



AGENDA
Bentley Town Council Regular Meeting
Tuesday December 14, 2021
6:45 pm

- 1. Call to Order**

- 2. Amendments & Acceptance of Agenda**

- 3. Adoption of Previous Minutes:**
 - a) Regular Meeting of Council November 9, 2021**

- 4. Financial:**
 - a) Prepaid Cheque Listing – Cheques No. 20210825 to 20210911**
 - b) Mayor and Council Remuneration Listing**

- 5. New Business**
 - a) 2022 Operating and Capital Budget**
 - b) Bylaw 230/2021 – 2022 Water and Sewer Rates Amending Bylaw**
 - c) Bylaw 231/2021 – 2022 Garbage Collection Rates**
 - d) Indigenous Acknowledgement**

- 6. Correspondence:**

- 7. Other Business/Council Question Period:**
 - a) Reminder of Office Closure for Christmas Break**
 - b) Arena Rental Rates Comparison and Rate Freeze for 2021 to 2022 season review with Mayor and Council**

- 8. Council Reports**
 - a) Mayor Rathjen**
 - b) Deputy Mayor Valiquette**
 - c) Lenore Eastman**
 - d) Dale Grimsdale**
 - e) Pam Hansen**

- 9. Adjournment**



**Minutes of the Regular Meeting of the Council of the Town of Bentley
November 9, 2021**

Date & Place: Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, November 9, 2021, at 6:45 pm, in the Bentley Municipal Office.

In Attendance: Mayor Greg Rathjen
Deputy Brenda Valiquette
Councillor Pam 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.

Agenda: **Motion 202/2021** Moved by Councillor Hansen, "THAT the Agenda of the November 9, 2021, Regular Meeting of Council be accepted."

Carried

Previous Minutes:

Motion 203/2021 Moved by Councillor Hansen, "THAT the minutes of the October 26, 2021, Organizational Meeting, be confirmed."

Carried

Motion 204/2021 Moved by Councillor Hansen, "THAT the minutes of the October 26, 2021, Regular Meeting of Council, be confirmed."

Carried

Financial: **Prepaid Cheque Listing - Cheques No. 2021077 to 20210824**

Motion 205/2021 Moved by Councillor Grimsdale, "THAT the Prepaid Cheque Listing – Cheques #20210777 to #20210824, excluding cheques

20210782 and 20210821 due to a potential conflict of interest be received for information.”

Carried

Motion 206/2021 Moved by Councillor Hansen, “That Cheques 20210782 and 20210821 be received for information. It should be noted that Councillor Grimsdale declared a potential conflict of interest and did not vote.

Carried

New Business:

a) Emergency Management Orientation with Director of Emergency Management (Julien Veuger) and Deputy Director of Emergency Management/CAO (Marc Fortais)

Motion 207/2021 Moved by Councillor Grimsdale, “THAT the Emergency Management orientation for the Town of Bentley be accepted as information.”

Carried

b) Office Closure – Staff Holiday/Christmas Break

Motion 208/2021 Moved by Councillor Hansen, “THAT Mayor and Council supports the Town Office be closed from December 24th (12:00pm) to January 2nd to facilitate a Christmas Break for staff to spend time with their families; AND

THAT essential services, such as garbage pickup, or emergencies will be delivered as needed; AND

THAT staff are required to utilize their own vacation or banked time for any absence that does not fall on a statutory holiday.”

Carried

Correspondence: None

Other Business

a) November 23, 2021, Council Meeting cancellation:
Accommodate administration effort for strategic planning workshop November 24, 2021, and Budget Workshop December 9, 2021 (budget workshop originally planned for December 1, 2021, but did not occur until December 9, 2021)

Motion 209/2021 Moved by Councillor Hansen, “THAT the November 23,2021 regular meeting of council be cancelled to allow

administration time to prepared for the strategic planning workshop on November 24, 2021, and the budget workshop occurring on December 9, 2021.”

Carried

Council Reports

- a) Mayor Rathjen
- b) Deputy Mayor Valiquette
- c) Councillor Eastman
- d) Councillor Grimsdale
- e) Councillor Hansen
- f) Prior Deputy Mayor Dickau
- g) Prior Councillor Knutson

Motion 210/2021 Moved by Councillor Grimsdale, “THAT the Council Reports be accepted as information. “

Carried

Adjournment

Motion 211/2021 Moved by Councillor Valiquette, “THAT the meeting be adjourned at 7:48 p.m.”

Carried

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20210825	2021-11-14	CARSON, BARBARA J				
20210826	2021-11-14	JENSEN, DARREN J				
20210827	2021-11-14	MEREDITH, SANDRA L				
20210828	2021-11-14	GIBSON, COLE C				
20210829	2021-11-14	DENNEHY, NATHAN				
20210830	2021-11-14	GREAVES, LORYANNE				
20210831	2021-11-14	FORTAIS, MARC C				
20210832	2021-11-14	KIKSTRA, ROBERT B				
20210833	2021-11-15	DICKAU, JOAN L				
20210834	2021-11-15	RATHJEN, ARTHUR M				
20210835	2021-11-15	KNUTSON, CORA				
20210836	2021-11-15	TALSMA, DOUGLAS C				
20210837	2021-11-15	MAKI, NEIL				
20210838	2021-11-09	SELECT AG FOODS	REPL-20200187 REPL-20200187	Replacement Cheque Replacement Cheque	20.80	20.80
20210839	2021-11-19	VALIQUETTE, BRENDA C				
20210840	2021-11-19	HANSEN, PAMELA				
20210841	2021-11-19	GRIMSDALE, DALE A				
20210842	2021-11-19	EASTMAN, LENORE M				
20210843	2021-11-16	327241 ALBERTA LTD.	954	PAYMENT OCTOBER MONTHLY ANIMAL CONTI	892.50	892.50
20210844	2021-11-16	ACCESS GAS SERVICES	202110-AB1163	PAYMENT NATURAL GAS BILL FOR OCTOBER :	2,251.87	2,251.87
20210845	2021-11-16	AIR LIQUIDE CANADA INC.	73605483	PAYMENT CYLINDERS YEARLY LEASE	274.02	274.02
20210846	2021-11-16	BENTLEY ESSO	01112021	PAYMENT VEHICLE/EQUIPMENT GAS & DIESEL	454.60	454.60
20210847	2021-11-16	BLACK PRESS GROUP LTD.	34164479	PAYMENT ELECTION ADS	787.65	787.65
20210848	2021-11-16	CAMPUS ENERGY PARTNERS LP	1000894-202110 1000895-202110	PAYMENT ELECTICITY BILL FOR OCTOBER 202 STREET LIGHTING ELECTRICITY BIL	9,585.86 5,540.54	15,126.40
20210849	2021-11-16	DRAIN DOCTOR	2446	PAYMENT TOWN MAIN BACKED UP	1,102.50	1,102.50
20210850	2021-11-16	G.I.D.C. GAS CO-OP LTD.	12/01/21	PAYMENT BENTLEY FIRE HALL NATURAL GAS	414.40	414.40
20210851	2021-11-16	GO SERVICES INC.	15152856	PAYMENT PORTABLE TOILETS AT THE DROP /	598.50	598.50
20210852	2021-11-16	GREGG DISTRIBUTORS LP	059-404249	PAYMENT P.W. OIL PRODUCTS & FALL MAINTEN	313.56	313.56
20210853	2021-11-16	HHID	31102021	PAYMENT MONTHLY REMUNERATION FOR DE	420.00	420.00
20210854	2021-11-16	LACOMBE COUNTY	IVC0041298	PAYMENT COUNTY FIRE CHIEF COSTS-2021 M	5,956.63	5,956.63
20210855	2021-11-16	MUNICIPAL INFORMATION SYSTEMS INC.		PAYMENT		985.98



TOWN OF BENTLEY

Cheque Listing For Council

2021-Dec-9
4:37:23PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210855	2021-11-16	MUNICIPAL INFORMATION SYSTEMS INC.	20211802 20211886	SUPPORT FOR DECEMBER 2021 PAYROLL & GL LEDGER LICENCE IN	828.48 157.50	985.98
20210856	2021-11-16	MY TECH ONSITE	INV 1878	PAYMENT OFFICE 365 ANNUAL SUBSCRIPTION	2,419.20	2,419.20
20210857	2021-11-16	PARKLAND COMMUNITY PLANNING SERVICES	21548 21549	PAYMENT DAY TO DAY ADMINISTRATION CON ADVICE & ASSISTANCE WITH SUBDI	37.50 338.48	375.98
20210858	2021-11-16	PINZ PLUS	10616	PAYMENT COUNCIL NAME BARS & PLATES	176.82	176.82
20210859	2021-11-16	PUROLATOR INC.	448917896	PAYMENT FREIGHT FOR KAIZEN LAB	121.42	121.42
20210860	2021-11-16	RURAL MUNICIPALITIES OF ALBERTA	RMA003319	PAYMENT ASSOCIATE MEMBERSHIP FEES AU	204.75	204.75
20210861	2021-11-16	SERVUS CREDIT UNION	31102021	PAYMENT SERVUS MASTERCARD BILL FOR O	549.12	549.12
20210862	2021-11-16	STANTEC CONSULTING LTD.	1651274	PAYMENT SOUTHEAST ASP SERVICING STUD	10,721.40	10,721.40
20210863	2021-11-16	SYLVAN LAKE SUMMER HOCKEY CAMP LTD	15112021	PAYMENT ARENA CARETAKER CONTRACT PA	10,500.00	10,500.00
20210864	2021-11-16	TAXERVICE	2382615	PAYMENT PROFESSIONAL SERVICES FOR TA	210.00	210.00
20210865	2021-11-16	TELUS COMMUNICATIONS INC.	04112021 11042021 NOV042021	PAYMENT TELUS COMMUNICATIONS BILL FOR ARENA WIFI BILL FOR NOVEMBER 2 INTERAC LINE BILL FOR NOVEMBEF	759.56 68.25 37.41	865.22
20210866	2021-11-16	TELUS MOBILITY INC.	09112021	PAYMENT P.W CELL PHONE & FIRE DEPT IPAC	131.24	131.24
20210867	2021-11-16	PARAGON SOIL & ENVIRONMENTAL CONSULTING	9800	PAYMENT BIOPHYSICAL AND WETLAND ASSE	14,029.03	14,029.03
20210868	2021-11-16	PIGEON LAKE HORSE DRAWN RIDES	12112021	PAYMENT DEPOSIT ON WAGON RIDE FOR DEC	450.00	450.00
20210869	2021-11-16	BENTLEY MINOR HOCKEY ASSOC.	16112021	PAYMENT CLAIM FOR DAMAGES AT BENTLEY	11,448.68	11,448.68
20210870	2021-11-16	STANTEC CONSULTING LTD.	1645779	PAYMENT CONCRETE REPLACEMENT	5,098.28	5,098.28
20210871	2021-11-23	RURAL MUNICIPALITIES ASSOC. INSURANCE	INS00041038 INS00041403 INS00041843 INS00042042 INS00042651 INS00043214 INS00043358 INS00044331	PAYMENT VFIS AUTOMOBILIES UMBRELLA LIABILITY COMPREHENSIVE LIABILITY BUILDING CONTENTS BOND AND CRIME DEDUCTION BUYDOWN BOILER & MACHINERY	4,484.62 11,511.28 2,817.05 22,088.35 40,695.30 1,675.81 155.53 473.80	83,901.74
20210872	2021-11-25	MEDICINE LODGE SKI CLUB	19112021	PAYMENT DONATION TO THE MEDICINE LODG	1,000.00	1,000.00
20210873	2021-11-30	CARSON, BARBARA J				
20210874	2021-11-30	JENSEN, DARREN J				
20210875	2021-11-30	MEREDITH, SANDRA L				
20210876	2021-11-30	GIBSON, COLE C				
20210877	2021-11-30	DENNEHY, NATHAN				



TOWN OF BENTLEY

Cheque Listing For Council

2021-Dec-9
4:37:23PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210878	2021-11-30	GREAVES, LORYANNE				
20210879	2021-11-30	FORTAIS, MARC C				
20210880	2021-11-30	KIKSTRA, ROBERT B				
20210881	2021-11-25	LYNDEN FISCHER	19112021	PAYMENT RED DEER RELICS WALLET REFUND	3,802.32	3,802.32
20210882	2021-11-26	MCLAREN, CAROLYN	115	PAYMENT FAMILY PROGRAMMING PLAY GROU	300.00	300.00
20210883	2021-12-01	ADT SECURITY SERVICES CANADA INC.	24755915	PAYMENT PUMPHOUSE ADT MONITERING FOF	42.00	42.00
20210884	2021-12-01	AIR LIQUIDE CANADA INC.	73652021	PAYMENT P.W. WELDING SUPPLIES & COMPRI	150.84	150.84
20210885	2021-12-01	BRANDT TRACTOR LTD.	05 4502161	PAYMENT GRADER MAINTENANCE	451.89	451.89
20210886	2021-12-01	CHAPMAN RIEBEEK LLP	2111017	PAYMENT SEPTEMBER & OCTOBER FEES RE:	4,668.04	4,668.04
20210887	2021-12-01	GREGG DISTRIBUTORS LP	059-406077 059-408085 059-410707 059-411062	PAYMENT P.W. PPE, SHOP SUPPLIES & ARENA P.W. OIL PRODUCTS PPE WINTER GLOVES SNOW SHOVEL AND P.W. SHOP CLE	1,710.05 71.95 16.76 116.61	1,915.37
20210888	2021-12-01	HOLDEN, KARI	30112021	PAYMENT OFFICE & BASEMENT JANITORIAL F	255.00	255.00
20210889	2021-12-01	INNOV8, DIGITAL SOLUTIONS INC.	IN310738	PAYMENT FCSS PHOTOCOPIER	7.59	7.59
20210890	2021-12-01	LACOMBE COUNTY	IVC00041328	PAYMENT COUNCILLER ORIENTATION WORKS	1,560.35	1,560.35
20210891	2021-12-01	MOUNTAIN AIR MECHANICAL LTD.	10607	PAYMENT ARENA HEATERS & OFFICE FURNAC	448.88	448.88
20210892	2021-12-01	MY TECH ONSITE	INV 1874 INV 1877	PAYMENT REPLACEMENT UPS FOR PHONE SY COUNCIL IPAD PROJECT HARDWAR	188.99 3,825.65	4,014.64
20210893	2021-12-01	PITNEY BOWES	1019388579 1019388580	PAYMENT RED INK CARTRIDGES FOR POSTAC E-Z SEAL SUPPLIES FOR POSTAGE	546.61 135.83	682.44
20210894	2021-12-01	RECEIVER GENERAL	30112021 30112021.	PAYMENT REGULAR EMPLOYMENT INSURANC REDUCED EMPLOYMENT INSURANC	340.96 12,135.83	12,476.79
20210895	2021-12-01	SHAW CABLE	NOV12,21	PAYMENT OFFICE INTERNET	131.25	131.25
20210896	2021-12-01	STANTEC CONSULTING LTD.	1657714	PAYMENT CONCRETE REPLACEMENT	1,952.43	1,952.43
20210897	2021-12-01	WOLF CREEK BUILDING SUPPLIES	357363 363326 364989	PAYMENT ARENA MAINTENANCE MATERIAL PAINT SUPPLIES FOR CHRISTMAS T PAINT FOR CHRISTMAS TREE	59.36 103.44 23.60	186.40
20210898	2021-12-01	PIGEON LAKE HORSE DRAWN RIDES	19112022.	PAYMENT FINAL PAYMENT OF SANTA HAY RID	450.00	450.00
20210899	2021-12-01	LACOMBE COUNTY	IVC00041287	PAYMENT FIRE DEPARTMENT COST SHARE TH	3,933.91	3,933.91
20210900	2021-12-02	GREAVES, LORYANNE	30112021 30112021.	PAYMENT TIM HORTONS STEEPED TEA PODS TIM HORTONS COFFEE PODS FOR C	33.99 79.99	113.98



TOWN OF BENTLEY

Cheque Listing For Council

2021-Dec-9
4:37:23PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20210901	2021-12-02	INNOV8, DIGITAL SOLUTIONS INC.	IN311175	PAYMENT OFFICE PHOTOCOPIER FEES FROM	1,166.24	1,166.24
20210902	2021-12-02	SHAW CABLE	12212021	PAYMENT FCSS INTERNET	163.80	163.80
20210903	2021-12-02	OLDS CONCRETE SERVICES (2014) LTD.	2422	PAYMENT RETAINING WALL REMOVAL AT LIBF	2,940.00	2,940.00
20210904	2021-12-15	RATHJEN, ARTHUR M				
20210905	2021-12-15	VALIQUETTE, BRENDA C				
20210906	2021-12-15	HANSEN, PAMELA				
20210907	2021-12-15	GRIMSDALE, DALE A				
20210908	2021-12-15	EASTMAN, LENORE M				
20210909	2021-12-07	FORTAIS, MARC	04122021	PAYMENT REIMBURSEMENT MEAL FROM MON	396.75	396.75
20210910	2021-12-07	WOLF CREEK PUBLIC SCHOOL	07122021	PAYMENT DONATIONS FROM SANTA CELEBR/	175.00	175.00
20210911	2021-12-07	BLESSING PANTRY	07122021	PAYMENT DONATION FROM THE SANTA CELEI	163.50	163.50

Total 255,657.48

*** End of Report ***



TOWN OF BENTLEY

Cheque Register

2021-Nov-15
12:37:37PM

Pay Period L202103 Batch # 14378

Cheque #	Cheque Date	CEO	CAO	Employee	Amount
20210839	2021-11-19			84 VALIQUETTE,BRENDA	544.01
20210840	2021-11-19			85 HANSEN,PAMELA	530.26
20210841	2021-11-19			86 GRIMSDALE,DALE	530.26
20210842	2021-11-19			87 EASTMAN,LENORE	530.26
Totals					2,134.79

*** End of Report ***



TOWN OF BENTLEY

Cheque Register

2021-Dec-6
1:18:12PM

Pay Period M202111 Batch # 14438

Cheque #	Cheque Date	CEO	CAO	Employee	Amount
20210904	2021-12-15			17 RATHJEN,ARTHUR	1,331.82
20210905	2021-12-15			84 VALIQUETTE,BRENDA	800.92
20210906	2021-12-15			85 HANSEN,PAMELA	1,361.08
20210907	2021-12-15			86 GRIMSDALE,DALE	787.56
20210908	2021-12-15			87 EASTMAN,LENORE	1,259.33
Totals					5,540.71

*** End of Report ***



Town of Bentley

2022 Budget

TABLE OF CONTENTS

Background

- Bentley Community Strategic Plan
- 2021 Year in Review – Goals and Accomplishments
- 2021 Projection and Variance Reporting (3rd Quarter)

2022 Budget

- Where do your dollars go?
 - By Function
 - By Statistic
- 2022 Goals and Key Actions
- CAO Summary of Key Items
- Revenue by Category
- Expenses by Category
- Revenue Increases/Decreases 2021 Projection to 2022 Budget
- Expense Increases/Decreases 2021 Projection to 2022 Budget
- Parks Supervisor/Safety Officer Business Case
- Capital Plan



BACKGROUND



Strategic Plan



Background

Bentley Community Strategic Plan

Date of Plan Approval: April 2019

Time Frame of Plan: 2019 – 2024

Key Concepts of the Plan:

- **Community Focused Plan is not just a corporate strategic plan**
- **Open to members of the community to complete or accomplish actions**



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**



Year in Review – Goals and Accomplishments

Project & Goal Update

Effective Communication and Engagement

► Website Project (**behind schedule**)

- RFP is drafted and it was anticipated to send before end of Q2, however I am adding a component to look at branding
- Given an election is on the horizon, RFP will be timed with election to allow newly elected council input into brand

► AT Roundabout project (**on schedule**) Q2 Engagement occurred – construction in 2022

- 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
- Project continues to move forward, and CAO is engaged with AT and WSP to consider a sign in the centre of the Roundabout to highlight Bentley

► Formal marketing plan (**2022**)

- 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

► Events strategy (**2022**)

- 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**)

- Work on project has included information gathering but majority of work will begin before the end of Q2

Project & Goal Update

Financial Stability

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

- ▶ Additional budget analysis to prepare for discontinuance of MSI and Gas Tax funding in future years will be undertaken in (ongoing) – **60% less MSI funding in 2022**

- ▶ FCM Asset Management Grant (**on schedule**)
 - Project underway – session with Mayor and Council December 16, 2021 – focus for phase 1 underground assets
 - Working with Stantec to review data and information

- ▶ Additional Mapping of community infrastructure (**GIS Transition to Parkland Community Planning**)
 - Data has transitioned from MRF to Parkland Community Planning
 - Public Works reviewing all mapping data and updating accordingly
 - This will tie into the FCM grant work on Asset Management and will be considered in sync with that project

- ▶ Review of Capital Plan (**on schedule**)
 - Part of 2022 Budget process
 - Will be reviewed in 1st quarter 2022 as well with input from the Asset Management Program

Project & Goal Update

Economic Growth

► Successful 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 with Stantec on Water and Wastewater Study

► Gateway Enhancements (Completed for 2021)

- Tree grant received from Lion's club includes planting of seedlings flowering plum, hedge rose and green mountain ash at gateway completed
- Fortis power installed to the vicinity of signs at no cost to the town (lighting is installed and operating)
- Flag poles and Flags installed
- Garden Enhancements at Easterly Gateway Completed

► Business Coaching Program launched at beginning of Q1 (Completed)

- MOST grant funds utilized to engage businesses and provide one on one coaching and training to support businesses through this difficult time
- \$15,000 invested to support and coach 6 local Bentley businesses
- Report presented to council and was an overall success based on feedback from the businesses supported

► Capital projects (On schedule)

- 50th street south completed
- Concrete replacement and arena ramp improvements completed – wrapping up landscaping
- Grant applied for through the Canada Community Revitalization Grant for Arena Slab Replacement in 2022 waiting on decision

Project & Goal Update

Enriched and United Community

- ▶ **New Beginnings and Housing Partnerships (On Schedule) (In progress)**
 - Site analysis, and financial analysis preliminary completed and presented to Council – working on servicing analysis and costs data – once complete will present in public for next phase of redevelopment and reconfiguration to SFD lots

- ▶ **RCMP & Lacombe Enforcement (On Schedule) (Q2)**
 - 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 supportive during the Celebrate Bentley and Canada Event

- ▶ **Waste and Recycling Options (will request a presentation from LRWSC Manager – early 2022)**
 - Annual Reporting format to come from Lacombe Regional Waste Services Commission
 - Will look to have a presentation made to council from the manager
 - Consider additional options i.e.. composting pile

- ▶ **Land Use Bylaw consolidation (will occur throughout 2022)**
 - Will review Land Use Bylaw in 2022 and summarize required changes for Parkland Community Planning Association
 - Work will begin in Q1 2022 and continue into Q3
 - Additional Bylaw amendment has taken place for manufactured homes 2021

Project & Goal Update

Organizational Successes

- ▶ **Explore online options for Online Council Meeting Technology (New project) (2022)**
 - Look at options to increase accessibility of council meetings
 - Will be added into capital plan for 2022

- ▶ **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
 - Working with Barb on a small event for XMAS

- ▶ **Continue to Lobby for reopening of Dr. Office at Care Centre**
 - I have continued to correspond with the medical office in Lacombe
 - No formal commitment to re-open at this time



2021 3rd Quarter Projection and Variance Reporting

2021 BUDGET RECAP

CAO SUMMARY

- ▶ Strong financial position through effective cost control and stable revenue from taxation and utilities with major projects funded via successful grant applications
- ▶ No tax increases
- ▶ Garbage rates frozen at 2020 rates
- ▶ Tax and Utility Penalties Deferred
- ▶ Utility & Sewer Rates estimated at 2020 rates and frozen
- ▶ Decreased revenue impacts from COVID-19 absorbed through budget and offset via MOST Grant
- ▶ Increased grant funding for Capital Projects
 - 50th Street South
 - Service Road Improvements
 - Server/Computer upgrades
 - Garbage Truck Replacement
 - Arena Access Ramp Improvements
 - Gateway lighting and flag poles
 - Fire Department Self Contained Breathing Apparatus (SCBA) Replacement and Thermal Imaging Camera
 - Concrete replacement/repair project (phased 3 years)
- ▶ Focus on improvements for economic development/tourism attraction – ACP grant areas structure plan
- ▶ Focus on long term asset management through formalized asset management program

SUMMARY OF 2021 BUDGET REVENUE

Summary of Key Changes Year End Projection

	<u>Original 2021 Budget</u>	<u>Projected 2021 Budget</u>	<u>Net Change</u>
Revenue	\$3,879,803.91	\$3,853,365.65	\$ 26,438.26 Revenue Decrease
Expenditure	<u>\$3,879,437.25</u>	<u>\$3,852,523.09</u>	<u>\$ 26,914.16</u> Expense Decrease
Net (Surplus)/Deficit \$	(366.66)	\$ (842.56)	\$ (475.90) Increase in Surplus

- ▶ The Town of Bentley remains in a strong financial position based on cost control and stable revenue from taxation and utilities.
- ▶ The Town's success in obtaining Grants has been key to allowing additional projects to move forward (i.e. ACP Grant (New Area Structure Plan), FCM Grant (Asset management) as well as addressing issues in the service road and reaching agreement with AT to repair and fund additional capital improvement
- ▶ Small change to the tax amounts original budget \$1,133,465 amended budget \$1,132,806 for a difference of \$659 less revenue than budget as a result of a late supplemental assessment and rounding. Other revenue changes include a decrease of \$25,758 made up of a variety of items such as no lot sales for New Beginnings, less ice booking revenue than anticipated due to COVID-19 impacts, less reserve transfers required to fund major purchases such as the new garbage truck due to significant cost savings. Total Revenue Decrease of approximately \$26,438 from original budget
- ▶ Impacts of the revenue decrease is offset by expenditure decreases of \$26,914 mainly due to general savings and cost cutting throughout the entire budget on materials goods and supplies, savings in material purchases such as the garbage truck purchase
- ▶ **Including all changes, the overall 3rd quarter projection change is net savings in budget of approximately an additional \$476.00 bringing the total anticipated (surplus) at year end to \$843.00**
 - It should be noted that this is based on the anticipated spend and actual receipt of projected revenues to year end.
 - The Budget estimates due not include amortization (noncash adjustments) which will be added by the auditors at year end. These noncash adjustments impact asset valuation only not the cash position of the organization and therefore are not reflected in this analysis

CAO Executive Summary

Key Projection Changes

Legislative Services

- ▶ Additional expense for funds provided to community organizations through grants process approved by council (small projection change \$2,745 additional expenditure as well as new ipads for new council resulting in Budget increase of \$2,825. This is offset by less remuneration approx. \$4,407 anticipated for Mayor and Council due to travel limitations from COVID-19 and savings of \$1,175 in registration fees, \$2,385 misc savings in public relations, memberships, insurance and no cost for assessment review board appeals to date. **Net Result is a decrease in the overall deficit in the Legislative Services Budget by an approximately \$2,397**

Administration

- ▶ **Decreased revenue \$17,000:**
 - \$12,000 due to projecting penalty revenue down as a result of deferment program approved by Mayor and Council, as
 - \$4,500 less in interest earned due to low interest rates
 - \$500 less revenue – no charge seniors drop in due to impacts from COVID-19
- ▶ **Increased revenue \$50,819:**
 - \$6,000 from additional franchise fees
 - \$2,000 in fines revenue
 - \$1,360 from tax certificates, photocopy charges, ANI Recovery
 - \$17,684 transfer from deferred revenue for MOST Grant to cover business coaching and other COVID-19 revenue impacts
 - \$23,775 from refunds of overcharges from ADT security and AHS janitorial caught through review of year end amounts, seniors renovation flow through grant, additional Canada day donations, Medicine Lodge Ski Club donation received and election cost reimbursement from the Province
- ▶ **Increased Expenditure \$62,818:**
 - \$2,000 higher health care spending account amounts for vision care reimbursement
 - \$2,000 Workers Compensation Premiums higher than anticipated
 - \$700 in additional training costs for council orientation training in collaboration with the County and Village of Alix
 - \$1,000 increased costs for advertising, PR and memberships related to t shirts for staff for Truth and Reconciliation and Stop Bullying days can be used multiple years.
 - \$14,000 increased computer support services for Wi-Fi installation in basement, improved remote access for business continuity through pandemic, GIS transfer to Parkland Community Planning, as well as all licenses and software support for systems.
 - \$9,500 for tax service fees related to delinquent tax accounts (these fees are recoverable through the tax accounts))
 - \$20,000 increase in professional services related to \$15,000 for business coaching program expenses funded via deferred revenue from 2020 MOST Grant and additional \$5,000 in legal fees to revue COVID-19 protocol at the arena, New Beginnings Subdivision reconfiguration legal review, Water and Wastewater bylaw review, title review of Medicine Lodge Ski Hill
 - \$3,020 additional expenditures for Canada day
 - \$1,598 additional expenditures net due to more color copies printed, additional ANI premiums, security system costs and additional janitorial cost for basement room rentals, building repair including gutter and downspout replacement on Town Hall, offset by savings in insurance premiums and janitorial supply, travel cost savings, freight and postage and audit fees.
 - \$9,000 additional expenditures for related to Seniors Flow Through Grant
- ▶ **Net result is an increase in overall deficit in the Admin Budget by an additional \$29,000**

CAO Executive Summary

Key Projection Changes

Fire Fighting and Protective Services

➤ Decreased Revenue \$16,000

- \$13,000 due to savings in Capital Program for SCBA's – Less to be drawn from reserve
- \$3,000 due to savings cost share of expenses with the County (less expense = less revenue transfer)

➤ Decreased Expenditure \$38,640

- \$13,000 in expenditure for Capital Program for SCBA's
- \$11,040 in savings in volunteer fire remuneration and Fire Chief remuneration – shifted to county paying wages and billing us. Has resulted in less expenditure billed (however will review in 2022 as county is only reimbursing for calls in the county and not Bentley, we are currently also not compensating for training time share with County)
- \$1,600 savings for additional training and travel and subsistence
- \$6,000 savings in building and equipment repair and maintenance
- \$4,500 savings in bunker gear, general supplies, small tools, vehicle repair and maintenance supply
- \$2,500 savings in utilities due to warm fall and early winter

➤ Increased Expenditure \$10,000

- \$10,000 in anticipated additional reserve transfers

Net result is a decrease in the deficit for Fire Fighting in the amount of approximately \$12,640 for Fire (with an additional transfer to reserve)

CAO Executive Summary

Key Projection Changes

Emergency (Disaster Services)

➤ Increased Expenditure \$4,450 (net)

- \$6,200 additional reimbursement of time for COVID-19 response approved by council
- This is offset by savings in budget of \$1,750 due to savings in training fees, telephone, stationery and office supplies and general supplies as DEM worked mostly from home.

Net result is an increase in the deficit for Emergency (Disaster Services) in the amount of approximately \$4,450 for Fire (with an additional transfer to reserve)

Bylaw Enforcement and Policing

- Decreased Revenue \$300 due to less animal licence fees collected than anticipated.
- Decreased Expenditure of \$1,000 as no legal costs incurred for enforcement

Net result is a decrease in the deficit for Bylaw Enforcement and Policing in the amount of \$700.00

CAO Executive Summary

Key Projection Changes

Common Services

► **Increased Expenditure \$5,335**

- \$80 increase for unbudgeted registration fee new 5-ton dump truck
- \$5,255 increase for equip vehicle repair (genie lift), insurance cost, paint sprayer and shop tools for 2021, additional porta potty rental until the end of October

► **Decreased Expenditure \$11,600**

- \$1,500 savings in cell phone and telephone costs – newly negotiated cell phone plan
- \$1,600 savings in shop supplies, protective clothing, and janitorial supply
- \$8,500 general savings in equipment vehicle parts and maintenance, shop yard maintenance materials

Net result is a decrease in the overall deficit for Common Services of \$6,265

CAO Executive Summary

Key Projection Changes

Roads/Walks & Lighting

► **Increased Revenue \$246,880**

- \$149,284 additional funding negotiated with Alberta Transportation for service road repair
- \$46,131 additional MSI funds higher than budgeted originally
- \$36,750 additional revenue from sale of 3 ton replaced by 5 ton
- \$14,715 additional reserve transfer to cover the cost of acquiring the dump truck and snow blade.

Originally anticipated a reserve transfer of (\$375,000 to fund 50th street made up of \$160,128 MSI Funding from 2020, \$61,663.00 Gas Tax Funding from 2020 and \$98,141 residual Municipal Stimulus Funding as well as \$55,068 in reserve transfers) However due to significant cost savings in the project reserve transfer to fund 50th street south was \$258,269 with savings used to fund other projects: Gas Tax \$61,663 to fund concrete program and the \$55,068 reserve transfer was not needed. However, council approved additional expenditure of \$65,000 to acquire a 5-ton dump truck and \$11,145 to fund a snow blade for the 5ton. (Difference \$65,000 + \$11,145 - \$55,068 = \$21,077) it should also be noted that Municipal Stimulus funding residual at year end was not \$98,141 but rather \$91,779 or \$6,362 less due to engineering costs booked at year end 2020) **Therefore \$21,077 - \$6,362 = \$14,715**

► **Increased Expenditure \$143,621**

- \$1,500 increased freight costs and material as a result of COVID-19
- \$1,000 increased for electricity for new service install at Gateway
- \$630 increased sand and gravel costs and small insurance increase
- \$131,516 increased costs related to Capital Program mainly due to additional funding provided by AT and additional purchase of Dump Truck and Snow Blade approved by Council offset by cost savings in 50th st south
- \$8,975 reserve transfer for unspent MSI funds from 2021 grant due to project savings

Decreased Expenditure \$51,200

- \$34,700 salt shed replacement postponed, calcium chloride savings as gravel conditions were not bad and capital work on 50th street south, tree removal under budget, line painting not completed this year, minor savings in crack filling program
- \$16,500 general savings in fuel and oil, machinery and equip maintenance, chemicals and salts, street sign replacement

Net result is a decrease in overall deficit for Roads/Walks and Lighting of approximately \$154,459 (includes an additional transfer to reserve of unspent MSI funds in the amount of \$8,975 as well as Gas Tax for 2021 will be used in 2022 \$126,222 not transferred to reserve as not yet applied for or received – will be received in 2022

CAO Executive Summary

Key Projection Changes

Cont'd

Water Supply and Distribution

▶ **Decreased Revenue \$20,950**

- \$16,500 due to less revenue as a result of penalty deferral approved by Mayor and Council
- \$4,450 for metered water and bulk water sales

▶ **Increased Expenditures \$13,790**

- \$1,040 related to attempt employee wages and deductions higher than anticipated
- \$2,750 increase in cost related mainly to exploratory work for hydrants to see if they could be repaired before replacing as well as some minor increased postage and freight and telephone and internet
- \$10,000 additional reserve transfer

▶ **Decreased Expenditure \$10,204**

- \$1,050 savings in travel costs, course registration, advertising and memberships
- \$2,154 savings in computer support, water system service and repair and insurance premiums
- \$7,000 savings in general supplies, water pipe and fittings, building supply and materials

Net result is a decrease of the overall surplus by approximately \$24,536 for Water Supply and Distribution

CAO Executive Summary

Key Projection Changes

Cont'd

Sewage Collection and Treatment

► **Decreased Revenue \$35,000**

- \$35,000 decrease of planned expenditure for pre-design of Bentley North Sanitary and Storm system – deferred due to reductions in revenue from COVID 19 impacts and busy capital year.

► **Increased Expenditure \$29,031**

- \$416 Employer benefit contributions slightly higher than anticipated
- \$8,615 increase in sewer chemicals as we switched back to Actizyme at the beginning of the year as the new chemical we tried did not work effectively and result was increased smell from lagoon

► **Decreased Expenditure \$49,156**

- \$1,500 savings in travel, course registration fees and freight
- \$37,000 savings in professional service fees – Bentley North Sanitary Sewer and Storm system deferred and minor savings in other professional service fees for repairs
- \$9,000 savings in sewer effluent analysis and Sewer system purchased repairs
- \$1,656 insurance savings

Net result is a decrease in the overall surplus by approximately \$14,875 for Sewage Collection and Treatment

CAO Executive Summary

Key Projection Changes

Cont'd

Garbage Collection and Disposal

► **Increased Revenue \$4,000**

- \$4,000 as a result of sale of the 1992 F750 Garbage Truck

► **Decreased Revenue \$133,000**

- \$133,000 lower reserve transfer for garbage truck purchase had budgeted \$180,000 and purchase of \$47,000

► **Increased Expenditure \$2,822**

- \$2,822 for additional registration of new truck, insurance slightly higher, additional fuel, tire purchase two new tires for truck

► **Decreased Expenditure \$154,000**

- \$153,000 (originally had budgeted \$200,000 to be funded from reserve transfer of \$180,000 and \$20,000 that would have been transferred from operations in 2021). Purchase was approved by council for \$47,000

- \$1,000 savings in purchased repair and maintenance not needed for new truck

Net result is an increase in the overall surplus by approximately \$22,178 for Garbage Collection and Disposal

CAO Executive Summary

Key Projection Changes

Cont'd

Community Services (FCSS)

➤ **Decreased Revenue \$3,390**

- \$690 less revenue from program recovery and donations
- \$2,700 less MSI operating grant (less than anticipated)

➤ **Increased Expenditure \$9,957**

- \$8,257 increased wages and benefits this is an error as a portion should be J/E'd to Emergency Services budget for role in emergency management and minor miscalculation in wages spreadsheet
- \$1,700 additional copy cost for color copies (printing newsletter in color)

➤ **Decreased Expenditure \$2,150**

- \$350 in reduced mileage due to impacts of COVID-19
- \$1,000 savings in course fees no courses taken due to COVID-19
- \$800 savings in program expenses, supplies and volunteer fees

Net result is an increase in the overall deficit by approximately \$11,197 for Community Services FCSS

CAO Executive Summary

Key Projection Changes

Cont'd

Municipal Planning

➤ **Increased Revenue \$38,764**

- \$37,500 as a result of successful ACP grant application for \$200,000 Province will advance \$150,000 remainder will be funded upon completion of project (original budget was \$112,500)
- \$1,264 Increased development permit fees

➤ **Decreased Revenue \$1,984**

- \$1,984 related to less MSI funding than anticipated

➤ **Decreased Expenditure \$59,000**

- \$1,000 public notice advertisement (all development permits posted on properties)
- \$57,500 ACP grant underway, but bulk of expenses will be incurred in 2022
- \$500 savings in general materials and supplies

➤ **Increased Expenditure \$90,000**

- \$90,000 transfer to reserve to fund ACP – Joint Development Initiative with Lacombe County for ASP

Net result is a decrease in the overall deficit by approximately \$5,780 for Municipal Planning

CAO Executive Summary

Key Projection Changes

Cont'd

Economic Development

➤ **Decreased Revenue \$5,000**

- \$5,000 unspent reserve funds from prior year website budget – website to be done in 2022

➤ **Decreased Expense \$20,000**

- \$5,000 from prior year reserve fund for website
- \$15,000 current year budget for website

➤ **Increase Expense \$15,000**

- \$15,000 reserve transfer to fund website project in 2022 (this coupled with amount already in reserve from prior year of \$5,000 will result in \$20,000 available for website next year)

Net result is no change to the overall deficit as unspent budgeted dollars will be transferred to reserve

Subdivision, Land Development

➤ Decreased revenue \$57,000 as a result of projecting Land Sales to zero for the new beginnings subdivision

➤ Decreased expense \$12,600 as a result of lower principal pmts than anticipated on loan offset by slightly higher interest costs and additional costs for sod and unfinished landscaping along 55th related to new beginnings

Net result is an increase in the overall deficit by approximately \$44,400 for Subdivision, Land Development

CAO Executive Summary

Key Projection Changes

Cont'd

Arena

➤ **Increased Revenue \$30,829**

- \$15,757 additional payment from FORTIS Alberta from Damage caused by installation of incorrect transformer
- \$15,072 MSI funding transferred to fund Arena Ramp instead of Gas Tax Funding

➤ **Decreased Revenue \$100,088**

- \$60,460 less facility rental revenue as a result of COVID-19
- \$2,700 less revenue for public skating bookings
- \$2,000 less revenue for MSI Operating Grant
- \$25,000 Gas Tax funding not utilized for arena ramp due to savings in other capital projects
- \$9,928 less revenue transfer from Lacombe County for 50% replacement arena ramp due to project savings

➤ **Increased Expenditure \$21,150**

- \$21,000 for additional costs related mainly to FORTIS incorrect transformer install as well as major painting of the bleachers, board replacements and modifications and LED lighting replacement in lobby
- \$150.00 boiler registration not budgeted

➤ **Decreased Expenditure \$38,474**

- \$11,000 in employee wages and benefits not coded to the arena as there was minimal work done by staff this year due to facility closure
- \$2,000 savings in equipment repair and maintenance including less Zamboni blade sharpening
- \$5,000 related to equip, purchase repair and maintenance, less janitorial supplies, less general supplies
- \$617 insurance premium savings
- \$19,857 reduction as arena ramp was funded in roads budget as part of overall concrete program

Net result is an increase in the overall deficit by an amount of \$51,936 for the Arena

CAO Executive Summary

Key Projection Changes

Cont'd

Parks & Playgrounds

► **Decreased Revenue \$6,982**

- \$2,000 less revenue MSI Operating Grant
- \$4,200 step grant was not applied for
- \$782 ball diamond, campground and other revenue and donations slightly less than anticipated

► **Decreased Expenditure \$11,014**

- \$3,029 general savings insurance, purchased services (tree removal) and general supply
- \$2,500 savings topsoil, gravel, shale, compost – less used than anticipated
- \$5,485 general savings in ball diamond, shower building, campground, bike path maintenance and janitorial supply for the campground.

► **Increased Expenditure \$27,595**

- \$23,650 increase in wages as allocated all summer student costs to parks as this is what they did this year (no painting etc at the arena)
- \$2,613 increased costs for new Husqvarna trimmer, repairs on mowers and repairs on rollup door P&R shop
- \$1,332 increased cost campground caretaker contract and campground cancellation refund

Net result is an increase in the overall deficit by approximately \$23,563 for Parks and Playgrounds

CAO Executive Summary

Key Projection Changes

Cont'd

Library

➤ **Increased Revenue \$250**

- \$250 donation received for library

➤ **Increased Expenditure \$269**

- \$250 donation issued to library
- \$19 additional repair and maintenance

➤ **Decreased Expenditure \$26**

- \$26 savings in insurance premium

Net result is an decrease in the overall deficit by approximately \$7 for the Library

CAO Executive Summary

Key Projection Changes

Cont'd

Oxford School

➤ **Decreased Revenue \$585**

- \$585 less in rent from Royal Purple due to impacts of COVID-19 and no ability to use the building

➤ **Increased Expenditure \$350**

- \$350 as a result of increased heating costs related to natural gas and minor maintenance

➤ **Decreased Expenditure \$1,450**

- \$1,230 for wages and repair and maintenance savings
- \$220 for electrical and insurance savings

Net result is an decrease in the overall deficit by approximately \$515 for Oxford School

CAO Executive Summary

Financial Position - Balances

▶ October 31, 2021 - Reconciled Bank Balance	\$ 965,852.67	
▶ Loans Balances October 31, 2021		
▪ Loan 5 (2016 Infrastructure Project)	\$ 0	(Paid in Full)
▪ Loan 6 (New Beginnings Land Purchase)	\$ 306,898.06	(Pmt. approx. \$11,000 per month)
▪ Loan 7 (New Beginnings Servicing Loan)	<u>\$ 309,264.37</u>	(Pmt. approx. \$8,000 per month)
Total Loan Balances Remaining	\$ 616,162.43	

Intention with the New Beginnings Loan Balances is to pay down quicker if there are lot sales (there have been no lot sales to date)

▶ Outstanding Taxes Receivable November 29, 2021		
▪ Current Balances	\$ 209,213.09	
▪ 1 Year Outstanding	\$ 63,278.25	
▪ 2 Years Outstanding	\$ 18,314.74	
▪ 3 Years Outstanding	\$ 10,492.82	
▪ Over 3	<u>\$ 12,499.31</u>	
Total Balance Outstanding	\$ 313,798.21	
▶ Outstanding Utilities Balances November 29, 2021	\$ 68,142.62	
▶ Outstanding Current Receivables November 29, 2021	\$ 39,353.11	

Revenue Collected by Category

(municipal purposes only)

Revenue Category	BUDGET	Projection	Variance
Property Taxes	\$1,456,139.00	\$1,455,261.00	(\$878.00)
Penalties and Fines	\$53,500.00	\$25,000.00	(\$28,500.00)
Licenses and Permits	\$6,000.00	\$6,964.00	\$964.00
Sale of Goods and Services	\$590,090.00	\$528,691.00	(\$61,399.00)
Rentals	\$165,600.00	\$101,135.00	(\$64,465.00)
Franchise Fees	\$105,000.00	\$111,000.00	\$6,000.00
Provincial and Federal Grants	\$656,556.00	\$831,659.00	\$175,103.00
Other Government Transfers	\$152,752.00	\$159,757.00	\$7,005.00
Other Transfers	0	0	0
Other Revenue	\$694,345.00	\$633,899.00	(\$60,446)
TOTALS	\$3,879,982.00	\$3,853,367.00	(\$26,615.00)

- Education Tax \$286,814.12 Designated Industrial Property \$106.24
- Seniors Requisitions \$ 6,496.00
- Policing Invoice \$ 29,037.00

Expenses Paid by Category

(Municipal Purposes Only)

Expense Category	Amount	Projection	Variance
Wages/Benefits & Remuneration	\$744,518.00	\$767,324.00	(\$22,806.00)
Memberships/Partnerships/Training/Conferences and Licenses	\$43,547.00	\$35,137.00	\$8,410.00
Mileage and Sustenance	\$8,175.00	\$3,977.00	\$4,198.00
Postage/Freight, phone & internet	\$27,725.00	\$28,125.00	(\$400.00)
Purchased Services	\$699,380.00	\$581,104.00	\$118,276.00
Utilities	\$171,650.00	\$170,100.00	\$1,550.00
Insurance	\$89,162.00	\$85,999.00	\$3,163.00
Materials/Goods & Supplies	\$139,725.00	\$126,788.00	\$12,937.00
Bank Charges and Loan Payments	\$438,000.00	\$423,650.00	\$14,350.00
Grants & Donations	\$54,900.00	\$57,645.00	(\$2,745.00)
Other Transfers (includes MSI & Gas Tax Grants to fund capital projects)	\$60,000.00	\$214,225.00	(\$154,225.00)
Other	\$9,100.00	\$21,281.00	(\$12,181.00)
Capital	\$1,071,059.00	\$1,014,718.00	\$56,341.00
Requisitions (Ed., Seniors, Police)	\$322,552.00	\$322,453.00	\$99.00
TOTALS	\$3,879,493.00	\$3,852,526.00	\$26,967.00

**Revenue/Expense Summary
to Year End Based on Projection
(Municipal Purposes Only)**

Projected Revenue to December 31, 2021,	\$3,853,367.00
Less Transfers to Others	(\$ 322,453.00)
Less Projected Expenses to December 31, 2021	<u>(\$3,530,073.00)</u>
Current Projected Surplus at year end	<u>\$ 841.00 (Rounded)</u>



2022 Budget



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
Community Services & FCSS	Planning and Development

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



2022 Goals and Actions

Bentley Community Strategic Plan 2022 Goals and Actions

1. Effective Communication and Engagement

- ▶ **A well connected, knowledgeable and engaged citizenry.**
- ▶ **Bentley is a well-known regional centre and destination that people seek out.**
- ▶ **All citizens, regardless of age and ability, are engaged in a wide variety of year-round events and activities.**

- *Action* *Ensure residents are well informed and visitors can access information through an improved website was anticipated to be completed in 2021 – however with election will look to implement by Q2 2022*
- *Action* *Develop a formal marketing plan to be shared with the community by Q3 2022*
- *Action* *Continue to find ways to host safe community events in a Pandemic Environment – car show, drive thru santa, try to find a way to deliver arena slab improvement if successful for the grant between end of season minor hockey and rodeo*
- *Action* *Outdoor Rink to be built in December 2021 or January 2022 when weather permits*
- *Action* *Citizen / Volunteer Recognition Policy to be brought to Council by Q3 2022*
- *Action* *Design of Roundabout Signage for review with Council - to direct people to Bentley at Junction of Hwy 20 & Hwy 12 (Q1 2022)*
- *Action* *Continue to enhance partnerships with local organizations and groups including the newly formed Blindman Valley Lions Club. (Engage Lions Club in Q1 2022 – regarding activity for 2022)*

Bentley Community Strategic Plan 2022 Goals and Actions

2. Financial Stability

- ▶ A wide variety of partnerships have been created across Bentley to deliver a host of programs and services.
- ▶ The tax base is broadened and well diversified to support new developments and endeavors.

- *Action* *Responsible governance through open and transparent financial reporting, capital project implementation and budgetary information sharing. This has included quarterly financial projection and variance reports that will be posted publically as part of the council agenda package. Also, capital projects will be implemented in a fiscally responsible manner on time and on budget with the utilization of grant funding where possible. (Ongoing)*
- *Action* *Long term financial planning through the beginnings of an Asset Management Program to continue in 2022 and partially funded by grant funding from the Federation of Canadian Municipalities and implemented. This is in process but was delayed by the election. (Phase 1 Complete Q1 2022)*
- *Action* *Grant applied for through Canada Community Revitalization Fund (\$720,000) and Support from Lacombe County in the amount of (\$360,000) to fund \$1,440,000 Arena Slab Replacement in 2022. (Know if approved by Q1 2022)*
- *Action* *Risk Analysis and Building Assessment including Order of Magnitude Cost Estimate – Oxford School (Q3 2022)*

Bentley Community Strategic Plan

2022 Goals and Actions

3. Economic Growth

- ▶ Bentley has a wide variety of seasonal and permanent businesses.
- ▶ Year-round tourism supports Bentley businesses and provides a range of employment opportunities.
- ▶ Regional collaboration supports the success of Bentley businesses and growth.
- ▶ Collaboration with Regional Neighbors to actively Promote Bentley

- Action Established a committee of council to further explore the development potential of commercial and industrial lands as identified in the Intermunicipal Collaboration Framework and Intermunicipal Development Plan. The end goal will be to create an area structure plan, economic development plan and servicing study. The program is funded by Alberta Community Partnership Grant and work will continue through Q1, Q2, Q3 2022.
- Action Continue to enhance the gateways to our community to support tourism, business and residential development attraction – Signage for roundabout included in Alberta Transportation project. (Q2 design for sign)
- Action 2022 implementation of digital service squad partnership with Blackfalds and Sylvan Lake (grant funded program through Business Link to hire 4th year grad student to provide small businesses with resources, training and support for the adoption of digital technologies.

Bentley Community Strategic Plan

2022 Goals and Actions

4. Enriched and United Community

- **A safe, sustainable and holistic community where people can live, work and recreate.**
- **All housing needs are met to support people of every age, ability and family size.**
- **An active, engaged and sustainable community.**

- **Action** Explore opportunities for housing partnerships for the development of diversified housing options. This includes meeting with Lacombe Foundation, Bethany Group or Habitat for Humanity to further future development of residential lands. Requests have been made to Lacombe Foundation and Bethany group, but no meeting has taken place at this time with Mayor and Council
 - Meeting should be scheduled by Q2 – 2022
- **Action** New Beginnings Subdivision reconfiguration (in progress)
 - Engineering analysis underway and report will be brought back to Council in Public in Q1 - 2022
- **Action** Continue to nurture the Town’s relationship with the RCMP and Lacombe Enforcement and ensure an enhanced presence in the community.
 - Potentially look to host a community engagement with the RCMP locally in 2021 through in person or survey (Depending on COVID-19) by Q3 – 2022
- **Action** Waste and Recycling Options
 - request a presentation from LRWSC Manager regarding the Transfer Station and additional options for consideration such as a composting.(Q1 2022)
- **Action** Land use Bylaw Consolidation (Q3 2022)

Bentley Community Strategic Plan 2021 & 2022 Goals and Actions

5. Organizational Successes

- ▶ An efficient, knowledgeable, healthy and caring community.
- ▶ A transparent and accessible municipal Council and Administration.
- ▶ Organized and engaged network of community partnerships and organizations.

- Action Ensure a coordinated response and recovery from COVID-19 impacts to the community, to promote a safe and healthy community. Including information sharing with the public in a timely manner as well as providing links to resources to support the long-term recovery of our community. Managing recreation activities at major facilities like the arena to allow recreation to continue safely. (Ongoing)
- Action Engage residents through a variety of means including hosting a volunteer recognition event/open house in 2022 which includes connecting organizations to share what they do to the community. It was originally anticipated we could do so by 3rd or 4th quarter 2021, however with COVID this has not been possible. (Q3 – 2022)
- Action Explore online options for Council Meeting Technology (Q2 – 2022)
- Action Community Events Strategy (Q4 – 2022)
- Action Drive Happiness Transportation Program (Q1 – 2022)



2022 Budget – CAO Summary of Key Items

2022 BUDGET CAO SUMMARY

Revenue:

- No tax increases for municipal purposes (small increase to offset Provincial Policing Cost Increase)
- 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
- Decreased revenue impacts from COVID-19 will continue to be absorbed through budget
- Significant Grant Funding for Capital Projects
 - \$760,000 Capital Grant Applied for through Community Revitalization Fund and Partnership with the County for an additional \$320,000 to fund Arena Slab Replacement to fund \$1,080,000 of major capital Arena Slab Replacement

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 memberships with CAEP and Lacombe Tourism
- Planned Website revamp and branding exercise for Bentley
- Continuation of Asset Management implementation
- Progressing through Area Structure Plan for Bentley Southeast ASP
- Roundabout Signage will be installed at the Junction of Hwy 12 & 20 for further community exposure in high volume traffic area
- Major Arena Slab Replacement anticipated at \$1,440,000



2022 Budget

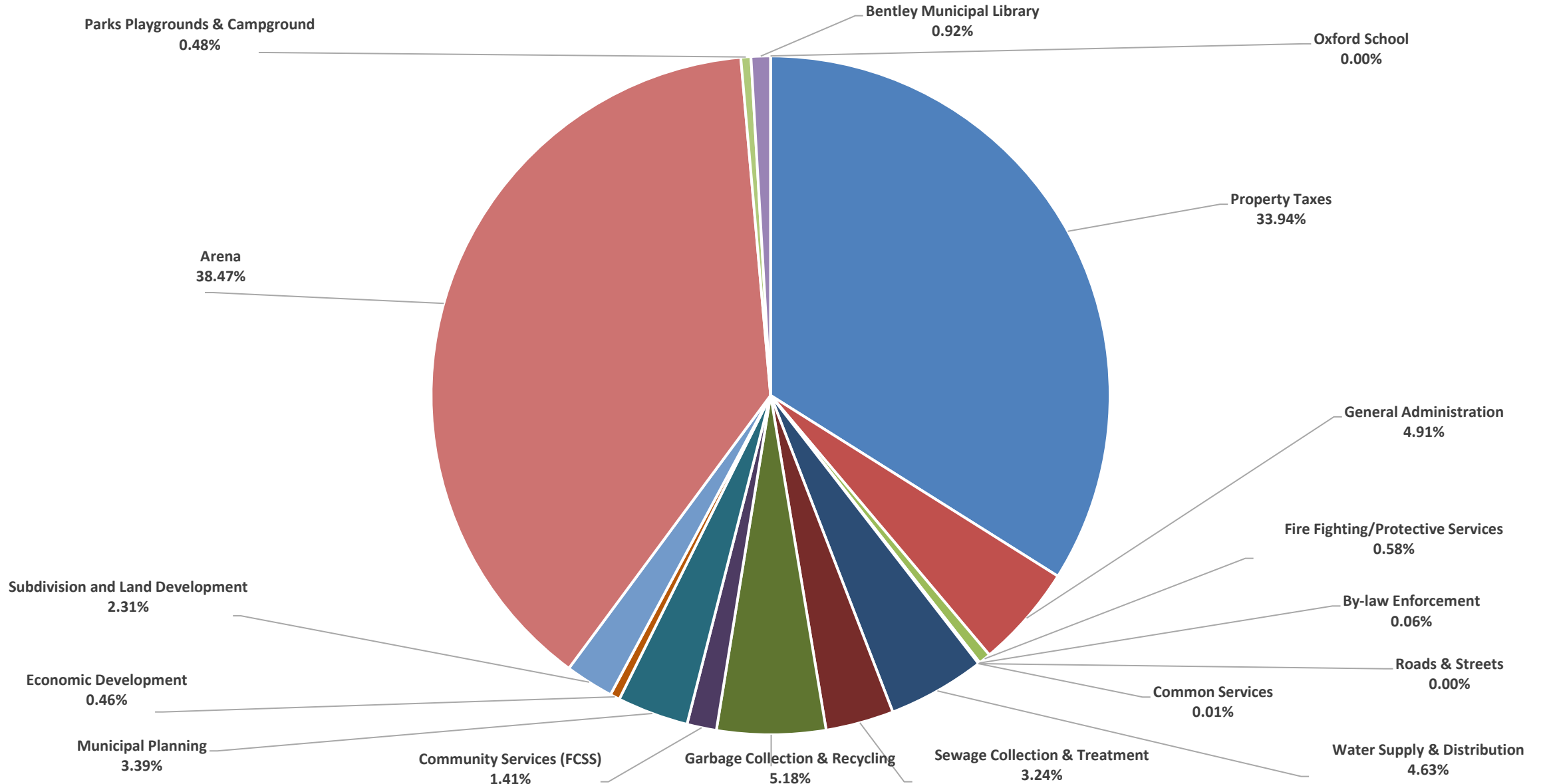
Revenue by Category and Function

Revenue Collected by Category

Revenue Category	Amount	Percentage
Property Taxes	\$1,465,720.00	33.94%
Penalties and Fines	\$53,500.00	1.24%
Licenses and Permits	\$7,195.00	.16%
Sale of Goods and Services	\$643,850.00	14.91%
Rentals	\$185,200.00	4.29%
Franchise Fees	\$128,000.00	2.96%
Provincial and Federal Grants	\$1,200,646.00	27.80%
Other Government Transfers	\$482,252.00	11.17%
Other Transfers	0	0%
Other Revenue	\$151,920.00	3.52%
TOTALS	\$4,318,283.00	100%

- Education Tax \$286,855.82
 - Seniors Requisitions \$ 6,496.50
 - Policing Invoice \$ 38,689.00
- Are paid from the property tax Collected. Net Municipal Revenue \$3,986,242.00

Revenue Collected by Municipal Function





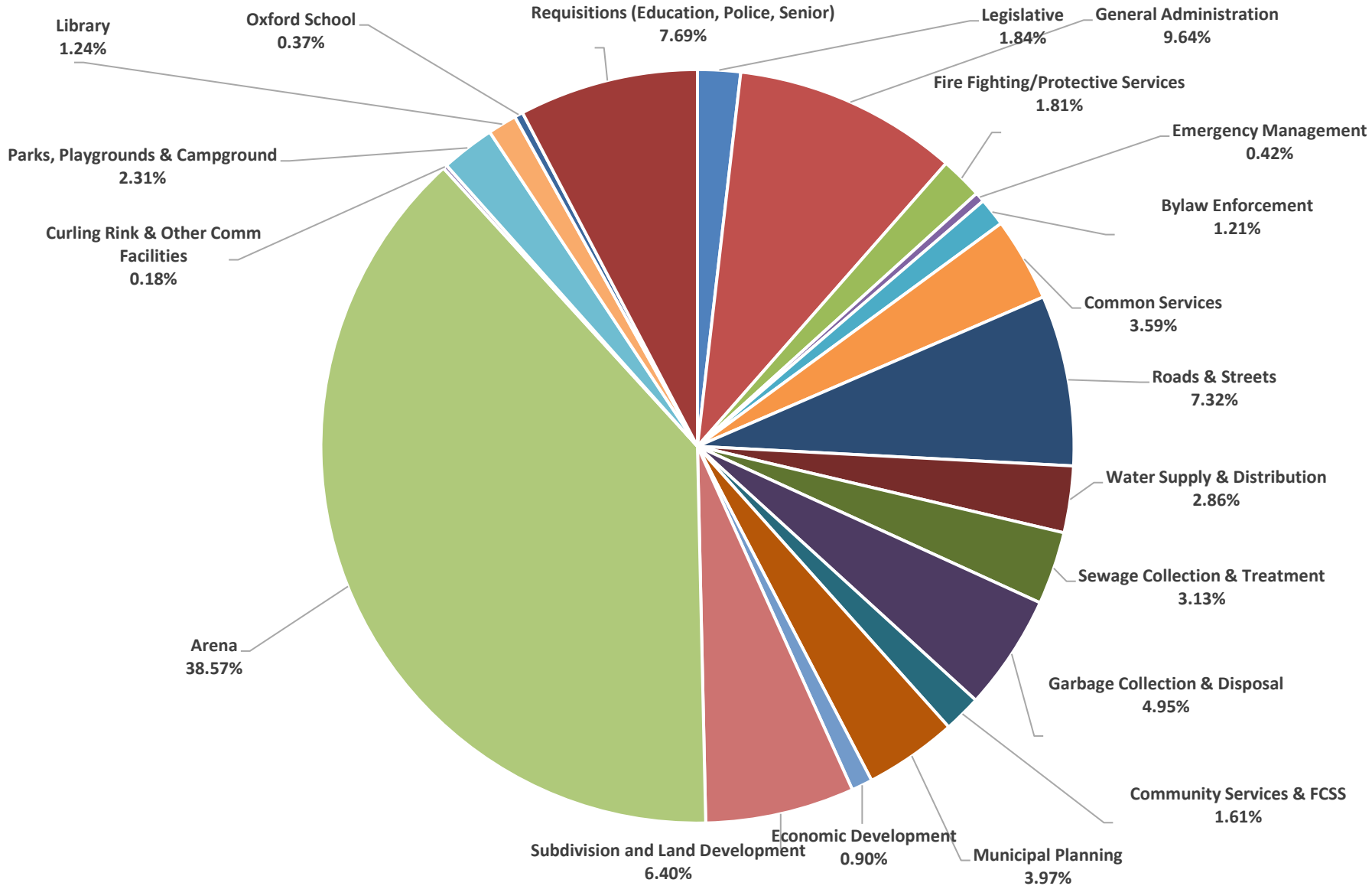
2022 Budget

Expense By Category and Function

Expenses Paid by Category

Revenue Category	Amount	Percentage
Wages/Benefits & Remuneration	\$803,064.00	18.60%
Memberships/Partnerships/Training/ Conferences and Licenses	\$54,248.00	1.26%
Mileage and Sustenance	\$8,100.00	.19%
Postage/Freight, phone & internet	\$27,775.00	.64%
Purchased Services	\$804,242.00	18.63%
Utilities	\$195,000.00	4.52%
Insurance	\$96,929.00	2.25%
Materials/Goods & Supplies	\$134,850.00	3.12%
Bank Charges and Loan Payments	\$275,199.00	6.37%
Grants & Donations	\$60,900.00	1.41%
Other Transfers (includes MSI & Gas Tax Grants to fund capital projects)	\$0	0%
Other	\$21,200.00	.49%
Capital	\$1,503,500.00	34.83%
Requisitions (Ed., Seniors, Police)	\$332,041.00	7.69%
TOTALS	\$4,317,048.00	100%

Expense Collected by Municipal Function





2022 Revenue Increases and Decreases
2021 Projection to 2022 Budget

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

	<u>Projected 2021 Budget</u>	<u>2022 Budget</u>	<u>Net Change</u>
Revenue	\$3,853,365.65	\$4,318,282.56	\$464,916.91 Revenue Increase
Expenditure	\$3,852,523.09	\$4,317,048.90	\$464,525.81 Expense Increase
Net (Surplus)/Deficit	\$ (842.56)	\$ (\$1,233.66)	\$ (391.10) increase in surplus over 2021

Revenue Increases and Decreases from Projected 2021 Budget to 2022 Budget

- **Property Taxes - \$9652 Increased revenue** - Policing Requisition passed onto the taxpayer or a .66 of a percent overall tax revenue increase
- **Penalties and Fines - \$28,500 Increased revenue** due to reinstating penalty charges on O/S taxes and utilities
- **Licenses and Permits - \$231 Increased revenue** due to trend of more development permits issued
- **Sale of Good and Services - \$115,160 Increased revenue** due to budgeted increases for higher anticipated water and sewage revenue due to usage (*rates remain frozen at 2020 rates*) and anticipating two lot sales at New Beginnings Subdivision if reconfigured as well as more campground bookings
- **Rentals - \$84,000 Increased revenue** due to additional Arena bookings in anticipation that COVID restrictions will continue to be relaxed and completion of slab project for next season
- **Franchise Fees - \$17,000 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
- **Provincial /Federal Grants - \$368,987 Increased revenue** - higher grant funding than received in 2021 if successful with the Community Revitalization Grant \$720,000 the additional impact of this grant in 2022 is offset by the additional grant funding we received from AT in 2021 and the Stimulus Grant also received in 2021 which also projected the grant totals higher in 2021

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Revenue Increases and Decreases from Projected 2021 Budget to Proposed 2022 Budget Cont'd

- ▶ **Other Government Transfers - \$323,000 Increased revenue** from Lacombe County \$360,000 to support the Arena Slab project this is offset by the projected increase in 2021 which included an additional \$15,000 in 2021 for the arena slab project and higher reimbursement by the county of fire department cost share (Lacombe County now processing most expenses and billing the town therefore less revenue from the County to cover cost shared expenses as they pay directly now)

- ▶ **Other Revenue - \$482,000 Decreased revenue** in 2022 due to one-time pmts./transfers in 2021 as follows:
 - **Administration \$49,610** less in 2022 due to 2021 reserve transfers for computer replacement program completed in 2021 and less other revenue from one time Canada post lease/refunds of AHS janitorial cost for doctors' office/ one time elections grant/ADT overcharge refunds
 - **Fire Department \$49,000** less in 2022 due to 2021 reserve transfer for SCBA and Thermal Imaging Capital Purchase
 - **Roads \$426,400** related to sale of 3 ton in 2021 and reserve transfers for unspent grant funds in 2021 MSI, Municipal Stimulus Grant
 - **Garbage Collection & Recycling \$51,000** related to reserve transfer of \$47,000 for garbage truck and sale and disposal of old garbage truck \$4,000
 - **Arena \$16,000** less due to 2021 one-time FORTIS reimbursement for damage caused by incorrect transformer install
 - **These decreases are offset by \$110,000 additional revenue** drawn from Reserve in 2022 for Municipal Planning \$90,000 unspent ACP grant for work on Bentley Southeast Area Structure Plan and Economic Development \$20,000 unspent Website Budget from prior years



2022 Expense Increases and Decreases
2021 Projection to 2022 Budget

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget

- ▶ Requisitions to Other Governments and Agencies – \$9,652 Increased Expenditure for Policing Requisition

- ▶ Wages Benefits & Remuneration - \$35,740 Increased Expenditure due to:
 - increase of \$7,650 for Mayor and Council compensation due to implementation of new policy and technology reimbursement, deputy mayor rate and CPI index increase of 3.2%
 - increase of \$28,090 for municipal staff compensation and benefits as a result of request for 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 - \$19,111 increased Expenditure due to:
 - *Administration decrease of \$1,700* for the allowance of advertising and conference fees – allowance was too high and was corrected
 - *Legislative increase of \$4,075* for AMA conference to allow all of council to attend and membership fees
 - *Fire and Protective Services increase of \$7,161* for training fees, dispatch service contract fees, radio Licence and permits and software fees
 - *Emergency Management increase of \$1,500* for joint training exercise with LREMP in 2022
 - *FCSS increase of \$500* for social media training for employee
 - *Economic Development increase of \$7,000* for joint initiatives with CAEP and Lacombe Tourism in 2022
 - *Water & Sewer increase of \$575* for regulatory course fees for operators' licenses

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget (Cont'd)

- ▶ Mileage and Subsistence increase of \$4,125 due to:
 - **Legislative increase of \$3,850** due to increased in person meetings anticipated in 2022 and all of council attending AMA
 - **Administration increase of \$1000 due to** anticipate mileage reimbursement for in person meetings in 2022
 - **Community Service FCSS increase of \$350** due to anticipate mileage for in person meetings
 - **The above increases are offset by a decrease of \$1,075** in emergency management due to negotiated wage now includes mileage and water and sewer not travelling to Banff for regulatory training as it is being offered online

- ▶ Postage/Freight and Telephone/Internet decrease of \$350 due to small savings throughout the entire budget

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget (Cont'd)

➤ Purchased Services increase of \$223,138 due to:

- **Legislative increase of \$1,800** due to allowance for Assessment appeals \$800 which was projected to zero due to no appeals in 2021 and Council public relations budget \$1,000
- **Administration decrease of \$12,000 due:**
 - **\$15,000 decrease** in professional fees required as business coaching was a one-time project in 2021
 - **\$1,000 decrease** in other purchased services related to tax service fees
 - **\$1,500 decrease** in other services such as building maintenance repair, janitorial, equip repair and rental, and security system
 - **\$4,500 increase** in audit fees
 - **\$1,000 increase** in computer support fees
- **Fire Fighting and Protective Services increase \$2,300** due to building maintenance and equipment maintenance allowances higher than 2021-year end projection based on averaged historical cost – also anticipate kitchen maintenance in 2022
- **Roads and Streets increase of \$34,000** due to the 2021 budget included allowances for Calcium Chloride, tree trimming, line painting, crack filling – some of this work was done but we held off due to other cost increases in 2021. 2022 includes a full budget for general maintenance – tree trimming, line painting, crack filling, storm drain maintenance etc
- **Water Supply and Distribution decrease of \$18,200** due to in 2021 projection included butterfly valve replacement which was not completed, 2022 allowance is for minor maintenance only – Darren will look to do full cost analysis on valve replacement for more accurate cost estimate that we can bring to council for approval through reserve transfer.

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget (Cont'd)

- ▶ Purchased Services increase of \$223,138 (Cont'd) due to:
 - **Sewage Collection and Treatment Increase of \$50,500** due to:
 - **\$5,000 increase** related to lagoon sludge survey to be done in 2022
 - **\$1,000 increase** for additional testing for regulatory compliance in 2022
 - **\$44,500 increase** for 3 valve replacements at \$11,500 per valve and \$10,000 additional maintenance allowance for system repairs
 - **Garbage Collection and Disposal Increase of \$12,000** due to fall clean up and waste roundup budget in 2022 as well as averaged estimate for commercial bin pickup in Bentley
 - **Community Services/FCSS increase of \$3,300** due to additional costs for color copies for the community newsletter, additional anticipated costs for programming (instructors etc)
 - **Municipal Planning increase of \$101,000** due to ACP grant residual to be spent in 2022 on Bentley Southeast ASP and Land use bylaw consolidation in 2022 plus JUPA work with the school to start
 - **Economic Development increase of \$31,000** due to Town Website and branding project moving forward in 2022 and small promotion and marketing budget
 - **Arena increase of \$8,000** due to additional costs for arena lobby floor replacement, additional Zamboni blade sharpening based on anticipated higher usage of the facility, budget for additional janitorial for rodeo
 - **Oxford School increase of \$9,000** due to undertaking and architectural analysis to prepare a proper cost estimate related to the cost to repair and bring into code compliance
 - **Increase of approximately \$450 through various other functions such as the curling club, subdivision and land development for general building repair and maintenance and real estate commissions and fees**

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget (Cont'd)

- **Utilities increases of approximately \$25,000** mainly due to additional arena energy costs \$15,000 due to more utilization as COVID restrictions continue to ease, and allowance for additional street lighting costs of approximately \$9,000 based on trend.
- **Insurance increases of approximately \$10,930** due to increased premiums due to major insurance payouts with recent disasters nationally
- **Materials Goods and Supplies increases of approximately \$8,062** due to general prices increasing with price index increases and as follows:
 - **Legislative decrease of \$2,800** due to one-time iPad purchase for new council in 2021 just general supplies allowance in 2022
 - **Administration increase of \$1,700** due to building maintenance supply increase for minor maintenance in community room downstairs, as well as increased budget for stationery and supplies based on trend of costs and inflation and increased janitorial supply to continue with enhanced sanitation procedures
 - **Fire and protective services increase of \$4,000** due to anticipated expenditure on Bunker Gear and PPE, as well as general tools, parts and supplies for firehall operations.
 - **Common Services increase of \$3,600** due to allowance increase for equipment vehicles and parts – was projected to a small amount in 2021 due to no need of allowance and minimal repairs – the allowance is kept to ensure that PW vehicles can be repaired if they need to be due to wear and tear and potential equipment failure
 - **Roads and Streets increase of \$12,900** due to major savings in 2021 due to no utilization of budget allowances for machinery equip supplies \$2,400, chemicals and salts \$8,000 due to warm year and street sign replacement \$2,500. Brine and salt will be replaced in 2022 the other two are allowances.

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget (Cont'd)

► Materials Goods and Supplies increases of approximately \$8,062 (cont'd)

- **Water Supply and Distribution increase of \$7,000** due to major savings in 2021 due to no utilization of budget allowances for system repair \$5,000, building material and supply \$1,500 and general supplies \$500. Budget allowances are in place to mitigate risk of potential system issues, if they are not utilized, they are zero'd out through the projection process and transferred to reserve or utilized to cover unanticipated shortfalls within the entire budget.
- **Sewage Collection and Treatment decrease of \$7,500** due to switched chemicals in 2021 for lagoons and the new bacteria did not work, we had to purchase additional actizyme in 2021. In 2022 is the regular purchase cost of the actizyme is budgeted
- **Garbage Collection and Disposal decrease of \$1,750** due to in 2021 we purchased two new tires for the new garbage truck, this was an unanticipated cost, therefore budget allowance is small in 2022
- **Community Services / FCSS increase of \$1,300** due to anticipated additional supplies costs for programming
- **Arena decrease of \$19,500** due to one-time costs in 2021 associated to transformer failure for which we were reimbursed by FORTIS \$16,000, As well as general savings of approximately \$3,500 due to less budget in 2022 for general supplies due to substantial work has been done in the last two years
- **Parks and Playgrounds increase of \$8,250** due to general maintenance anticipated to ball diamonds, shower building in campground, tree trimming and hazard tree removal, bike path maintenance, and painting of the P&R shop
- **Increase of \$862 in general materials goods and supplies** in misc. amounts throughout the budget

SUMMARY OF 2022 BUDGET REVENUE INCREASES

Summary of major changes from 2021

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Expenditure Increases & Decreases from Projected 2021 Budget to Proposed 2022 Budget (Cont'd)

- ▶ **Bank Charges and Loan Payments decrease of \$148,451** due to the 2016 capital loan being paid off in 2021 as well as less interest will be paid due to reducing principal balances of the remaining two debentures
- ▶ **Grants and Donations increase of \$3,255** due to budgeted additional contributions by Mayor and Council for the Recreation, Culture and Tourism grant program
- ▶ **Other Transfers decrease of \$214,225** due to no budgeted reserve transfers in 2022 due to tight budget and large capital program to be delivered
- ▶ **Capital increase of \$488,782** due to major capital program for arena slab



Parks Supervisor/Safety Officer

Parks Supervisor/Safety Officer

1 FTE – Business Case

- **Anticipated full time position reporting to Public Works Foreman**
- **Nature and Scope of Work to include:**
 - planning, supervision, coordination, safety inspections, standard operating procedure review with a safety lens and compliance to OHS standards
 - assigning and performing work related tasks to municipal grounds and parks maintenance
 - Pesticide and herbicide licensing to be obtained upon hire
 - will supervise 2 FTEs from May to August every year and expand as needed
 - will provide additional vacation coverage to PW staff year-round (holidays are difficult for staff to take in the winter snow removal months)
 - will provide additional coverage to allow better utilization of holidays
 - Working Supervisor will perform summer maintenance tasks alongside staff
- **Cost implications**
 - Assistant Foreman Band which ranges from \$66,550 to \$81,850
 - savings in budget by not hiring additional summer student (\$11,000 per year)
 - Seasonal FTE for Summer Supervisor earned approximately (\$25,000 per year)
 - Net budget impact is \$30,550 to \$45,850 per annum
- **Risk mitigation**
 - Occupational Health and Safety Standards all employers must inform workers about potential hazards and have access to health and safety information on site
 - workers should be involved in health and safety discussions
 - employers are responsible for ensuring health, safety and welfare of workers
 - ensuring workers are aware of their rights
 - the position will review and establish Standard Operating Procedures as they relate to Health and Safety
 - conduct safety inspections, playground inspections, equipment inspections etc, site inspections

Parks Supervisor/Safety Officer

1 FTE – Business Case

► Required knowledge and skill

- Diploma in horticulture, arboriculture or related field or equivalent experience is considered an asset
- Courses in turf management, landscaping or other related discipline or experience
- Computer literacy and demonstratable skill in operating windows, Microsoft office, outlook
- Minimum of 3 years experience related to parks or greenspace maintenance including playing fields
- Minimum 1-year supervisory experience
- Ability to write reports, standard operating procedures, read plans and blueprints and provide guidance to all Public Works Staff on safety protocols and procedures in collaboration with the Public Works Foreman or Assistant Foreman

► Additional Benefits

- Will provide additional service level of having a full-time parks staff for plant, shrub and tree maintenance, currently we contract out pruning etc. (we would still contract the large work, but pruning maintenance could be done in house would save approximately \$3,000 to \$5,000 per year)
- We currently contract out herbicide and pesticide spraying if we have someone ticketed on staff, we can do in house approximately costs \$4,000 to \$6,000 per year (may need additional attachment for Kubota)
- Can assist in the winter with snow removal on main street and provide an enhanced level of service for the business community
- Will maintain the outdoor rink in the winter
- Will maintain the gateway park, east gateway park, municipal park, Morrisroe recreation area, campground beautification and can help to develop planting plans and greenspace plans in house to save on contracting fees



2022 Capital

Capital 2021

- Total Capital Purchases in 2021 were \$1,014,718.92
- Debenture Payment for 2018 Capital \$ 142,400.00

- Total Funding as follows: \$1,157,119.00

Grants and Contributions

▪ MSI	\$502,479.00
▪ Gas Tax	\$ 61,663.00
▪ Municipal Stimulus	\$ 98,141.00
▪ Alberta Transportation	\$249,283.00
▪ Lacombe County	<u>\$ 15,072.00</u>

Total Grants/Contributions \$926,638.00

Municipal Sources/Reserves

Franchise Fees	\$ 24,000.00
Reserve Transfers	<u>\$206,481.00</u>

Total Municipal \$230,481.00

80.08% Grants and Contributions

20.00% Municipal Contributions

Capital 2021

► Summary 2021 of Projects:

Project Name	Total Project Budget	Funded in 2021	Funded in Prior Year	Funding Source
- 50 th Street South Rehab	\$ 271,470.00	\$ 240,944.00	\$ 30,256.00	MSI/Municipal Stimulus
- Service Road	\$ 249,283.60	\$ 249,283.60		Alberta Transportation
- Bentley Gateway	\$ 24,000.00	\$ 24,000.00		Franchise Fees
- Bentley Concrete Replace	\$ 713,867.00 (multi year)	\$ 263,867.00		MSI/Gas Tax
- Bentley Arena Access Ramp	\$ 30,143.32	\$ 30,143.32		MSI/Lacombe County
- Fire Department SCBA'S	\$ 45,000.00	\$ 45,000.00		Reserves
- Fire Dept Thermal Camera	\$ 4,000.00	\$ 4,000.00		Reserves
- Garbage Truck Replace	\$ 47,000.00	\$ 47,000.00		Reserves
- 5 Ton with Dump Truck	\$ 65,000.00	\$ 65,000.00		Reserves
- Grader Snow Blade	\$ 11,145.00	\$ 11,145.00		Reserves
- Computer Server/Equip	<u>\$ 34,336.00</u>	<u>\$ 34,336.00</u>		Reserves
Total	\$1,460,908.92	\$1,014,718.92	\$ 30,256.00	

Capital 2022

➤ Total Proposed Capital/Project Purchases in 2022	\$1,503,500.00
➤ Transfer from Prior Year to Website/Branding	\$ 20,000.00
➤ Total Funding as follows:	\$1,523,500.00

Grants and Contributions

▪ MSI	\$ 151,975.00
▪ Gas Tax	\$ 191,222.00
▪ Community Revitalization	\$ 720,000.00
▪ Lacombe County	\$ <u>360,000.00</u>
Total Grants/Contributions	\$1,423,197.00

93.42% Grants and Contributions

Municipal Sources/Reserves

Franchise Fees	\$ 63,500.00
Reserve Transfers	\$ <u>36,803.00</u>
Total Municipal	\$100,303.00

6.58% Municipal Contributions

Capital 2022

► Proposed Projects for 2022

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

To be funded as follows:

- Canada Community Revitalization Grant	\$ 720,000	
- Lacombe County Contribution	\$ 360,000	
- MSI Funding 2021 Carry Forward	\$ 8,975	
- MSI Funding 2022	\$ 143,000	(MSI Grant reduced by 59.4% over prior year)
- Gas Tax 2021 Grant	\$ 126,222	
- Gas Tax 2022 Grant	<u>\$ 65,000</u>	
Total Grants and Contributions	\$1,423,197	98.83% funded via grants and contributions
1.16% funding provided by municipality		
- Municipal Reserves	<u>\$ 16,803</u>	
Total Project Funding	\$1,440,000	

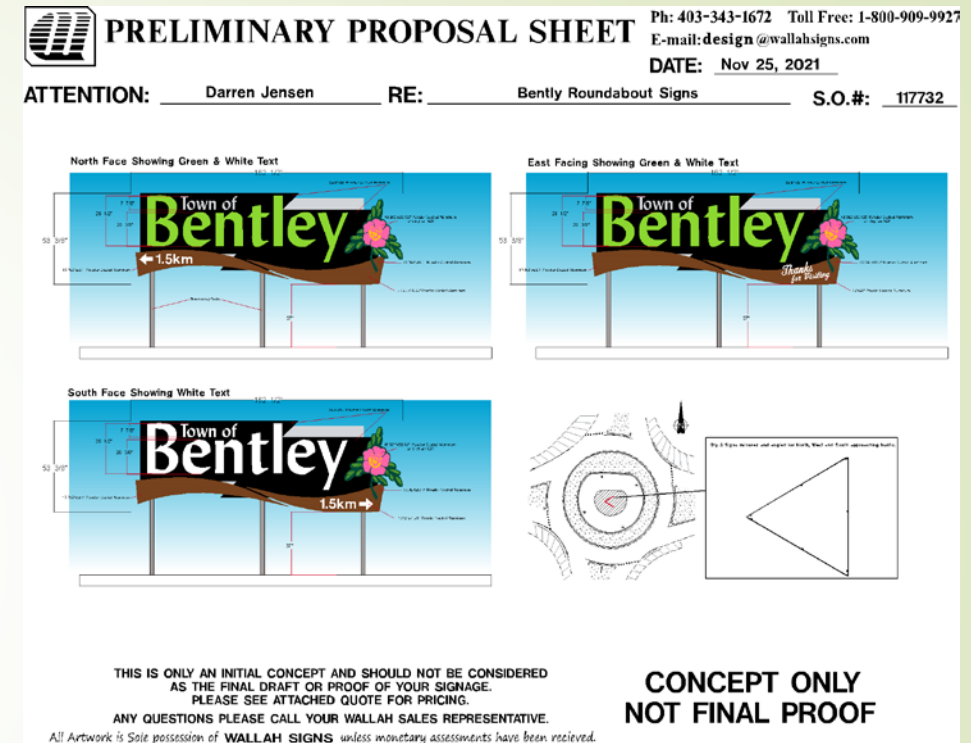
Capital 2022

► Proposed Projects for 2022

Project Description: Project Cost \$50,000 funded by Franchise Fees

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.



Capital 2022

► Proposed Projects for 2022

Project Description:

3.) Branding and Website (\$30,000 Budgeted and funded via \$20,000 unspent prior years budget transferred to reserves and \$10,000 funded via Franchise fee revenue)

- Is not truly a capital project, but is a major project for the Town
- Will post an RFP or two RFPs to provide services to support a branding conversation with the community, develop a new Town of Bentley Brand and redevelopment the Town Website to be more user friendly and mobile friendly.
- 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 to be funded from Franchise Fee collected

- 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: December 14, 2021

Agenda Item: **New Business:**
Bylaw #230/2021 – 2022 Water and Sewer Rates Amending Bylaw

LEGISLATIVE REQUIREMENT/AUTHORITY

WHEREAS in accordance with the principals of financial accountability and sound fiscal management, along with the impacts of COVID-19, the Council of the Town of Bentley deems it necessary to freeze the rates of charges for the provision of water and sewage collection.

WHEREAS Bylaw No 207/2018 being a bylaw in the Town of Bentley in the Province of Alberta to regulate the setting and collection of water and sewer rates and the fixing of time and places where the rates are payable.

NOW THEREFORE, The Council of the Town of Bentley, duly assembled, enacts as follows.

Schedule A of the Water and Sewer Bylaw No. 207/2018 shall be amended as follows:

Water (Metered Rates):

All consumers with the exception of bulk water accounts, shall be levied the same rate (residential, commercial, industrial, institutional). Based on a two-month (bi-monthly) billing as follows:

Effective January 1, 2022, based on a **two-month (bi-monthly)** billing period, the following rates shall be levied:

\$54.05 for the first 27 cubic metres or any portion thereof
\$ 1.16 for each additional cubic meter or portion thereof

Bulk Water and County Sales:

For each bulk water account opened, there shall be a \$200 key deposit required, refundable upon account closure subject to keys being returned and the account is paid in full.

Effective Jan 1, 2022, based on a **one-month (monthly)** billing period

\$ 63.65 per month
\$53.05 per fill (counter sale)

Sewer Rates:

Effective Jan 1, 2022, based on a **two-month (bi-monthly)** billing period.

All consumers shall be levied the same rate per residential or business unit, subject to the following exceptions:

Institutional Use Building (Schools, Care Centre) shall be based on 3 x the unit rate

Per Residential and/or Business Unit	\$ 43.14
Institutional Use: Per Unit	\$ 129.11
Mobile Home Park	\$2,068.75

By-law No. 230/2021 shall amend schedule A of By-law No. 207/2018

By-law No. 230/2021 shall rescind and replace Bylaw 223/2020

By-law No. 230/2021 shall come into effect on the first day of January 2022

Read a first time this 14th day of December 2022

Read a second time this 14th day of December 2022

Read a third and final time and passed this 14th day of December 2022

SUMMARY AND BACKGROUND

On January 1, 2022, the rates established through Bylaw 207/2018 (Attachment 1) will be due to renew for the upcoming 2022 year. Schedule (A) of Bylaw 207/2018 established these rates to have incremental increases throughout the three years 2019, 2020 and 2021.

Subsequently on December 15, 2020, Bylaw #223/2020 passed to ensure that the Water and Sewer rates were froze for the 2021 year at the 2020 rates due to the continuing financial strain placed on residents from the COVID-19 pandemic. Mayor and Council at the time felt that freezing these rates would alleviate any additional pressures placed on residents by an unwanted increase.

Administration is recommending that Mayor and Council consider continuing to offer such a rate freeze for the upcoming year 2022, due to continuing impacts of the COVID-19 pandemic.

Administration recommends approval of Bylaw 230/2021 to freeze the 2022 water and sewer rates at the 2020/2021 water, and sewer rates currently charged.

RATIONALE FOR RECOMMENDATION

- The impacts of COVID-19 to residents and businesses is unprecedented
 - The added strain of additional costs for those impacted by lay-offs, business closures etc.is unjustified at this time and the Town needs to lessen that strain where it can and to allow time to recover.

- The current rates are still fiscally responsible. By maintaining the existing rates there is no additional financial burden placed on the Town of Bentley.

BUDGET AND FINANCIAL CONSIDERATIONS

- None – the same revenue in 2022 as in 2021 with a rate freeze
- The Town Operates at a 100% operating direct cost recovery rate for sewage collection and water treatment and distribution. The only additional consideration in future years would be to ensure that we are covering long term asset replacement through proper asset management and replacement programs.
- Administration will undertake an analysis of water and sewer charges in 2022 to determine future rates.

RECOMMENDATION:

THAT Mayor and Council give three readings to Bylaw No. 230/2021 (Attachment 2) being a bylaw to amend schedule A of bylaw 207/2018 to establish water and sewer rates for the 2022 year.

ATTACHMENTS:

1. Bylaw 207/2018 Water and Sewer Rates Bylaw
2. Bylaw 223/2020 Amendment to Schedule A of Bylaw 207/2018 Rates for 2019, 2020, 2021
3. Bylaw 230/2021 Water and Sewer Rates for 2022 Amendment to Schedule A of Bylaw 207/2018 Rates for 2019, 2020, 2021

Marc Fortais, CAO



BY-LAW 207 / 2018

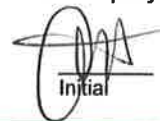
A By-law of the Town of Bentley in the Province of Alberta providing for the setting and collection of water and sewer rates and the fixing of the time and the places where rates are payable, as provided in the Municipal Government Act, Statutes of Alberta, Chapter M-26.1 with all amendments thereto.

WHEREAS the Town of Bentley has installed a water supply and distribution system and a sewage collection and disposal system for the said Town.

WHEREAS it is necessary to make a charge against the property owners and others for whose convenience the said water and sewer system has been provided.

NOW THEREFORE the Town of Bentley in Council assembled hereby enacts as follows:

1. A charge shall be made for the use of water supply and distribution system against the owners of all land which is served by the said system in the Town of Bentley according to the rates hereinafter set in **Schedule A** (attached) on the basis of water used, as determined by the water meter, and total system cost recovery.
2. A charge shall be made for the use of the sewage collection and disposal system against the owners of all land which is served by a connection with the sewage system in the Town of Bentley, based on the purpose for which such land is used and according to the rates hereinafter set in **Schedule A** (attached) on the basis of total system cost recovery.
3. The water meters shall at all times remain the property of the Town of Bentley and shall not be tampered with or interfered with at any time by the user or those under his control. Any damage to the said meter shall be paid for by the individual or firm using the water services, on the basis of costs repair including parts and labor or meter replacement.
4. A charge of **FIFTY DOLLARS (\$50.00)** will be made for turning off the water service and also for turning on the water service after the initial installation when turn off or on is done during regular working hours, being Monday to Friday, 7:00 a.m. to 4:00 p.m. and a charge of **ONE HUNDRED DOLLARS (\$100.00)** when the turn off or on is done outside of regular working hours, on weekends or holidays, specifically when such turning off or on is done at the request of the user, in an emergency situation or by reason of default of the owner in paying for the services so rendered;


Initial

5. No person other than the Town Foreman or his duly authorized agent shall turn off or turn on the water supply from the Town supply system to the owners premises;
6. Bi-monthly, the Town shall cause to be mailed or delivered to each owner of land where water and/or sewer services are supplied, a utility statement showing the amount of water used during the previous month(s) and the charge for same calculated by the rates set by Council; a charge for sewer service at a rate set by Council. The statement shall name a day and the places when and where such charge is to be payable, and the record of the Town of the mailing of such notice shall be sufficient evidence the notice was sent to the last known address of the person to be charged; failure to receive such notice does not relieve the owner of the property of the late payment penalties hereby imposed;
7. The rates hereby imposed shall be payable by the owner on or before the date which shall be set out on the notice mailed or delivered to the owner in each billing cycle. The Town shall have the right to enforce payment of the said rates by transfer of the utility service outstanding amount to the owners tax account. The Town of Bentley also reserves the right to disconnect the water supply to any property of which the said utility bill remains outstanding.
8. In the event an outstanding amount is transferred to the owners tax account, as set out in Clause 7, there shall be levied a charge of **Twenty-five Dollars (\$25.00)** on the utility account for transfer to taxes for non-payment.
9. Clause 71 of the Water and Waste Water By-law No. 91/05 shall be amended as follows;
 - a. In the event that any such utility bill remains unpaid for a period of thirty-five (35) days from the date of mailing of the said utility bill, there shall be added a penalty in the amount of ten percent (10%) on the current utility charges of the said utility bill and this penalty shall form part of the arrears and shall be subject to collection in the same manner as all other rates and charges, including the transfer of the outstanding amount to the property tax account.
10. In this By-law the word person or owner shall include a corporation, partnership, church, club, lodge or school or similar institution or the Board or Officers thereof.


Initial

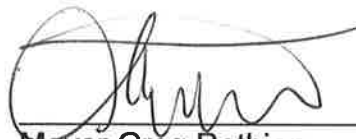
10. This By-law shall come into effect on January 1, 2019.

11. This By-law rescinds By-law No. 167/2013.

Read a first time this 18th day of December, 2018

Read a second time this 18th day of December, 2018

Read a third and final time this 18th day of December, 2018



Mayor Greg Rathjen



CAO Elizabeth Smart

SCHEDULE A
DEFINITIONS AND RATES

For the purposes of establishing and levying a charge for the provision of water and sewer services, the following definitions shall apply:

Dwelling Unit: means a complete building or self-contained portion of a building used by one or more individuals living as a single housekeeping unit, containing sleeping, cooking and separate toilet facilities, intended as a permanent residence, which may or may not have direct access to the outside by a separate exterior entranceway.

Business Unit: means a complete building or self-contained portion of a building for the use of providing for the sale, supply, manufacture, assembly, repair, rental or storage of goods or service or both, for gain or profit, which may or may not have direct access to the outside by a separate exterior entranceway.

Multiple Use Building: means a building containing one or more business units or one or more dwelling units or a combination of business units and dwelling units.

Water (Metered) Rates:

The following rates are based on a **two month (bi-monthly)** billing period.

All consumers, with the exception of bulk water accounts, shall be levied the same rate (residential, commercial, industrial, institutional) based on a two month (bi-monthly) billing as follows;

Effective January 1, 2019

\$ 52.48 for the first 27 cubic meters or any portion thereof

\$ 1.13 for each additional cubic meter or portion thereof

Effective January 1, 2020

\$ 54.05 for the first 27 cubic meters or any portion thereof

\$ 1.16 for each additional cubic meter or portion thereof

Effective January 1, 2021

\$ 55.67 for the first 27 cubic meters or any portion thereof

\$ 1.20 for each additional cubic meter or portion thereof


Initial

Bulk Water and Counter Sales;

For each bulk water account opened, there shall be a **\$200.00 key deposit** required, refundable upon account closure subject to keys being returned and the account is paid in full.

The following rates are based on a one month billing period

Effective January 1, 2019

\$ 61.80 per month

\$ 51.50 per fill

Effective January 1, 2020

\$ 63.65 per month

\$ 53.05 per fill

Effective January 1, 2021

\$ 65.56 per month

\$ 54.64 per fill

Sewer Rates:

The following rates are based on a two month (bi-monthly) billing period.

All consumers shall be levied the same rate per residential or business unit, subject to the following exceptions:

Institutional Use Building (Schools, Care Centre) shall be based on 3 x the unit rate

Effective January 1, 2019

Per Residential and/or Business Unit	\$ 41.88
Institutional Use: Per Unit	\$ 125.35
Mobile Home Park	\$ 2,008.50




Initial

Effective January 1, 2020

Per Residential and/or Business Unit	\$ 43.14
Institutional Use: Per Unit	\$ 129.11
Mobile Home Park	\$ 2,068.75

Effective January 1, 2021

Per Residential and/or Business Unit	\$ 44.44
Institutional Use: Per Unit	\$ 132.98
Mobile Home Park	\$ 2,130.81


Initial



By-law No. 223/2020

Being a By-law of the Town of Bentley, in the Province of Alberta, to amend Schedule A of the Water and Sewer Rates Bylaw By-law No. 207/2018.

WHEREAS in accordance with the principals of financial accountability and sound financial management, along with the impacts of COVID-19, the Council of the Town of Bentley deems it necessary to freeze the rates of charges for the provision of water and sewage collection.

WHEREAS Bylaw No 207/2018 being a bylaw in the Town of Bentley in the Province of Alberta to regulate the setting and collection of water and sewer rates and the fixing of time and places where the rates are payable.

NOW THEREFORE, The Council of the Town of Bentley, duly assembled, enacts as follows:

Schedule A of the Water and Sewer Bylaw No. 207/2018 shall be amended as follows:

Water (Metered Rates):

All consumers with the exception of bulk water accounts, shall be levied the same rate (residential, commercial, industrial, institutional). Based on a two month (bi-monthly) billing as follows:

Effective January 1, 2021, based on a **two month (bi-monthly)** billing period, the following rates shall be levied:

\$54.05 for the first 27 cubic metres or any portion thereof
\$ 1.16 for each additional cubic meter or portion thereof

Bulk Water and County Sales:

For each bulk water account opened, there shall be a \$200 key deposit required, refundable upon account closure subject to keys being returned and the account is paid in full.

Effective Jan 1, 2021, based on a **one month (monthly)** billing period

\$ 63.65 per month
\$53.05 per fill (counter sale)

Sewer Rates:

Effective Jan 1, 2021, based on a **two month (bi-monthly)** billing period.

All consumers shall be levied the same rate per residential or business unit, subject to the following exceptions:

Institutional Use Building (Schools, Care Centre) shall be based on 3 x the unit rate

Per Residential and/or Business Unit	\$ 43.14
Institutional Use: Per Unit	\$ 129.11
Mobile Home Park	\$2,068.75

By-law No. 223/2020 shall amend schedule A of By-law No. 207/2018

By-law No. 223/2020 shall come into effect on the first day of January, 2021

Read a first time this 15th day of December, 2020

Read a second time this 15th day of December, 2020.

Read a third and final time and passed this 15th day of December, 2020.



Mayor



Chief Administrative Officer



By-law No. 230/2021

Being a By-law of the Town of Bentley, in the Province of Alberta, to amend Schedule A of the Water and Sewer Rates Bylaw By-law No. 207/2018.

WHEREAS in accordance with the principals of financial accountability and sound fiscal management, along with the impacts of COVID-19, the Council of the Town of Bentley deems it necessary to freeze the rates of charges for the provision of water and sewage collection.

WHEREAS Bylaw No 207/2018 being a bylaw in the Town of Bentley in the Province of Alberta to regulate the setting and collection of water and sewer rates and the fixing of time and places where the rates are payable.

NOW THEREFORE, The Council of the Town of Bentley, duly assembled, enacts as follows;

Schedule A of the Water and Sewer Bylaw No. 207/2018 shall be amended as follows:

Water (Metered Rates):

All consumers with the exception of bulk water accounts, shall be levied the same rate (residential, commercial, industrial, institutional). Based on a two-month (bi-monthly) billing as follows:

Effective January 1, 2022, based on a **two-month (bi-monthly)** billing period, the following rates shall be levied:

\$54.05 for the first 27 cubic metres or any portion thereof
\$ 1.16 for each additional cubic meter or portion thereof

Bulk Water and County Sales:

For each bulk water account opened, there shall be a \$200 key deposit required, refundable upon account closure subject to keys being returned and the account is paid in full.

Effective Jan 1, 2022, based on a **one-month (monthly)** billing period

\$ 63.65 per month
\$53.05 per fill (counter sale)

Sewer Rates:

Effective Jan 1, 2022, based on a **two-month (bi-monthly)** billing period.

All consumers shall be levied the same rate per residential or business unit, subject to the following exceptions:

Institutional Use Building (Schools, Care Centre) shall be based on 3 x the unit rate

Per Residential and/or Business Unit	\$ 43.14
Institutional Use: Per Unit	\$ 129.11
Mobile Home Park	\$2,068.75

By-law No. 230/2021 shall amend schedule A of By-law No. 207/2018

By-law No. 230/2021 shall come into effect on the first day of January 2022

By-law No. 230/2021 shall rescind and replace Bylaw 223/2020 and all previous rate amendments to schedule A of Bylaw No. 207/2018

Read a first time this 14th day of December 2021

Read a second time this 14th day of December 2021.

Read a third and final time and passed this 14th day of December 2021

Mayor

Chief Administrative Officer



Agenda Date: December 14, 2021

Agenda Item: **New Business:**
Bylaw #231/2021 – Garbage Collection Rates for 2022

LEGISLATIVE REQUIREMENT/AUTHORITY

WHEREAS in accordance with the principals of financial accountability and sound fiscal management, along with the impacts of COVID-19, the Council of the Town of Bentley deems it necessary to freeze the rates of charges for the provision of garbage collection, disposal, and recycling services.

WHEREAS Bylaw No 100/06 being a bylaw in the Town of Bentley in the Province of Alberta to regulate the handling, collection, removal, and disposal of garbage and refuse and to establish the rates of charges for garbage collection service.

NOW THEREFORE, The Council of the Town of Bentley, duly assembled, enacts as follows;

Schedule A of the Garbage Collection and Disposal Bylaw No 100/06 shall be amended as follows:

Effective January 1, 2022, based on a two-month billing period, and service of weekly single collection, the following rates shall be levied:

Per Dwelling Unit	\$ 60.83
Per Business Unit	\$ 77.21
Institutional:	
Elementary School	\$ 231.64
Middle/High School	\$ 231.64
Manufactured Home Park (Based on single collection, Average occupancy of 48 lots)	\$ 2,919.77

By-law No. 231/2021 shall rescind and replace By-law No. 221/2020

By-law No. 231/2021 shall come into effect on the first day of January 2022

Read a first time this 14th day of December 2021

Read a second time this 14th day of December 2021.

Read a third and final time and passed this 14th day of December 2021.

SUMMARY AND BACKGROUND

On December 31, 2021, the rates established through a previous bylaw amendment to Bylaw 100/06 (Attachment 1) will be due to renew for the upcoming 2022 year. The previous bylaw amendment, Bylaw 221/2020 (Attachment 2) froze the rates for the 2021 year as established through Bylaw 194/2017 (Attachment 3) which had incremental increases throughout the three years 2018, 2019 and 2020.

Administration has conducted a review of comparable communities in an around Bentley (Attachment 4) and feels that the rates that are currently set are reflective of the current market rates charged in surrounding communities. Also, given the current financial condition and resulting pressures on residents due to COVID-19, a decision to not increase rates is still fiscally responsible and alleviates any additional pressures that would impact residents because of such an increase in 2022.

Therefore, it is our recommendation that Mayor and Council consider approval of Bylaw 231/2021, which freezes the 2022 garbage collection rates currently charged in 2021 and frozen since 2020.

RATIONALE FOR RECOMMENDATION

- The impacts of COVID-19 to residents and businesses is unprecedented
 - The added strain of additional costs for those impacted by; lay-offs, business closures etc. is unjustified at this time and the Town needs to lessen that strain where it can and to allow time to recover.
- The current rates are still fiscally responsible and are in line with other community's rates. By maintaining the existing rates there is no additional financial burden placed on the Town of Bentley.

BUDGET AND FINANCIAL CONSIDERATIONS

- None – The town will collect the same revenue in 2022 that was collected in 2021 with a rate freeze
- The Town Operates at close to 100% direct cost recovery rate for garbage services.

RECOMMENDATION:

THAT Mayor and Council give three readings to Bylaw No. 231/2021 (Attachment 5) being a bylaw to amend schedule A of bylaw 100/06 to establish garbage collection rates for the 2022 year.

ATTACHMENTS:

1. Bylaw 100/06 Garbage Collection and Disposal Bylaw
2. Bylaw 221/2020 Garbage Collection Rates for 2021
3. Bylaw 194/2017 Amendment to Schedule A of Bylaw 100/06 Rates for 2018, 2019, 2020
4. Garbage Collection Rate Comparison
5. Bylaw 231/2021 Garbage Collection Rates for 2022

Marc Fortais, CAO

BY-LAW NO. 100/06

Being a By-Law of the Town of Bentley in the Province of Alberta to regulate the handling, collection, removal and disposal of garbage and refuse and to establish the rates of charges for the garbage collection service.

WHEREAS, pursuant to the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1 and amendments thereto, the Council of the Town of Bentley may establish rules and regulations for the collecting of garbage and refuse from the householder and places of business and institutions within the Town.

AND WHEREAS, in accordance with good financial management, the Council of the Town of Bentley wishes to establish rates of charges for the providing of the collection and disposal of garbage and refuse.

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

1. This By-Law shall be cited as the "Garbage Collection and Disposal By-Law" of the Town of Bentley.
2. **Definitions:**
 - a) "By-Law Enforcement Officer" means a person authorized by Council to carry out the provisions of this By-Law or the Chief Administrative Officer of the Town of Bentley or a member of the Royal Canadian Mounted Police.
 - b) "Collection Day" means the day or days during each week on which garbage is regularly collected from a specific premises, together with the twelve (12) hour period immediately preceding and immediately following that day.
 - c) "Commercial Premises" means the site, including any building erected thereon, of any cafe, restaurant, hotel, store, warehouse, wholesale or retail business place, office building, factory, industry, or any other site or building except one that is used or intended to be used for residential purposes.



- d) "Council" means the Municipal Council of the Town of Bentley.
- e) "Front Yard" means a yard extending across the full width of a parcel measured perpendicularly from the front boundary of the parcel to the front wall(s) of the main building situated on the parcel.
- f) "Waste, Refuse and Garbage" means:
- i) any discarded or abandoned garbage or other matter, including bottles, metals, cans or tins, crockery, glass, cloth, paper, wrappings, sweeping and all other similar items that accumulate in the household or result from commercial or industrial operations but does not include human or animal excrement, stable refuse, ashes or trade refuse.
 - ii) refuse composed of animal or vegetable matters produced as a by-product of the preparation, consumption or storage of food
- g) "Container" means a circular receptacle constructed of non-corrosive durable metal or plastic; equipped with a water-tight cover and two (2) handles to facilitate handling; having a capacity of not more than four (4) cubic feet, a height of not more than thirty (30) inches and a diameter of not more than twenty-four (24) inches and weighing, when filled, not more than forty (40) pounds.
- h) "Container Stand" means a wooden or metal stand or enclosure designed to hold all garbage bags or cans required by the premises for which the stand is provided and which shall be so designed as to keep all garbage cans in an upright position at all times, and protected from interference from dogs or other animals.
- i) "Householder" means any owner, occupant, lessee or tenant or any other person in charge of any building or other dwelling used or intended for use as residential premises, including a multiple family dwelling but excluding commercial premises.



- j) "Chief Administrative Officer" means a person appointed under the Municipal Government Act by the Municipal Council of the Town of Bentley.
- k) "Person" includes a firm or corporation.
- l) "Proprietor" means the owner, occupant, lessee, tenant or any other person in charge of commercial or industrial premises.
- m) "Refuse Collector" means an employee or agent of the Town of Bentley whose duty shall be to collect, remove and dispose of waste and refuse.
- o) "Residential Premises" means any site including any building erected thereon that is used or intended for use for residential purposes including both single family and multiple family dwellings.
- p) "Trade Refuse" means material from excavations, material from lot clearing and building construction, repairs, alterations, or maintenance, debris from any building removed or destroyed by fire or any other cause, material from manufacturing processes, dead animals, waste from garages and service stations, condemned matter or waste from factories or other works or from warehouses, ashes from industrial plants, and other similar waste material other than human or animal excrement or garbage.
- r) "Town" means the Town of Bentley.
- s) "Unit of Garbage" shall mean;
 - i) one non-returnable garbage bag up to 660 mm x 914 mm (26" x 36") and weighing not more than 40 pounds
 - ii) one neatly tied 1 meter (3 foot) in length bundle of clippings from trees or shrubs



3. **General Prohibitions**

- 3.1 No person shall collect, dispose of or remove refuse except in accordance with the provisions of this By-Law.
- 3.2 No person other than a householder, proprietor or the Refuse Collector shall open any refuse receptacle or in any way disturb the contents thereof or handle, interfere with or disturb any refuse put out for collection or removal.
- 3.3 No person other than the Refuse Collector, householder or proprietor shall make collections of refuse from residential or commercial premises.
- 3.4 No person shall deposit any dead animal, manure, excrement, refuse, liquid waste or other filth upon or into any street, service lane, alley, highway, ditch, well or any other land or body of water.
- 3.5 No person shall directly or otherwise dispose of or permit any person to dispose of any explosive, volatile, noxious or dangerous device, substance or thing, including hot ashes or burning matter, in any garbage can, plastic bag or metal garbage container and no person shall directly or otherwise dispose of or permit any person to dispose of any unwrapped wet garbage in any garbage can or metal garbage container.
- 3.6 No person shall place or mix with any refuse placed for collection by the Town any dangerous goods, hazardous waste or biological waste

4. **Collection and Disposal**

- 4.1 The Town of Bentley does not want its Refuse Collectors exposed to unnecessary dust, airborne hazards and other contaminants while performing their duties in the collection and disposal of garbage and refuse.
- a) Plastic bags of the type designed for the disposal of domestic refuse must be used for the disposal of refuse.

- b) Plastic bags containing refuse shall be kept in a structure, fenced area, or other enclosure at all times other than on collection day;
- c) Plastic bags containing refuse shall be in good repair, and securely closed except when refuse is being placed therein;
- d) Plastic bags when filled with refuse shall weigh not more than forty (40) pounds and be of sufficient strength to be capable of lifting of the contents;
- e) Plastic bags containing refuse shall be placed for collection in the same manner and located as prescribed in this By-Law for garbage cans and under no circumstances shall they be placed on any lane, boulevard or street other than on collection day
- f) The Town shall not collect cardboard boxes, laminated cardboard, corrugated packing cardboard or any other packaging material. Citizens are encouraged to deliver their cardboard waste to the recycling bin designated for cardboard.

4.2 The householder or proprietor shall place the non-returnable plastic bags inside the container or other approved receptacle provided for collection purposes.

4.3 All householders and proprietors shall at all times ensure that refuse is kept within the containers or other approved receptacles provided for that purpose, and not allowed to spill over or accumulate on any land or street or adjoining public or private property.

4.4 All householders and proprietors shall keep the land in the rear of their premises to the center line of the alleyway thereof in a clean and tidy condition and free from refuse.



- 4.5 Where any premise is served by a lane, all refuse from such premises shall be placed in containers for collection at a location within five (5) feet of such lane, but not in the lane, and where garbage cans are placed for collection within any container stand, fence, or other enclosure, direct access to the containers from the lane shall be provided.
- 4.6 When any premise is not served by a lane, all refuse from such premises shall be placed in containers for collection at a location as close as possible to the traveled portion of an adjacent street but not on a sidewalk or in such location as to interfere in any way with vehicle or pedestrian traffic.
- 4.7 Where any householder or proprietor of a premises not serviced by a lane desires a container stand this shall be situated on the premises but not on the front yard unless properly screened.
- 4.8 Except on collection day the householder or proprietor shall keep and maintain all garbage cans:
- a) On the premises served by a lane, of the householder or proprietor;
 - b) On the residential or commercial premises not serviced by a lane of the householder or proprietor in accordance with Section 4.7 of the By-Law.
- 4.9 No garbage collection shall be made from the inside of any dwelling or from the basement or upper floors of any multiple family dwelling or commercial premises.
- 4.10 No collection will be made where there is harassment or interference by dogs or other animals.
- 4.11 No person shall willfully or maliciously hinder or interrupt or cause or procure to hinder or interrupt the Town of Bentley or its employees, agents or contractors in the exercise of powers and duties related to the collection, utility and authorization contained in this By-law
- 4.11 Collection of refuse shall be made by the Refuse Collector on such days and at such times as the Town may appoint and the Refuse Collector shall have the right



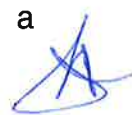
to enter at all convenient times such portions of all premises within the Town as may be required for the purpose of performing his collection, removal and disposal duties.

4.12 The Town may at any time and from time to time enter into a contract or contracts with any person, firm or corporation for the collection, removal and disposal of the whole or any part of the refuse accumulated within the Town, or may provide for the collection, removal and disposal of refuse by the use of equipment and employees of the Town.

4.13 The Refuse Collector shall not be responsible for the collection and removal of any of the following types of refuse:

- a) Trade refuse resulting from the construction, repair, decorating, clearing or grading of a building or premises;
- b) Scrap metal including car bodies, chassis, machinery or parts or garage refuse;
- c) Refuse which cannot be loaded from garbage cans, plastic bags or metal garbage containers, including such items as tires, auto parts, and boxes.
- d) Dead Animals
- e) Sod
- f) any discarded household furniture, material or equipment including household appliances such as refrigerators, stoves, clothes washers, clothes dryers, hot water tanks, microwave ovens, electronic equipment, etc
- g) liquid waste

4.14 All tree or shrubbery trimmings shall be neatly tied in 1 meter (3 foot) bundles and deposited neatly beside the garbage can(s) where it is easily accessible for removal by the Refuse Collector. One bundle shall count as a "unit of garbage".



- 4.15 All grass clippings and garden refuse shall be placed in plastic bags of the type designed to hold grass clippings, and be of sufficient strength to be able to withstand the lifting of the contents, and shall be deposited neatly beside the garbage can(s) where it is easily accessible for removal by the Refuse Collector. Plastic bags filled with grass clippings, etc. or garden refuse shall weigh not more than forty (40) pounds.
- 4.16 No person shall place anything they do not want disposed of within 3 meters (9.8 feet) of the collection point.
- 4.17 Notwithstanding the provisions of this By-law, the Town may make such special arrangements for the collection of garbage and refuse as may be appropriate.
- 4.18 All householders and proprietors shall be responsible to dispose in a proper manner at an approved site any refuse for which the Town does not accept responsibility for collection and disposal.
- 4.19 Notwithstanding anything in this By-law, the town may refuse to collect any material defined as garbage or refuse which, in the opinion of the Refuse Collector, may create a danger to the health or safety of those collecting such garbage and refuse.

5. Excess Waste

- 5.1 Waste in excess of the units of garbage allowed under the base rate charge as established in Schedule "A" will be collected provided a tag, supplied by the Town of Bentley, is conspicuously attached. Any unit of garbage above the limit provided in Schedule "A" not having a visible tag will not be collected.
- 5.2 The tags mentioned in Section 5.1 shall be offered for sale at the Town of Bentley Municipal Office at a rate specified in Schedule "A"



6. Duties of Refuse Collector

- 6.1 Collectors shall know and understand and abide by the rules and regulations as set out in this By-law.
- 6.2 Collectors shall be careful as is reasonably possible not to damage or misuse any refuse container.
- 6.3 Collectors shall replace emptied containers and lids in approximately the same location where picked up.
- 6.4 No collector shall leave refuse on the ground that he has spilled from the receptacle or the collection vehicle.
- 6.5 No collector shall pick, sort over, or remove any waste material from the collection vehicle or disposal site, except as directed by the Chief Administrative Officer.
- 6.6 The Collector, at his discretion, shall have the right to refuse to remove any garbage where the container does not meet the provisions as required by this By-law, or if the container is in a dilapidated, unsafe or unsanitary condition.
- 6.7 Notwithstanding 4.11, no collection shall be made from the inside of any residence or business premises.
- 6.8 The Collector shall not knowingly collect any hazardous waste.

7. Burning Regulations

- 7.1 Burning is permitted only in metal barrels or drums or incinerators.
- 7.2 No person shall burn or be responsible for the burning of any rubber, leather, bones, tar paper, treated wood products, plastic or any other material emitting hazardous fumes or an offensive odor, within the limits of the Town of Bentley at any time.
- 7.3 No person shall burn or be responsible for the burning of any waste, refuse or garbage before sunrise and after



sunset on any day of the week and not on Sunday, Monday, or on any recognized holiday.

- 7.4 Any person who burns is entirely responsible to ensure that the burning takes place without danger to other properties or inconvenience to neighboring properties and the Town shall in no way be held responsible for any damage or inconvenience experienced.

8. Regional Transfer Station

The Town is a member of the Lacombe Regional Solid Waste Authority which operates a regional transfer station for the disposal of refuse from the Town. This Authority reserves the right to control the type and nature of refuse which may be deposited at the regional transfer station. No refuse may be deposited at the regional transfer station except in accordance with such guidelines as the Authority may, from time to time, set.

9. Compost Site

- 9.1 The Council of the Town of Bentley encourages all householders and proprietors to transport to the compost site the following:

a) Lawn cuttings, weeds or garden refuse.

- 9.2 Disposal of any garbage and refuse at the compost site is not permitted.

- 9.3 The Town reserves the right to make rules and regulations regarding the operation of the compost site and such rules and regulations shall be posted at the compost site.

10. Recycling

- 10.1 The Council of the Town of Bentley encourages all householders and proprietors to recycle whenever possible and will facilitate recycling endeavors by



providing recycling bins at one location in the Town for the following recyclables;

- a) cardboard and paper products
- b) plastic milk containers
- c) glass & tin

10.2 Disposal of any other type of garbage and refuse at the recycling location is not permitted.

10.3 The Town reserves the right to make rules and regulations regarding the operation of a recycling program and such rules and regulations shall be posted at the recycling location.

11. Accumulation of Waste

11.1 Except for refuse which is placed in a manner complying with the provisions of this By-law and in a location designated or allowed by this By-law, no householder or proprietor in the Town shall allow waste of any kind to accumulate;

- a) outside of a building or inside of a portion of the building to which the public has access, or
- b) on any land or other premises whether or not there is a building or other structure erected thereon.

11.2 Notwithstanding anything in Section 11.1 or elsewhere in this By-law contained, no person shall dispose of waste or allow waste to accumulate anywhere in any manner which contravenes a provision of the Public Health Act, the regulations made there under or of a By-law of the Town relating to health, safety, sanitation or nuisances.

11.3 No person who has waste of any description requiring disposal shall not dispose of it elsewhere than at a disposal site of a type appropriate for the type of waste.



- 11.4 A person who has disposed of waste on any land contrary to the provisions of Section 11.1 shall remove, at his expense, the same upon being required to do so by the householder or proprietor, the Chief Administrative Officer or his/her designate, By-law Enforcement Officer,
- 11.5 the Fire Chief of the Town of Bentley or the Local Health Board, but such removal shall not prevent him from being prosecuted for a contravention of Section 11.1
- 11.6 If the person who has placed waste on land contrary to the provision of Section 11.1 cannot be ascertained or neglects or refuses to remove the waste there from, householder or proprietor shall remove the waste or cause the waste to be removed, at his/her expense, from the land upon being directed to do so by the Chief Administrative Officer, or his/her designate, the Fire Chief, By-law Enforcement Officer or the Local Health Board

12. Written Notice of Contravention

- 12.1 The Town may, by written notice, direct any person to promptly provide additional containers or other approved receptacles or to provide such receptacles in a proper condition where the Town considers either that the number or approved receptacles or their condition is inadequate or insufficient in practice to meet the spirit and intent of this By-Law.
- 12.2 When any container has been condemned by the Refuse Collector and written notice to that effect has been given to the householder or proprietor, the condemned garbage can may be removed and disposed of along with the garbage from the premises, in which case the householder or proprietor shall forthwith provide a suitable container to replace the one that has been condemned and removed.



12.3 The Town may, by written notice, require the removal of any accumulation of the types of refuse set forth in Section 4.13 hereof, or any accumulation of dirt, stones, old implements, or automobiles, iron or other rubbish from roads, lanes or other private or public property within the Town by serving upon the householder, proprietor, or other person responsible for the deposit of same such written notice outlining the removal requirements.

13. **Rate of Charges**

13.1 There shall be levied on every owner or occupant of a residential, commercial, industrial and institutional premises a fee for the collection, removal, and disposal of garbage and refuse.

13.2 Such fees shall be levied and are payable regardless of the extent to which the services are used unless written notice has been given to the municipal office to discontinue the service due to the building being unoccupied.

13.3 Rates are set out in Schedule "A" which is attached to and forms part of this By-Law.

13.4 Schedule "A" may be amended from time to time by Council.

13.5 The rates as set out in Schedule "A" and/or amendments to Schedule "A" shall be levied at the same time as water and/or sewer rates are levied and shall be collected in the same manner as water and/or sewer rates are collected.

14. **Recovery of Expense and Prosecution of Offenders**

14.1 If the householder or proprietor refuses to comply with any provision of this By-law, the Town may undertake the same at the expense of the owner of the property



14.2 When the Town is required to take action under Section 14.1 and the householder or proprietor defaults on the required payment, then the Town may recover the charges for which the householder or proprietor is liable by any lawful means available with the cost of such action to be charged against the owner or occupant.

14.3 Where a utility account and other charges under this By-law remain unpaid, the Town may transfer the outstanding account to the tax roll account of the property.

15. Penalties

15.1 Any person who contravenes any provision of the By-law is guilty of an offense and is liable under the Provincial Offences Procedure Act to a fine not less than \$100.00 and not exceeding \$1,000.00.

15.2 Notwithstanding the provisions of Section 14 hereof, any person convicted for a second offence for the same provision of this By-law shall be liable to a fine of not less than \$150.00 and not more than \$1,000.00.

15.3 Notwithstanding the provision of Section 14 hereof, any person convicted for a third offence for the same provision of this By-law shall be liable to a fine of not less than \$200.00 and not more than \$1,000.00.

16. If any term, clause or condition of this By-law and application thereof, shall, to any extent, be deemed invalid or unenforceable, the remainder of this By-law shall not be affected thereby and each other term, clause or condition of this By-law shall be enforced to the fullest extent permitted.



17. This By-law rescinds By-law 06/95 and By-law No. 89/04

This By-Law shall come into effect on the 1st day of April, 2006.

READ a first time this 28 day of February, 2006.

READ a second time this 28 day of February, 2006

READ a third and final time this 28 day of February, 2006



MAYOR



CHIEF ADMINISTRATIVE OFFICER



SCHEDULE "A"

For the purposes of establishing and levying a charge for the provision of garbage collection and disposal services, the following definitions shall apply;

Dwelling Unit: means a complete building or self-contained portion of a building used by one or more individuals living as a single housekeeping unit, containing sleeping, cooking and toilet facilities, intended as a permanent residence, which may or may not have direct access to the outside by a separate exterior entranceway.

Business Unit: means a complete building or self-contained portion of a building for the use of providing for the sale, supply, manufacture, assembly, repair, rental or storage of goods or services or both, for gain or profit, which may or may not have direct access to the outside by a separate exterior entranceway.

Multiple Use Building: means a building containing one or more business units or one or more dwelling units or a combination of business units and dwelling units.

Institutional Use Building: means the Schools and Health Care Centre

Single Collection Rate: means one collection per week

Multiple Collection Rate: means two collections per week

Allowable Units of Garbage: 4 per Dwelling or Business Unit per collection (Single or Multiple)



<u>Monthly Collection Fees:</u>	<u>Single Collection</u>	<u>Multiple Collection</u>
<u>Dwelling Unit</u>	16.00	
<u>Business Unit:</u>	20.00	40.00
<u>Institutional:</u>		
School – Elementary	60.00	120.00
School - High School	60.00	120.00
Health Care Centre	60.00	120.00
<u>Other:</u>		
Mobile Home Park (based on single collection, occupancy of 48 stalls)	768.00	





By-law No. 221/2020

Being a By-law of the Town of Bentley, in the Province of Alberta, to amend Schedule A of the Garbage Collection and Disposal By-law No. 100/06.

WHEREAS, in accordance with sound financial management, the Council of the Town of Bentley deems it necessary to freeze the rates of charges for the provision of garbage collection, disposal and recycling services for the 2021 year.

NOW THEREFORE, the Council of the Town of Bentley, duly assembled, enacts as follows;

Schedule A of the Garbage Collection and Disposal By-law No. 100/06 shall be amended as follows:

Effective January 1, 2021, based on a two month billing period, and service of weekly single collection, the following rates shall be levied:

Per Dwelling Unit	\$ 60.83
Per Business Unit	\$ 77.21
Institutional:	
Elementary School	\$ 231.64
Middle/High School	\$ 231.64
Manufactured Home Park (Based on single collection, Average occupancy of 48 lots)	\$ 2,919.77

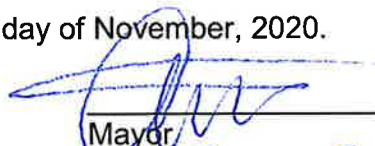
By-law No. 221/2020 shall rescind By-law No. 194/2017.

By-law No. 221/2020 shall come into effect on the first day of January, 2021

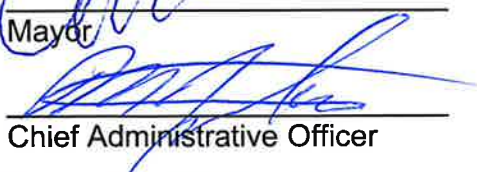
Read a first time this 10th day of November, 2020

Read a second time this 10th day of November, 2020.

Read a third and final time and passed this 10th day of November, 2020.



Mayor



Chief Administrative Officer



By-law No. 194/2017

Being a By-law of the Town of Bentley, in the Province of Alberta, to amend Schedule A of the Garbage Collection and Disposal By-law No. 100/06.

WHEREAS, in accordance with sound financial management, the Council of the Town of Bentley deems it necessary to amend the rates of charges for the provision of garbage collection, disposal and recycling services.

NOW THEREFORE, the Council of the Town of Bentley, duly assembled, enacts as follows;

Schedule A of the Garbage Collection and Disposal By-law No. 100/06 shall be amended as follows:

Effective January 1, 2018, based on a two month billing period,
The following rates shall be levied:

	<u>Weekly Single Collection</u>
Per Dwelling Unit	\$ 58.47
Per Business Unit	\$ 74.22
Institutional:	
Elementary School	\$ 222.65
Middle/High School	\$ 222.65
Manufactured Home Park (based on single collection, average occupancy of 48 lots)	\$ 2,806.39

Effective January 1, 2019, based on a two month billing period,
The following rates shall be levied:

	<u>Weekly Single Collection</u>
Per Dwelling Unit	\$ 59.64
Per Business Unit	\$ 75.70


initial

Institutional:

Elementary School	\$ 227.10
Middle/High School	\$ 227.10

Manufactured HomePark
(based on single collection,
average occupancy of 48 lots)

\$ 2,762.52

Effective January 1, 2020, based on a two month billing period,
The following rates shall be levied:

**Weekly Single
Collection**

Per Dwelling Unit	\$ 60.83
Per Business Unit	\$ 77.21

Institutional:

Elementary School	\$ 231.64
Middle/High School	\$ 231.64

Manufactured Home Park
(based on single collection,
average occupancy of 48 lots)

\$ 2,919.77

By-law No. 194/2017 shall rescind By-law No. 180/2017 and By-law No. 142/2010.

By-law No. 194/2017 shall come into effect on the first day of January, 2018

Read a first time this 12th day of September, 2017

Read a second time this 12th day of September, 2017.

Read a third and final time and passed this 12th day of September, 2017.


Mayor


Chief Administrative Officer

Town of Bentley

Garbage Rates Comparison to Neighboring Communities

Community	Residential			Commercial			Other Rates not Common to Communities				
	Residential	Billing Frequency and Other Charges	Residential Monthly Total	Business Commercial	Billing Frequency and Other Charges	Business Commercial Monthly Total	Large Business & School	Institutional Elementary School	Institutional Middle/High School	Manufactured Home Park	Comments
Town of Bentley	\$ 60.83	every 2 months	\$ 30.42	\$ 77.21	every 2 months	\$ 38.61		\$ 231.64	\$ 231.64	\$ 2,919.77	Per every two months
Lacombe County	\$ 19.60	monthly	\$ 19.60		commercial done by each business		N/A	N/A	N/A	N/A	Commercial and Institutional obtain own bins
Alix	\$ 25.00	monthly but add recycling \$5.93	\$ 30.93	\$ 41.50	monthly but add recycling \$5.93	\$ 47.43	\$ 10.25	N/A	N/A		
Clive	\$ 51.77	every 2 months	\$ 25.89	\$ 102.54	every 2 months	\$ 51.27		\$ 394.40			Per every two months
Eckville	\$ 23.00	monthly	\$ 23.00								
				\$ 94.00	monthly	\$ 94.00					
				\$ 104.50	monthly	\$ 104.50					
				\$ 115.00	monthly	\$ 115.00					
Sylvan Lake	\$ 19.00	Monthly but add \$6.25 recycling	\$ 25.25		commercial done by each business						



By-law No. 231/2021

Being a By-law of the Town of Bentley, in the Province of Alberta, to amend Schedule A of the Garbage Collection and Disposal By-law No. 100/06.

WHEREAS, in accordance with sound fiscal management, the Council of the Town of Bentley deems it necessary to freeze the rates of charges for the provision of garbage collection, disposal and recycling services for the 2022 year.

NOW THEREFORE, the Council of the Town of Bentley, duly assembled, enacts as follows;

Schedule A of the Garbage Collection and Disposal By-law No. 100/06 shall be amended as follows:

Effective January 1, 2022, based on a two-month billing period, and service of weekly single collection, the following rates shall be levied:

Per Dwelling Unit	\$ 60.83
Per Business Unit	\$ 77.21
Institutional:	
Elementary School	\$ 231.64
Middle/High School	\$ 231.64
Manufactured Home Park (Based on single collection, Average occupancy of 48 lots)	\$ 2,919.77

By-law No. 231/2021 shall rescind and replace By-law No. 221/2020

By-law No. 231/2021 shall come into effect on the first day of January 2022

Read a first time this 14th day of December 2021

Read a second time this 14th day of December 2021

Read a third and final time and passed this 14th day of December 2021

Mayor

Chief Administrative Officer



Agenda Date: December 14, 2021
Agenda Item: New Business:
Indigenous Acknowledgement

REQUEST FOR DECISION

THAT Mayor and Council select and approve a land Acknowledgement to acknowledge that the Town of Bentley is within Treaty 6 Territory and read the chosen acknowledgement prior to every Regular Meeting of Council.

SUMMARY AND BACKGROUND

The Truth and Reconciliation Commission of Canada (TRC) was created through legal settlement between residential school survivors, the Assembly of First Nations, Inuit representatives and the parties responsible for creation and operation of the schools; the federal government and the church bodies.

TRC's mandate was to inform all Canadians about what happened at residential schools. The TRC documented the truth of survivors, their families, communities, and anyone personally affected by the residential school experience. This included First Nations, Inuit, and Metis former residential school students, their families, communities, the churches, former school employees, government officials and other Canadians.

The TRC concluded its mandate in 2015 and transferred its records to the safekeeping of National Canada for Truth and Reconciliation (NCTR).

The NCTR is a place of learning and dialogue where the truths of Residential School Survivors, families and communities are honored and kept safe for future generations. The NCTR educates Canadians on the profound injustices inflicted on First Nations, Inuit, and the Metis Nation by the forced removal of children to attend residential schools and the widespread abuse suffered in those schools. For more information, please refer to their website at: <https://nctr.ca/>

The Town of Bentley wishes to acknowledge the treaty, the land, and the territories of indigenous peoples. We acknowledge that we are on the traditional lands referred to as Treaty 6 territory and the homeland of the Metis region. On September 30, 2021, the Town of Bentley recognized the National Day for Truth and Reconciliation, by ensuring that staff wore orange shirts and by posting the acknowledgement as shown in (Attachment #1). This initiative was undertaken by the previous Mayor and Council and continues to be supported by the Town of Bentley's newly elected Mayor and Council.

On October 26, 2021, Mayor and Council approved motion 197/2021, directing administration to develop a land acknowledgement to be read by the mayor or their substitute if they are absent, with the intent to formalize and acknowledge that the Town of Bentley is within Treaty 6 territory and to bring this acknowledgement back to Mayor and Council for approval and incorporation into the agenda.

Administration has prepared the following acknowledgments for Council's consideration, selection, and approval:

- 1.) *The Town of Bentley acknowledges that we are on the traditional lands referred to as Treaty 6 Territory and the homeland of Metis Region #3. This land is home to many diverse groups of Indigenous peoples including the Cree, Dene, Blackfoot, Saulteaux, Nakoda Sioux, Inuit and Metis. We also acknowledge that the Town of Bentley and all the people here are the beneficiaries of Treaty 6, which encompasses the traditional territories of numerous Western Canadian First Nations as well as the Metis people who have called these land home since time immemorial. The Town of Bentley acknowledges the treaty, the land, and the territories of indigenous peoples.***
- 2.) *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.) *We acknowledge that the land on which we gather is Treaty 6 territory and the homeland of Metis Region #3. This land is the traditional meeting ground for many indigenous peoples, including the Cree, Dene, Blackfoot, Saulteaux, Nakoda Sioux, Inuit and Metis. The Town of Bentley and Mayor and Council is dedicated to ensuring that the spirit of Treaty 6 is honoured and respected.***

BUDGET AND FINANCIAL CONSIDERATIONS

None

ATTACHMENTS:

None

Marc Fortais, CAO



Town of Bentley

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

CHRISTMAS/NEW YEARS HOLIDAYS NOTICE OF OFFICE CLOSURE

The Town of Bentley would like to wish the residents of Bentley Season's greetings and Happy New Year. It has been a tough couple of years with the pandemic, and we thank all of you for your dedication to keeping yourselves and your community safe. Please take this time to enjoy your time with family and friends and reflect on how fortunate we all are to live in beautiful central Alberta.

As the Chief Administrative Officer for the Town, I want to provide time for my staff to be able to rest and spend time at home with their families. Therefore, the Town Office will be closed to the public for **Christmas break from 1:00pm December 24, 2021, returning to work on Monday January 3rd, 2022. Regular garbage pickup will continue during this time as well as any emergency services and snow removal that may be required.**

Please note that a penalty of 14% will be applied on current tax balances outstanding as of the end of the day on December 31, 2021. Town administration will process all postmarked payments, electronic payments and any payments received in our drop box dated December 31, 2021, as if received on December 31, 2021, upon our return to the office on January 3rd, 2022. A further 8% penalty will be applied to all remaining unpaid balances on January 15th, 2022.

This is an important reminder to pay your outstanding tax balances prior to these two penalty dates to avoid the additional charges.

From all of us at the Town of Bentley and from Mayor and Council, we wish all the best over the festive season and a Happy New Year. Stay safe over the holidays!

Sincerely,
Marc Fortais
Chief Administrative Officer





Agenda Date: September 14, 2021

Agenda Item: New Business: Arena Rental Rates 2021 & 2022 Season

ADMINISTRATIVE RECOMMENDATIONS

THAT Mayor and Council Authorize the CAO Marc Fortais to freeze arena rental rates for the 2021 to 2022 season to the same rates charged for the 2020 to 2021 season.

SUMMARY & BACKGROUND

Policy 53/2015 establishes the Arena Rental Rates for each year and provides guidance to increase this amount by the Alberta consumer price index average of the previous 12 months. Administration is recommending that the arena rental fees for the 2021 to 2022 season continue to be frozen at the previous season rates, due to the previous and continued potential impacts of COVID-19.

As per the previous year, the following were the established rental rates for the 2020 to 2021 season:

- The rates are frozen at the last increase which occurred in 2019 and was based on the average of annual (Alberta) consumer price index – June 1, 2018, to May 31, 2019, 2.1%
 - Bentley Minor Hockey \$124.02 per hour
 - Bentley Figure Skating \$124.02 per hour
 - Seasonal Adult Groups/Teams \$168.33 per hour
 - Non-local Youth Group/Teams \$150.64 per hour
 - Non-seasonal Adult Groups/Teams \$186.23 per hour
 - Tournaments same rates as above for each group
 - Bentley School – Phys Ed Seasonal Flat Rate for Weekday Rentals \$1,457.85 school term
 - Bentley School – Hockey Academy (Weekday rentals) \$57.09 per hour
 - Local Family or other local group
 - Occasional ice rentals same as rate for seasonal adult group
 - Non-Local Family or other group
 - Occasional ice rentals same as non-seasonal adult groups

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

BUDGET AND FINANCIAL CONSIDERATIONS

- Annual Revenue Budgeted for 2021 was \$160,000 this was based on no increased ice rental fees due to COVID-19. Current actuals prior to the start of the 2021-2022 winter season are \$33,160. It should be noted that most rentals occur from September to December, but it is anticipated that revenue may be slightly lower due to the impacts of COVID-19 that continued in the first quarter of 2021.
- It is anticipated that ice time will be fully allocated if facilities are able to operate within the winter months, while meeting the requirements for COVID-19.

RATIONALE FOR RECOMMENDATION

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

ATTACHMENTS

1. Comparison of Ice Rental Rates Other Communities

Marc Fortais, CAO

TOWN OF BENTLEY

Attachment 1

Comparison of Ice Rental Rates Other Communities

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



MAYORS Greg Rathjen

REPORT FOR NOVEMBER 2021

November 9th Regular Council Meeting

November 12th Development and Planning meeting with Craig Teal

November 16th Meeting at Medicine Lodge Ski Hill For AGM

November 17 to 19th AUMA conference in Edmonton.

It was a good conference where we were able to attend with over all 1100 delegates gathered again after a year of just online meetings

*The Name has been changed to **Alberta Municipalities. Theme Strength in Members**

*The study discovered that having both the AMSC (Alberta Municipal Services Corporation) for its business services and the AUMA was confusing to members.

Alberta Municipalities connect, serve, & advocate for 275+ municipal members

*There were many Sessions on many topics

--Don't "Waste" Your Energy (Sustainability and Environment)

--What Does Your Association Do for You? (AUMA Executive Committee)

--Cyber Security (Audit and Finance Committee)

--Setting the Table for Success: How to Start Your Council's Term Off Right (Municipal Governance)

--Advocating for Small Communities in a Big World (Small Communities)

--Not Your Parents' CPP (APEX Board of Directors)

--New Developments in Hydrogen and Impacts to Municipalities (Infrastructure and Energy) ----

--Demystifying Drug Decriminalization (Safe and Healthy Communities)

--Building Indigenous Relations in Your Community

--Topics were brought up from the floor from Legal responsibilities, Policing, Ambulances, First Nations and reconciliation, humour, planning, organization, Municipal roles, funding

*Premier Jason Kenny Spoke on where we are and plans for future success for Alberta, you can watch it at

<https://www.facebook.com/watch/?v=360914821939259>

*Many members of the cabinet spoke and answered questions in two sessions, and the message from the province was clear: more tough decisions are on the way.

New President [Mayor Cathy Heron](#) City of St. Albert

****November 24** Strategic Plan Review Meeting Looking at the plans that were developed by the committee and focusing on prioritising our goals and future plans as we look at what is outlined, what we have seen accomplished, what is in the process of being worked on and what we would like to see

**COUNCIL REPORT FOR LENORE EASTMAN
FOR THE MONTH OF NOVEMBER 2021**

- | | |
|--------------------------------|--|
| November 2 nd | Lacombe RMRF Councillor Orientation |
| November 9 th | Council & Emergency Management Advisory Committee Meetings |
| November 12 th | Planning 101 Meeting |
| November 17 – 19 th | AUMA Conference |
| November 24 th | Strategic Planning Meeting |
| November 29 th | Lacombe Foundation Board Meeting |



Town of Bentley
November 2021
Dale Grimsdale

- **Nov 1, 2021, Bentley School Parent Advisory Committee**
 - New School Board Trustee Trudy Bratland introduced herself and gave a trustee report that included highlights based on truth and reconciliation and vaccines amongst employees for wolf creek public school
 - Vice Principal Steven Lush was rewarded the Lorne Wood award for actively promoting sports and leadership within the community.
 - Bentley School participated in numerous cross-country events including winning the Jr High CWAJHAA and Wolf Creek 1J Championship banners. We also won the wolf creek 1J for Junior boys and placed 1st for junior girls.
 - COVID cases in the school have dropped to 0 and Bentley School is now removed from Outbreak status.
 - Bentley is now second highest in the county for enrollment in special needs students, COVID has cause some challenges in getting some educational testing but there has been some great support from the EA's and teachers on this.
 - Trickster Theatre is a go for the week of December 13-17. They will be live streaming the event due to COVID. A grant covered 75% of costs. The Town of Bentley provided \$2000 to help cover costs.
 - I was also introduced as Town Representative and gave an update on my contact information

- **Nov 2, 2021, Council Orientation session with Sean Ward and Diana Young from Reynolds Mirth and Farmer LLP at the Knismen Room in Lacombe Memorial Centre**
 - Spent the day learning the Role of Municipalities, organizations and functions, key municipal plans, policies, and projects
 - Roles and Responsibilities of Council and Councillors
 - Code of Conduct
 - Roles and Responsibilities of CAO and Staff
 - Public Participation
 - Personal Liability

- Freedom of Information and Privacy and Part 17 of MGA planning and development
 - Other legal information that pertains to Council
-
- Nov 9, 2021 – Council meeting and Emergency Management Advisory Committee Meeting
 - Introduction and overview of Bentley CEMP
 - Summary of Local Emergency Management Regulation
 - Review Risk Assessment
 - Overview of our mobilization plan
 - Future live action scenario to be rolled out in 2022
- Nov 12, 2021, Council Orientation to Land Use and Community Planning 101 with Parkland Community Planning Association Craig Teal
 - Introduction to Alberta Land use planning system
 - Mechanisms, Tools, and components such as Statutory Plans, Bylaws and Plan preparation
 - Core concepts including plan seniority, consistency and discretionary or permitted use
 - Staff and support roles
 - Hierarchy of Planning Documents
- Nov 24, 2021, Strategic planning review and goals discussion with Craig Teal – Parkland Community Planning
 - Previous council plans and visions overview
 - New council ideas and vision
 - Goal setting
- Nov 25 Parkland Airshed Monitoring Zone Association (PAMZ) Board Meeting
 - Year end meeting
 - Review the air stations that monitored the air in Central Alberta (Red Deer, Caroline, Olds)
 - 3rd quarter monitored Innisfail
 - Operated at 90% efficiency and recorded a couple times when the air quality exceeded acceptable limits and that was during the time, we had the smoke from the fires. Highest levels of NO2 recorded during rush hour times in traffic
 - Plan to put stations in Rimbey and Ponoka for 2022

Other Notes: Completed the online AEMA training. Contacted Keyera Rimbey to gather information regarding what materials are being transported from their plant on railway to assist Bentley's emergency planning in case of future derailment. This information was passed to the CAO

Councillor Dale Grimsdale



Town of Bentley
November 2021
Pamela Hansen

Land use pcps with Craig Teal

- Definitions of planning
- Why communities plan
- Hierarchy of planning document
- Public engagement plan
- Decision maker and roles
- Limitations of decisions
- Line between policy and operational decisions
- Provincial legislation -MGA
- excepted items overlapping
- Inter municipal collaboration framework
- Town of Bentley / Lacombe County inter municipal development plan
- Town of Bentley municipal development plan
- Bentley Lacombe joint development initiative
- Town of Bentley municipal plan
- Community strategic plan
- Town wide master plan
- Land use bylaws
- Permitted uses and discretionary uses statutory plans and land use bylaw
- Adoption process: bylaw and public hearing
- Statutory plan and land use bylaw
- Adoption process: bylaw and public hearing
- Subdivision process
- Subdivision considerations

AMA Convention

- Building indigenous relations

Chief Ermineskin of Ermineskin & grand chief (spokes person for 17)

Made treaty with queen etc. not province or municipality

Can't fix Wetaskiwin homeless problem because they didn't start it

Residential school survivor stayed until grade 3 then parents took him

35 schools in Alberta

See a lot and a lot Of death at Ermineskin, doesn't think they will find graves there because they used an incinerator

What is our identity: doing his PHD

Life before contact: governance system

Strong oral traditions; coming back

How history was preserved; how they had to go underground to even go to Wetaskiwin

Legends and traditions: speaking with elders can't write stories or take pictures of ceremonies it's about keeping oral traditions

It's time to listen and speak with them

U of A using First Nations books; Indian horse

Be grounded

Right of indigenous peoples was developed in maskwachise

Share the land only depth of the plow

Dr and scientists questioning First Nation medicines

Contact: disruption

They loved the land more than the people

Treaty is about land / Indian act is about people

Ermineskin is working on caring for their own children

What is nation building

First Nations helping to build economy but aren't respected

**Should have treaty 6 flag

Importance of building relationships

Here to share stories for those that can't

Where do we go from here?

Narrative has to change

Opening ceremony

Greetings from Chief Ermineskin

Greetings from city of Edmonton mayor amaretto Sohi

Greetings from Rick McIver

Greetings from Jason sharp President atco gas

Greetings from Angela Duncan in term president of AUMA

Thank you to Barry Mashito (left AUMA to lead Albert party)

President message: new AUMA brand: Alberta municipalities : strength in numbers

Entertainment by 54:40

Resolution

https://www.abmunis.ca/system/files?file=2021-11/2021_resolutions_book_version_2_-_november_5_2021%281%29.pdf

Resolutions

I move that the resolutions be reviewed in the order they are presented in the Convention Guide, with the addition of emergent resolutions 2 and 3. Passed

AUMA Resolution 2021.B1: Creating Jobs Through Remediating and Redeveloping Brownfields
Moved by: Town of Calmar Seconded by: City of Medicine Hat passed 97 %

AUMA Resolution 2021.B2: Provincial Commitment to Transition to an Extended Producer Responsibility for Household Hazardous Waste Program
Moved by: AUMA Board of Directors. Passed 95%

AUMA Resolution 2021.B3: Advocacy on Financial Measures
89 % passed

AUMA Resolution 2021.B4: Online Voting for Municipal Elections
Opposed 65%

AUMA Resolution 2021.B5: Expansion of Authority to Support Affordable Housing
Passes 82%

AUMA Resolution 2021.B6: Police Funding Model Accountability & Transparency
Passed 83%

AUMA Resolution 2021.B7: Regional Centre Funding
71% passes

AUMA Resolution 2021.B8: National Flood Insurance Strategy and Community Resiliency Advocacy
83%

AUMA Resolution 2021.B9: Improved Provincial-Municipal Emergency Collaboration and Communications 93%

AUMA Resolution 2021.B10: Provincial Broadband Strategy
93% passed

AUMA Resolution 2021.B11: Mental Health and Wellness for Public Safety Personnel
93% passed

AUMA Resolution 2021.B12: Alberta Health Services Emergency Ambulance Dispatch – Independent Review

94% passed

AUMA Resolution 2021.C1: Advocacy for a National Early Learning and Care Program
Passed 57%

AUMA Resolution 2021.C2: Elder Care Model
87% passed

AUMA Resolution 2021.C3: Long Term Care
90% passes

AUMA Resolution 2021.C4: Tobacco Industry Health Cost Recovery Fee
81% passed

AUMA Resolution 2021.Emergent 1: Responsibility of Ambulance Service Delivery
Passed 91%

AUMA Resolution 2021. Emergent 2: provincial health restriction decisions
89% passed

AUMA Resolution 2021.Emergent 3: Alberta supports and childrens services closure to walk in clients

97% passed

Motion to destroy ballots

Elections

President Cathy Heron

Director towns east Trina Jones

Villages south Mike Pashak

Vice President towns Tanya Thorn

Vice President villages & summer villages Angela Duncan

Director cities up to 500,000 Dylan Bressey

Business meeting

Address from premier Jason Kenney

Address from Ric McIver

Minister panel

LRWSC

Would Bentley like a tour?

Chair:grant creasy

Vice chair :Dana Kreil

Executive member : ken weenink

Reviewed operations of facilities

Bentley Library meeting: will share minutes at next meeting