular Meeting of Council be amended as follows:

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 logged*; AND

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

Carried

Motion 93/2022 Moved by Councillor Eastman, "THAT the amended minutes of the April 12, 2022, Meeting of Council be accepted."

Carried

Financial

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

Motion 94/2022 Moved by Councillor Grimsdale, "THAT Cheque No. 2022050 to 20220319 and Cheque Listing for Mayor and Council be received for information."

Carried

New Business

a) Q1 Financial Reporting and Goals Update

Motion 95/2022 Moved by Councillor Grimsdale, "THAT the 1st quarter financial results and goals update presented by CAO Marc Fortais, be received as information."

Carried

Break 7:50pm Mayor Rathjen called a short break

Call to order Mayor Rathjen called the meeting to order 7:57pm

b) Wayfinding and Directional Signage Hwy 12 & 20 Official Survey Results and Project Update

Motion 96/2022 Moved by Councillor Eastman, "THAT Mayor and Council accept the Wayfinding and Directional Signage Hwy 12 & 20 Official Survey Results and Project Update as information."

Carried

c) Seniors Week June 6 to June 12, 2022, and Proclamation for World Elder Abuse Awareness Day

Motion 97/2022 Moved by Deputy Mayor Hansen, "THAT Mayor and Council declare that June 6 to 12, 2022 is officially recognized as Senior's Week in the Town of Bentley; AND

THAT Mayor and Council sign the proclamation recognizing June 15, 2022, as World Elder Abuse Awareness Day."

Carried

d) Award of QU20221 - Branding Project and Website

Motion 98/2022 Moved by Councillor Valiquette, "THAT Mayor and Council authorize CAO Marc Fortais to award RFP QU20221 Branding Project and New Website to Unfussy for an amount up to a maximum of \$45,000."

Carried

e) Coffee with Council

Mayor and Council discussed the possible opportunity to have coffee with council. It was mentioned that this provided an opportunity for residents to engage council in another forum. The discussion also pointed out that members of the public had opportunities to come to council anytime and to request to be placed on the agenda. Mayor Rathjen also pointed out that Council would be taking rotational shifts at a booth at the farmer's market, where members of the public could meet with a councillor other opportunity for engagement are coming including.

- Bentley Southeast Area Structure Plan
- Oxford School Information session
- The recent survey on roundabout signage

No motion was made, and the topic was generally discussed

Correspondence

a) Lacombe County Council Highlights April 14, 2022

b) Lacombe County Council Highlights April 28, 2022

Motion 99//2022 Moved by Councillor Valiquette, "THAT correspondence items a) to b) be received for information."

Carried

Other Business / Council Question Period

a) Digital Services Squad for Business Community

- CAO Marc Fortais provided an overview of the program which is intended to help small businesses with their online presence. The program is a partnership between the Town of Bentley, Community Futures, Business Link and Digital Main Street.
- It is designed to provide up to 15 hours of free support to help businesses with their website, social media presence, boost their search engine optimization (SEO) results, complete their Google business profile and much more.
- The CAO and the student hired by Community Futures will be out in the community on May 11, 2022, speaking with businesses regarding the program.

b) Hazardous Waste Roundup

- CAO Marc Fortais updated Mayor and Council that this year the Hazardous Waste Roundup will occur on June 4, 2022.
- The program is funded partially via a grant from Alberta Recycling, and in collaboration with Lacombe County.
- The program allows for residents to safely dispose of hazardous chemicals, tires, and used oil materials.
- The program date will be advertised on social media, the town website, the Rimbey Review and in the Neighborhood Notes.

c) Elected Officials Education Program – Land Use Approvals Course May 12, 19, 26 and June 2, 2022

Motion 100/2022 Moved by Deputy Mayor Hansen, “THAT any member of council be authorized to attend the online session Land Use Approvals Course to occur on May 12, 19, 26 and June 2, 2022.”

Carried

d) Indigenous Tourism Alberta Cultural Awareness Training Rainy Creek Ranch May 31, 2022

- CAO Marc Fortais provided an overview of Indigenous Tourism Cultural Awareness Training that he will be attending along with the Mayor on May 31, 2022, at Rainy Creek Ranch.
- The training focuses on Relationship, Respect, Reciprocity and Responsibility and is being hosted by Indigenous Tourism Alberta. This is a full day training workshop aimed to help those working in the tourism industry to broaden their understanding of Indigenous peoples, connection to the land and indigenous tourism. ITA’s cultural awareness training takes participants through aspects of history, cultural understanding, with a focus on Indigenous tourism and responsibility in the promotion and best practices of authentic Indigenous tourism experiences.

Motion 101/2022 Moved by Councillor Valiquette, “THAT Other Business items a), b) and d) be accepted as information.”

Carried

Council Reports

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

Motion 102/2022 Moved by Councillor Valiquette, “THAT the April Council Reports be accepted as information.”

Carried

Adjournment

Mayor Rathjen adjourned the meeting at 9:24 pm

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

2022-May-18
4:46:40PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220320	2022-05-15	RATHJEN, ARTHUR M				
20220321	2022-05-15	VALIQUETTE, BRENDA C				
20220322	2022-05-15	HANSEN, PAMELA				
20220323	2022-05-15	GRIMSDALE, DALE A				
20220324	2022-05-15	EASTMAN, LENORE M				
20220325	2022-05-14	CARSON, BARBARA J				
20220326	2022-05-14	JENSEN, DARREN J				
20220327	2022-05-14	MEREDITH, SANDRA L				
20220328	2022-05-14	GIBSON, COLE C				
20220329	2022-05-14	DENNEHY, NATHAN				
20220330	2022-05-14	GREAVES, LORYANNE				
20220331	2022-05-14	FORTAIS, MARC C				
20220332	2022-05-14	KIKSTRA, ROBERT B				
20220333	2022-05-15	LOOV, CHRISTOPHER D				
20220334	2022-05-11	327241 ALBERTA LTD.	1026	PAYMENT APRIL ANIMAL CONTROL SERVICES	997.50	997.50
20220335	2022-05-11	BENTLEY ESSO	30042022	PAYMENT APRIL VEHICLE/EQUIPMENT FAS/DII	1,780.97	1,780.97
20220336	2022-05-11	BLACK PRESS GROUP LTD.	34250664	PAYMENT RIMBEY REVIEW SUMMER EMPLOYI	449.58	449.58
20220337	2022-05-11	BUNZL CLEANING & HYGIENE	130918	PAYMENT GARBAGE BAGS FOR OFFICE AND S	157.60	157.60
20220338	2022-05-11	CAMPUS ENERGY PARTNERS LP	#2688ZC-2204-1 1000894-202204 1000895-202204	PAYMENT NATURAL GAS BILL FOR APRIL 2022 ELECTRICITY BILL FOR APRIL 2022 STREET LIGHTING BILL FOR APRIL	4,073.99 7,716.57 5,727.40	17,517.96
20220339	2022-05-11	CANOE PROCUREMENT GROUP OF CANADA, DIV. OF	AB112178	PAYMENT OFFICE STATIONARY SUPPLIES	189.86	189.86
20220340	2022-05-11	CHAPMAN RIEBEEK LLP	2205014	PAYMENT LEGAL SERVICES FOR APRIL 2022	1,303.84	1,303.84
20220341	2022-05-11	FORTAIS, MARC	02052022	PAYMENT MEDICINE HILLS SACRED GROUND	44.82	44.82
20220342	2022-05-11	G.L.D.C. GAS CO-OP LTD.	04302022	PAYMENT BENTLEY FIRE HALL NATURAL GAS	518.23	518.23
20220343	2022-05-11	LEAVITT MACHINERY CANADA INC.	INVC-321328	PAYMENT GENIE SLIFT ELECTRIC NDT YEARL'	781.60	781.60
20220344	2022-05-11	TELUS MOBILITY INC.	May092022	PAYMENT TELUS MOBILITY BILL FOR MAY 202:	76.62	76.62
20220345	2022-05-12	BENTLEY MUNICIPAL LIBRARY	11052022	PAYMENT BENTLEY ANNUAL GRANT & VAN SC	21,250.00	21,250.00
20220346	2022-05-12	HHID	MAY2022	PAYMENT DEM MAY PAYMENT	787.50	787.50
20220347	2022-05-12	SERVUS CREDIT UNION	04292022	PAYMENT SERVUS MASTERCARD BILL FOR AF	646.93	646.93
20220348	2022-05-13	LACOMBE COUNTY	IVC00042054	PAYMENT LACOMBE 1ST QUARTER COST SHA	2,984.38	2,984.38



TOWN OF BENTLEY

Cheque Listing For Council

2022-May-18
4:46:40PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20220349	2022-05-18	ADT SECURITY SERVICES CANADA INC.	27383199	PAYMENT PUMPHOUSE SECURITY	42.00	42.00
20220350	2022-05-18	BIG HILL SERVICES	29579 29620	PAYMENT WHITE BASE PAINT FOR ARENA ARENA - OLYMPIA ANNUAL SERVICE	1,146.81 3,148.07	4,294.88
20220351	2022-05-18	GREGG DISTRIBUTORS LP	059-450674 059-452162 059-452163 059-452164	PAYMENT P.W. SHOP SUPPLIES, BATTERY & C PLANT HANGERS PARKS & REC SECURITY BOLT CAMPGROUND SECURITY PADLOCK	872.05 73.70 37.54 51.58	1,034.87
20220352	2022-05-18	INNOV8, DIGITAL SOLUTIONS INC.	IN342328	PAYMENT FCSS PHOTOCOPIER	10.03	10.03
20220353	2022-05-18	KEY AGVENTURES INC.	IR68498	PAYMENT OIL FOR THE MOWERS	145.46	145.46
20220354	2022-05-18	MY TECH ONSITE	INV 2022	PAYMENT SOPHOS ANTIVIRUS FOR SERVER #	1,383.89	1,383.89
20220355	2022-05-18	RED DEER HEATING & REFRIGERATION	255	PAYMENT ARENA SHUTDOWN & COMPRESSO	262.50	262.50
20220356	2022-05-18	BIG BROTHERS BIG SISTERS LACOMBE & DISTRICT	04052022	PAYMENT GO GIRLS & GAME ON MENTORING	220.00	220.00
20220357	2022-05-18	THE WAWANESA MUTUAL INSURANCE COMPANY	004000001234256	PAYMENT CLAIM CIARA TOWNSEND FLAG POL	1,878.19	1,878.19

Total 77,671.65

*** End of Report ***



Agenda Date: May 24, 2022
Agenda Item: New Business:
Bylaw 232/2022 - 2022 Mil Rate Bylaw

LEGISLATIVE REQUIREMENT/AUTHORITY

WHEREAS, the Town of Bentley has prepared, and Town Council has adopted detailed estimates of the municipal revenues and expenditures as required, at the Council Budget meeting held on December 14, 2021, as well as an update presented at the first quarter budget progress and goals update presented May 10, 2022; and

WHEREAS the estimated municipal expenditures and transfers set out in the first quarter projections for the 2022 Budget for the Town of Bentley total \$2,632,129.50 and

WHEREAS the estimated municipal revenue and transfers from all sources other than taxation is estimated at \$1,502,611.00 and the balance of \$1,133,572.12 is to be raised by general municipal taxation; and

WHEREAS the estimated requisition for the.

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$ 244,747.64
Non-residential	<u>\$ 54,581.99</u>
Total Estimated Alberta School Foundation Fund	\$ 299,329.63

WHEREAS the Seniors Foundation requisition is.

Lacombe Seniors Foundation	\$ 6,558.06
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WHEREAS the Designated Industrial Property levy is

Designated Industrial Property	\$ 107.78
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WHEREAS the policing levy is

Policing Cost Levy	\$ 38,689.00
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WHEREAS the Council of the Town of Bentley is required each year to levy, on the assessed value of all taxable property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS the Council of the Town of Bentley is authorized to classify assessed property and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS the assessed value of all property in the Town of Bentley, as shown on the assessment roll is:

Residential/Farmland	\$ 90,538,520.00
Non-residential	\$ 14,230,650.00
Machinery and Equipment	<u>\$ 376,770.00</u>
Total Municipal Assessment	\$105,145,940.00

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Bentley, in the Province of Alberta, enacts as follows.

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Bentley, as follows.

	<u>Tax Rate</u>	<u>Assessment</u>	<u>Tax Levy</u>
General Municipal			
Residential/Farmland	10.266670 mills	\$90,538,520.00	\$ 929,529.11
Non-residential	13.968450 mills	\$14,230,650.00	\$ 198,780.12
Machinery and Equipment	13.968450 mills	\$ 376,770.00	<u>\$ 5,262.89</u>
Total General Municipal (rounded)			\$1,133,572.12
ASFF – School Foundation			
Residential/Farmland	2.720423 mills	\$89,966,760.00	\$ 244,747.64
Non-residential	3.835523 mills	\$14,230,650.00	<u>\$ 54,581.99</u>
Total School Foundation (rounded)			\$ 299,329.63
Lacombe Foundation			
Residential/Farmland	0.062712 mills	\$89,966,760.00	\$ 5,642.00
Non-residential	0.062712 mills	\$14,607,420.00	<u>\$ 916.06</u>
Total Lacombe Foundation (rounded)			\$ 6,558.06
Designated Industrial	0.076600 mills	\$ 1,407,050.00	\$ 107.78
Police Funding Model			
Residential/Farmland	0.369967mills	\$89,966,760.00	\$ 33,284.74
Non-residential	0.369967 mills	\$14,607,420.00	<u>\$ 5,404.26</u>
Total Police Funding Model (rounded)			\$ 38,689.00
Total Municipal Taxes			\$1,133,572.12
Other Revenue Municipal purposes (grants, fees, charges)			\$1,502,611.00
Total Taxes collected on behalf of others			<u>\$ 344,684.47</u>
Total Revenue Collected by Town of Bentley 2022			\$2,980,867.59

SUMMARY AND BACKGROUND

Municipal governments are required each year to establish budgets and determine all sources of revenue to fund required expenditures to support determined service levels and standards.

The Town of Bentley 2022 Budget was approved by Mayor and Council at the December 14, 2021, regular meeting of council and was reviewed again recently through the first quarter projections and goals update presented at the May 10, 2022, regular meeting of council. The revenue and expenditure amounts approved and reviewed remain unchanged, other than an associated increase in revenue and expenditure of \$12,515.51 for the School Tax increase that was not reflected in the first quarter projections.

The current budget and tax rate bylaw reflects Mayor and Council's goal of holding the portion of taxes used for municipal purposes with no increases (other than rounding of mil rate) for the 2022 year. However, their continues to be pressure from outside the town of Bentley due to rising costs and as such there are increases beyond our control as follows:

	2021	2022	Increase
- Police Funding Model	\$ 29,037.60	\$ 38,689.00	\$ 9,651.40
- School Foundation	\$286,814.12	\$299,329.63	\$12,515.51
- Lacombe Foundation	\$ 6,496.06	\$ 6,558.06	\$ 62.00
- Designated Industrial	\$ 106.24	\$ 107.78	\$ <u>1.54</u>
Other Total Increases			\$22,230.45
- Mil Rate Rounding Increase	\$1,132,806.51	\$1,133,572.13	\$ 765.63
Total Increase Other and Municipal Rounding			\$22,996.08

It is administrations recommendation that the 2022 Mil Rates be established in accordance with Bylaw 232/2022 and that this bylaw be read three times.

RATIONALE FOR RECOMMENDATION

- As the CAO for the town of Bentley, I have undertaken due diligence and have reviewed all budget estimates and have compared these to the actual expenditures for the current first quarter. As well I have reviewed all active contracts, agreements, memberships, wages and salaries, cost sharing with Lacombe County etc. to ensure that the numbers represented in the approved 2022 budget are accurate and continue to be reflective of true costs.
- Taxation is impacted from both changes in assessment as well as changes to mil rates. In 2022 the overall assessment value has decreased slightly, and I have undertaken to continue to stabilize the mil rate for taxation, this in-turn has resulted in the Town of Bentley collecting the same amount of revenue specifically for municipal purposes, through taxation that was collected in the 2021 tax year other than a slight rounding difference in the tax rate resulting in additional \$765.63 in revenue. It should also be noted that the policing costs for 2022 have increased by 33% of the previous year costs thus resulting in the need for additional collection of taxation not for municipal purposes. This coupled with an additional increase in School Taxes of \$12,515.51 or 4.36% may result in a slight increase in individual or business taxes. Taxes may also increase if their assessment increased or if their specific assessment decreases by less than any average decrease within a specific assessment class.

- There has been no reduction in the provision of service levels to the Town of Bentley, and the Town has added one new FTE as well as continues to replace aging assets. Where possible the town seeks grant funding to alleviate the burden to the local taxpayer.
- The Town provides services that are above standard compared to other Towns and Communities, such as the removal of snow every time Public Works Plows.

RECOMMENDATION:

THAT Mayor and Council give three readings to Bylaw No. 232/2022 being a bylaw establish the 2022 Mil rates for the collection of Property Taxes.

ATTACHMENTS:

1. Bylaw 232/2022 – 2022 Mil Rate Bylaw

Marc Fortais, CAO



By-law No. 232/2022

A by-law of the Town of Bentley, in the Province of Alberta, to authorize the rates of taxation to be levied against assessable property within the Town of Bentley for the 2022 taxation year.

WHEREAS, the Town of Bentley has prepared, and Town Council has adopted detailed estimates of the municipal revenues and expenditures as required, at the Council Budget meeting held on December 14, 2021, as well as an update presented at the 1st quarter budget progress and goals update presented May 10, 2022; and

WHEREAS, the estimated municipal expenditures and transfers set out in the 1st quarter projections for the 2022 Budget for the Town of Bentley total \$2,632,129.50 and

WHEREAS, the estimated municipal revenue and transfers from all sources other than taxation is estimated at \$1,502,611.00 and the balance of \$1,133,572.12 is to be raised by general municipal taxation; and

WHEREAS, the estimated requisition for the;

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$ 244,747.64
Non-residential	<u>\$ 54,581.99</u>
Total Estimated Alberta School Foundation Fund	\$ 299,329.63

WHEREAS, the Seniors Foundation requisition is;

Lacombe Seniors Foundation	\$ 6,558.06
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WHEREAS, the Designated Industrial Property levy is

Designated Industrial Property	\$ 107.78
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WHEREAS, the policing levy is

Policing Cost Levy	\$ 38,689.00
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WHEREAS, the Council of the Town of Bentley is required each year to levy, on the assessed value of all taxable property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council of the Town of Bentley is authorized to classify assessed

property and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Town of Bentley, as shown on the assessment roll is:

Residential/Farmland	\$ 90,538,520.00
Non-residential	\$ 14,230,650.00
Machinery and Equipment	<u>\$ 376,770.00</u>
Total Municipal Assessment	\$105,145,940.00

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Bentley, in the Province of Alberta, enacts as follows;

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Bentley, as follows;

	<u>Tax Rate</u>	<u>Assessment</u>	<u>Tax Levy</u>
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Machinery and Equipment	13.968450 mills	\$ 376,770.00	<u>\$ 5,262.89</u>
Total General Municipal (rounded)			\$1,133,572.12
ASFF – School Foundation			
Residential/Farmland	2.720423 mills	\$89,966,760.00	\$ 244,747.64
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Non-residential	0.062712 mills	\$14,607,420.00	<u>\$ 916.06</u>
Total Lacombe Foundation (rounded)			\$ 6,558.06
Designated Industrial	0.076600 mills	\$ 1,407,050.00	\$ 107.78
Police Funding Model			
Residential/Farmland	0.369967mills	\$89,966,760.00	\$ 33,284.74
Non-residential	0.369967 mills	\$14,607,420.00	<u>\$ 5,404.26</u>
Total Police Funding Model (rounded)			\$ 38,689.00
Total Municipal Taxes			\$1,133,572.12
Other Revenue Municipal purposes (grants, fees, charges)			\$1,502,611.00
Total Taxes collected on behalf of others			<u>\$ 344,684.47</u>
Total Revenue Collected by Town of Bentley 2022			\$2,980,867.59

This by-law shall take effect on the date of the third and final reading.

By-law No. 232/2022 read a first time this _____ day of May 2022.

By-law No. 232/2022 read a second time this _____ day of May 2022.

By-law No. 232/2022 read a third time and passed this _____ day of May 2022.

Mayor

Chief Administrative Officer



Agenda Date: May 24, 2022

Agenda Item: New Business:
Bylaw 233/2022- Supplementary Assessment and Taxation of Mobile Homes Bylaw

LEGISLATIVE REQUIREMENT/AUTHORITY

Pursuant to section 313 to 316 inclusive and section 369 of the Municipal Government Act, Chapter M-26 of the Revised Statutes of Alberta, 2000, the Council of the Town of Bentley, duly assembled, enacts as follows:

1. Definitions

- a) “Manufactured Home, “means a residential building containing one dwelling unit constructed off site in one or more sections and intended to be occupied in a place other than where it was manufactured;” as is defined by Land Use By-law No. 189/2016 of the Town of Bentley and Bylaw amendment 226/2021 Building Demolitions and Manufactured Homes outside of the Manufactured Homes District.
- b) “Owner” in respect of a manufactured home means the owner of the manufactured home and not the person in lawful possession of it.

2. Supplementary Assessment

- a) The Assessor will prepare supplementary assessments for all manufactured homes that are moved into the Town of Bentley during the 2022 calendar year.
- b) The supplementary assessment roll and the supplementary assessment notice shall be administered in accordance with Sections 315 and 316 of the Municipal Government Act.

3. Supplementary Taxation

- a) The Town of Bentley will prepare a supplementary property tax notice for all taxable manufactured homes that are moved into the Town of Bentley during the 2022 calendar year.
- b) The supplementary property tax must be pro-rated to reflect only the number of months during which the manufactured home is in the Town of Bentley.

- c) The supplementary property tax notice will be sent to the manufactured homeowner.

SUMMARY AND BACKGROUND

As defined in the municipal government act, if a municipality wishes to require the preparation of supplementary assessments for improvements, the council must pass a supplementary assessment bylaw authorizing the assessments to be prepared for the purpose of imposing a tax under Part 10 in the same year. This bylaw can refer to all improvements or specifically to designated manufactured homes specifically. Administration recommends that a bylaw 233/2022 be read three consecutive times to allow for the preparation of supplementary assessments specifically for designated manufactured homes in the 2022 calendar year.

RATIONALE FOR RECOMMENDATION

- Mobile homes are moved in and out of the Town of Bentley throughout the year, this allows for those Mobile homes to be taxed accordingly and share the taxation burden born by other residential taxpayers.
- Bentley has consistently passed such a bylaw in previous years.

RECOMMENDATION:

THAT Mayor and Council give three readings to Bylaw No. 233/2022 being a bylaw to provide for supplementary assessment and taxation of manufactured homes for the 2022 calendar year.

ATTACHMENTS:

1. Bylaw 233/2022 – Supplementary Assessment and Taxation of Mobile Homes Bylaw

Marc Fortais, CAO



By-law No. 233/2022

Being a Bylaw of the Town of Bentley, in the Province of Alberta, to provide for the supplementary assessment and taxation of manufactured homes for the 2022 calendar year.

Pursuant to section 313 to 316 inclusive and section 369 of the Municipal Government Act, Chapter M-26 of the Revised Statutes of Alberta, 2000, the Council of the Town of Bentley, duly assembled, enacts as follows:

1. Definitions

- a) "Manufactured Home," means a residential building containing one dwelling unit constructed off site in one or more sections and intended to be occupied in a place other than where it was manufactured"; as is defined by Land Use By-law No. 189/2016 of the Town of Bentley and Bylaw amendment 226/2021 Building Demolitions and Manufactured Homes outside of the Manufactured Homes District.
- b) "Owner" in respect of a manufactured home means the owner of the manufactured home and not the person in lawful possession of it.

2. Supplementary Assessment

- a) The Assessor will prepare supplementary assessments for all manufactured homes that are moved into the Town of Bentley during the 2022 calendar year.
- b) The supplementary assessment roll and the supplementary assessment notice shall be administered in accordance with Sections 315 and 316 of the Municipal Government Act.

3. Supplementary Taxation

- a) The Town of Bentley will prepare a supplementary property tax notice for all taxable manufactured homes that are moved into the Town of Bentley during the 2022 calendar year.
- b) The supplementary property tax must be pro-rated to reflect only the number of months during which the manufactured home is in the Town of Bentley.
- c) The supplementary property tax notice will be sent to the manufactured homeowner.

This bylaw shall come into force and effect on the date of the final reading thereof.

This by-law shall take effect on the date of the third and final reading.

By-law No. 233/2022 read a first time this ____ day of May 2022.

By-law No. 233/2022 read a second time this ____ day of May 2022.

By-law No. 233/2022 read a third time and passed this ____ day of May 2022.

Mayor

Chief Administrative Officer



Town of Bentley

Box 179, 4918 – 50 Avenue
Bentley, AB T0C 0J0
403-748-4044 Fax: 403-748-3213
www.townofbentley.ca



Information Session - OXFORD SCHOOL Open House June 29, 2022, 5:00pm to 8:00pm At the Seniors Drop In

On April 12, 2022, Town of Bentley Administration along with representation from Associated Engineering, presented the findings of a Building Condition Assessment Report regarding Oxford School.

Major concerns regarding the structural integrity of the building were identified and include the deterioration of the roof, load-bearing brick walls and foundations. There are also many building code deficiencies that are required for public occupancy that are currently not being met.

The estimated cost for repairs to the building are more than \$1.2 million dollars. Due to this significant cost to repair as well as an analysis of current utilization of other community buildings, administration made a recommendation to consider demolishing the building. The following motion was approved by Mayor and Council:

“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 logged; AND

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

Town Administration along with members of Council will be present at the Senior's Drop In located at 4918 50th Ave, to answer your questions and seek the community's input regarding ideas for the Municipal Park. This is a drop-in format between the hours of 5:00pm and 9:00pm.

Please come out to discuss the Oxford Building and its current condition and share your thoughts and ideas regarding the future of the Municipal Park.

Once input has been gathered, a plan will be developed for the park to share with Mayor and Council and the public for consideration.

Sincerely,
Marc Fortais
Chief Administrative Officer

Recycling Roundup

STARTS NOW!



ELECTRONICS



PAINT



TIRES

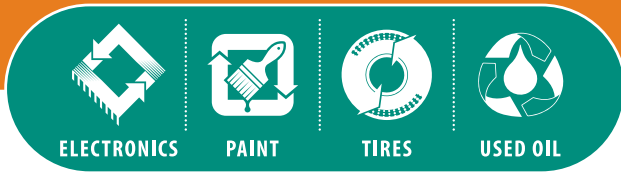


USED OIL
MATERIALS



HOUSEHOLD
HAZARDOUS
WASTE

albertarecycling.ca



PLEASE BRING YOUR RECYCLABLE ITEMS TO:

May 19, 2022

Marc Fortais
Town of Bentley
4918 50 Ave PO Box 179
Bentley, AB T0C 0J0
mfortais@townofbentley.ca

Attention: Marc Fortais, CAO

Re: 2022-23 Municipal Roundup Grant Program

Alberta Recycling Management Authority (ARMA) is pleased to inform the Town of Bentley that your application to host an event at Bentley Transfer Station as part of the 2022-23 Municipal Roundup Grant Program has been approved. The registration number for your roundup, scheduled for June 4, 2022, is C365RU.

Town of Bentley qualifies for grant funding in the 'small' category, serving a population up to 5,000¹. As specified in the Grant Program Application, you are eligible to receive the following funding:

- a) Advertising: up to \$2,000.00 (non-matching) calculated based on the material streams registered for the roundup.
- b) Event Expenses: 50% of eligible expenses to a maximum reimbursement of \$1,000.00

Please note there is no funding available for event expenses associated with the handling and/or transport of HHW or other non-program materials.

Please circulate the Roundup Application document to your colleagues working on the project to ensure all Roundup Requirements are met e.g. estimating the % of materials in each category for ePilot electronics, no bulking of paint, counting of tires and counting of used oil materials collected (estimated liters of oil, number of filters and containers).

Included in the approval package you will find advertising templates along with instructions for use. Promotion plays a critical role in the success of a roundup and is therefore a mandatory component of the roundup package. If you choose to design your own ad, please contact us for a copy of ARMA's logo and submit your draft ad for review prior to use for verification of funding eligibility. Please note if additional non-ARMA material is included in your advertising (mattresses, etc.), this will reduce the funding available as it would be considered a blended ad.

¹ Verified at http://www.municipalaffairs.gov.ab.ca/mc_municipal_profiles

After the roundup, please submit the Funding Request Form (available on our website) **within 8 weeks** of the event for reimbursement of expenses. Forms not submitted within this 8 week timeframe may not be eligible for funding.

The funding request must include:

- a) Invoices and supporting information for eligible advertising and event expenses
- b) Event and Advertising Funding Request Form (available on our website)
- c) Electronics Municipal Collection Funding Request (available on our website)
- d) ePilot Electronics Municipal Collection Funding Request (available on our website)
- e) Paint Municipal Collection Funding Request (available on our website)

The success of the Roundup Event will be shown in the volume of materials collected, please ensure the unit counts for the material collected at the roundup are documented on Part 3 of the Funding Request Form – Material Collection Summary.

Registered municipal collection sites can add the materials collected at the roundup to their collection site inventory and claim the collection funding for electronics, ePilot electronics and paint as part of the regular quarterly collection claim, but the units/weight collected at the event still need to be reported on the Roundup Funding Request Form to report the success of the event.

On a final note, we are very pleased you have decided to utilize the Municipal Roundup Grant Program this year and we wish you a successful event. If you have any questions or concerns regarding the Program, please contact us at 1-888-999-8762 or via email at grants@albertarecycling.ca .

Yours truly,



Brad Schultz,
Chief Operating Officer



Shannon Castle,
Program Administration Manager



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING MAY 12, 2022

PUBLIC HEARING - BYLAW NO. 1374/22 - Pt. SE 17-39-1 W5M – ALBERTA VIEWS RV & GOLF COURSE

A public hearing was held for Bylaw No. 1374/22. Bylaw No. 1374/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to change a portion of the Slopes development from Higher Density Residential (R-HDR) District to Residential Conservation (R-RCC) District on Pt. SE 17-39-1 W5M.

Bylaw No. 1374/22 was given second reading and third reading and so passed.

BYLAW NO. 1375/22 – TAX RATE BYLAW – 2022 BUDGET AMENDMENTS

Council approved the Lacombe County 2022 operating budget which provides for 1) total revenue of \$70,693,740 comprised of \$64,123,840 in operating revenue, \$6,569,900 in reserve transfers, and 2) total operating expenses of \$70,693,740 comprised of \$40,273,270 in operating expenses, net inventory costs of \$ 520,600, capital transfers of \$11,454,580 and reserve contributions of \$18,445,290 be approved.

Council also approved the Lacombe County 2022 capital budget which provides for revenues and expenditures of \$24,187,200.

Council gave first, second and third reading, and so passed Bylaw No. 1375/22 providing for the establishment of the 2022 Tax Rates as follows:

<u>Municipal</u>	<u>Tax Rate</u>
Residential	2.595
Farmland	5.505
Non-residential	5.613
Machinery & Equipment	5.613
<u>Policing Levy</u>	<u>Tax Rate</u>
All Assessment Classes	0.1175
<u>Alberta School Foundation Fund</u>	<u>Tax Rate</u>
Residential/Farmland	2.540
Non-residential	3.781
<u>Lacombe Foundation</u>	<u>Tax Rate</u>
All Assessment Classes (excluding Provincial GIL)	0.0595
<u>Designated Industrial Property</u>	<u>Tax Rate</u>
Designated Industrial, M&E & Linear Properties	0.0766

ELECTION UPDATE

The Local Authorities Election Act (LAEA) sets out the requirements for election campaign finances and financial reporting for municipal elections. Council was provided with an update on the status of disclosure statement submissions in accordance with Section 147.8(1) of the LAEA. A listing of those candidates who were non-compliant with the disclosure statement filing requirement was also provided. The LAEA sets out the requirements for election campaign finances and financial reporting for municipal elections.



WHERE PEOPLE ARE THE KEY

POLICY CC(3) – AGRICULTURAL SERVICE BOARD TERMS OF REFERENCE

Policy CC(3) was approved by Council providing for the following amendments:

1. a provision added stating that the Agricultural Service Board is to meet three times per year, and
2. the clause “Reeve to Serve as Chair” replaced with “Chairperson and Vice-chairperson” shall be selected by Council at the organizational meeting.

NOVA CHEMICALS ANNUAL TOUR

Council will attend a tour of Nova Chemicals on June 21, 2022.

BYLAW NO. 1350/21 – STATUTORY ROAD CLOSURE

Bylaw No. 1350/21 is a bylaw of Lacombe County to provide for the closure of a portion of an undeveloped statutory road allowance (± 2.04 acres) for consolidation with the SW 18-41-22 W4M. As this is a statutory road allowance the closure must be done by bylaw.

As per Section 22, Bylaw No. 1330/20 was forwarded to the Minister of Transportation for approval prior to consideration of second and third reading by Council. As the approval was received from the Minister, Council granted second and third reading and so passed Bylaw No. 1350/21.

GORDON GRAVES ANNEXATION REQUEST

Gordon and Katy Graves provided a presentation on the annexation of their land, NE 36-39-27 W4M, by the Town of Blackfalds in 2008. The Graves requested that Lacombe County support their request to extend the grandfathering clause of 15 years regarding taxation to 99 years or until development should occur. The Graves further asked that if the grandfathering clause was not extended, could Lacombe County annex this property back into the County.

Council directed the County Manager to prepare a report regarding the request from the Graves concerning the annexation of the NE 36-39-27 W4M by the Town of Blackfalds and the tax rate on this land. This report will be presented at a future meeting.

Next Regular Council Meeting is
Thursday, May 26, 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.**

Parkland Regional Library System 2021 Annual Report

Expanding opportunities for discovery, growth, and imagination for all Central Albertans



The Parkland Library Board thanks our member municipalities and the Government of Alberta for continued funding. With your help we supported 48 public libraries in 2021.



Virtual Library Services

- 41,779 visits to system website
- 205,607 visits to system catalogue collection
- 113,386 eLibrary database sessions, an 18% increase from 2020
- 150,310 digital checkouts
- 19,369 virtual items in Parkland's collection.
- 66% increase in our virtual collection in 2021
- 945,201 WiFi sessions at libraries

Parkland Libraries have...

617,722 items in the physical collection and over 1,106,010 physical circulations in 2021

Resource Sharing

- 3,168 van delivery stops delivering 873,700 items per year
- We purchased, processed, and delivered 23,940 physical items to the system catalogue

IT Support

- 2,451 remote support sessions
- 58 On site IT visits to implement new hardware:
 - 28 desktop computers
 - 21 laptop computers
 - 10 new monitors
 - 6 battery backups
 - 14 network switches



Member Support

- 48 training events with 551 attendees
- 13 presentations to municipal councils
- 1,615 total consulting activities by Parkland Staff



Parkland HQ

- Housed 13,005 print items, 3,165 audiobooks, 17 videos and 204 kits
- Completed 18,784 interlibrary loans
- Obtained 28 smart hubs donated by Telus - circulated 389 times

Member Libraries Borrowed:

- 14,140 Large Print Books
- 3,310 Audiobooks
- 855 Software and Video Game Kits
- 1,955 Children, Teen, and Adult Programming Kits



Strong Libraries, Strong Communities

Parkland Regional Library System



Stronger Together Conference

Parkland participated in the second annual Stronger Together Conference. There were **23** sessions, **2** wellness sessions, and **2** keynote speakers. These were attended by **1126** registrants



Advocacy Activity

Parkland's Advocacy Committee sent out packages to all **334** Mayors, Reeves, and councilors in the Parkland Region with information on Parkland and the importance of libraries.

Marketing Activities

For Canadian Library Month, Parkland had a Golden Ticket Contest for library users. Every time the ticket was found they got an entry to win an iPad. We got over **350** entries!

Parkland had a summer BBQ, open house, and activities for kids to celebrate our new building! We saw over **400** attendees.



Social Media

- **84%** increase in post engagement on Facebook
- **15%** Follower increase on Instagram
- **8%** follower increase on Facebook

Contact Us:

Parkland Regional Library System

4565 46th Street
Lacombe, AB T4L 0K2
403-782-3850

Board Chair Debra Smith
Vice Chair Leonard Phillips

Executive Committee

Debra Smith (Chair)
Barb Gilliat
Stephen Levy
Philip Massier
Marc Mousseau
Joy-Anne Murphy
Norma Penney
Leonard Penney
Teresa Rilling
Heather Ryan

Director

Ron Sheppard (ext. 230)

Manager of Finance and Operations

Donna Williams (ext. 141)

Manager of Technology Infrastructure

Tim Spark (ext. 212)

IT Helpdesk (ext. 600)

Advocacy Committee

Gord Lawlor (Chair)
Barb Gilliat
Stephen Levy
Marc Mousseau
Shawn Peach
Norma Penney (V.C.)
Bill Rock
Debra Smith
Delaney Thoreson
Shannon Wilcox

[Complete Board and Municipality list here.](#)

*Statistics based on 2021 annual report to PLSB Municipal Affairs

Strong Libraries, Strong Communities

