



AGENDA
Bentley Town Council
Tuesday May 14, 2024
6:30pm Regular Meeting of Council

1. In-Camera (Discussion at 6:00pm)

- a) Discussion regarding current Realtor Contract for the sale of lots within the Sunset Heights Subdivision. In-Camera, “pursuant to Section 194 of MGA, RSA, 2000 C.M. – 26, advice from officials pursuant to Section 24(1) of the Freedom of information and the protection of privacy act.”

2. Regular Council Meeting - Call to Order

3. Indigenous Acknowledgement

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

4. Amendments & Acceptance of Agenda

5. Adoption of Previous Minutes:

- a) Regular Meeting of Council April 23, 2024

6. Financial:

- a) Prepaid Cheque Listing – Cheques No. 20240292 to 20240332

7. New Business

- a) Public Works 1st Quarter Report
- b) Parks Recreation and Safety 1st Quarter Report
- Update
 - Health and Safety Draft Policy
 - Contractor Health and Safety Agreement

- c) **Arena Caretaker Contract Renewal**
- d) **Sunset Heights Lot Sales**
 - **Lot 5, Block 2, Plan 1521374 (4813 56th Ave)**
 - **Lot 6. Block 2, Plan 1521374 (4811 56th Ave)**

8. Correspondence

- a) **Lacombe County Council Highlights April 25, 2024**
- b) **Key Messages and Motion on Bill 20's Changes to the MGA and LAEA**

9. Other Business

10. Council Reports

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

11. Adjournment



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

April 23, 2024

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, April 23, 2024, at 6:30 p.m., in the Bentley Municipal Office.

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

Call to Order Mayor Rathjen called the regular council meeting to order at 6:30pm

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

Read by Mayor Rathjen

Agenda

Motion 92/2024 Moved by Councillor Valiquette, “THAT the agenda of the April 23, 2024, regular meeting be accepted.”

Carried

Previous Minutes

Motion 93/2024 Moved by Deputy Mayor Grimsdale “THAT the minutes of the March 26, 2024, Regular Meeting of Council be accepted.”

Carried

Financial

a) Prepaid Cheque Listing – Cheques No. 20240266 to 20240291

Motion 94/2024 Moved by Councillor Eastman, “THAT Cheques No. 20240266 to 20240291 be received for information.”

Carried

b) Council Remuneration Listing for March 2024

Motion 95/2024 Moved by Councillor Hansen, "THAT Mayor and Council Remuneration Listings for March 2024 and paid in April be received for information."

Carried

New Business

a) 2023 Audited Financial Statement Report

- Delegation Grant Stange - RSM

Motion 96/2024 Moved by Councillor Valiquette, "THAT Mayor and Council accept and approve the 2023 Consolidated Financial Statements and Independent Auditor Report for the year ending December 31, 2023, as prepared by RSM Canada LLP."

Carried

b) Town of Sylvan Lake Motion to Alberta Municipalities

- Looking for a seconder from Town of Bentley

Motion 97/2024 Moved by Councillor Grimsdale, "THAT the Town of Bentley will support the Town of Sylvan Lake as a seconder to their motion regarding goldfish infestation and emergency approval of powder form Rotenone Pesticide as follows:

Moved by: Town of Sylvan Lake

Seconded by: Town of Bentley

WHEREAS goldfish, an invasive aquatic species, are continuously infesting stormwater ponds, posing a serious risk to the ecosystem;

WHEREAS the only approved pesticide in Canada, liquid Rotenone, is no longer being manufactured due to a manufacturing plant closure;

WHEREAS affected municipalities have made great efforts to resolve the issue, including obtaining the necessary provincial authorization to remove the aquatic invasive species manually;

WHEREAS the exploration of alternative methods, such as electrofishing, dewatering, and dredging, have been used in the absence of liquid Rotenone;

WHEREAS goldfish continue to infest stormwater ponds, despite using alternative methods, demonstrating how persistent the problem is for affected municipalities;

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for emergency approval of the dry form Rotenone to address the goldfish, an invasive aquatic species, infestation in stormwater pond systems.

Carried

Correspondence

- a) **Lacombe County Council Highlights April 11, 2024**
- b) **Lacombe Fire Restrictions**
- c) **Parkland Regional Library System – Annual Report**

Motion 98/2024 Moved by Councillor Eastman, “THAT correspondence item a) to c) be accepted as information.”

Carried

Other Business

- a) **Strategic Plan Survey closes April 26, 2024**
 - **Do not forget to have your say regarding Bentley’s Future**

No motion was made for this item, it was intended as a reminder regarding the survey.

- b) **Change of Deputy Mayor from Councillor Grimsdale to Councillor Hansen effective April 25, 2024.**

Motion 99/2024 Moved by Councillor Eastman, “THAT Councillor Pam Hansen will serve as Deputy Mayor and be the designated signing authority on behalf of the Town of Bentley, including all Servus Credit Union Accounts, from April 25, 2024, to July 24, 2024, replacing Councillor Dale Grimsdale who held the prior term.”

Carried

Adjournment

Mayor Rathjen adjourned the April 23, 2024, Regular Council Meeting at 7:19pm

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240292	2024-04-24	JENSEN,, DARREN	15042024	PAYMENT NEW LICENSE PLATE ON TRAILER	113.00	113.00
20240293	2024-04-24	RED DEER HEATING & REFRIGERATION	308	PAYMENT 50% DEPOSIT FOR ICE PLANT R	350,525.18	350,525.18
20240294	2024-04-24	TRANSALTA ENERGY MARKETING	24-1348667 24-1348689	PAYMENT STREET LIGHTING ELECTRICITY ELECTRICITY BILLING FOR MAR	7,016.09 8,194.68	15,210.77
20240295	2024-04-30	CARSON, BARBARA J				
20240296	2024-04-30	JENSEN, DARREN J				
20240297	2024-04-30	MEREDITH, SANDRA L				
20240298	2024-04-30	GIBSON, COLE C				
20240299	2024-04-30	DENNEHY, NATHAN				
20240300	2024-04-30	GREAVES, LORYANNE				
20240301	2024-04-30	FORTAIS, MARC C				
20240302	2024-04-30	KIKSTRA, ROBERT B				
20240303	2024-04-30	LOOV, CHRISTOPHER D				
20240304	2024-04-25	ASK ENVIRONMENTAL	202404251	PAYMENT CREDIT BALANCE PAID	200.00	200.00
20240305	2024-04-30	BIG HILL SERVICES	32593 32777	PAYMENT ARENA-NEOPRENE PEGS FOR C ARENA- NEOPRENE PEGS FOR C	278.25 234.68	512.93
20240306	2024-04-30	CARSON, BARB	041124 41825	PAYMENT LACOMBE FCSS REIMBURSEME LACOMBE FCSS REIMBURSE MI	28.32 28.32	56.64
20240307	2024-04-30	HOLDEN, KARI	30042024 300424 8 APRIL 30, 2024	PAYMENT SENIOR'S DROP IN JANITORIAL OFFICE JANITORIAL APRIL FIREHALL JANITORIAL FOR APR BASEMENT JANITORIAL	45.00 120.00 240.00 60.00	465.00
20240308	2024-04-30	MCLAREN, CAROLYN	206	PAYMENT PARENTING PROACTIVLEY 101 F	624.00	624.00
20240309	2024-04-30	RATHJEN, GREG	31042024 MARCH 31 2024 MARCH 31, 202	PAYMENT REIMBURSE MILEAGE LACOMBE REIMBURSE MIILEAGE LACOMB REIMBURSE MILEAGE LREMP M	18.88 18.88 24.78	62.54
20240310	2024-05-03	BENTLEY ESSO	31032024	PAYMENT VEHICLE/EQUIPMENT GAS/DIES	1,366.54	1,366.54
20240311	2024-05-03	BLACK PRESS GROUP LTD.	BPI125088	PAYMENT RIMBEY REVIEW -DISPLAY ROP	746.42	746.42
20240312	2024-05-03	CHAPMAN RIEBEEK LLP	2404006 2404007	PAYMENT GENERAL MATTERS - BOPARI BYLAW PROSECUTIONS (GENEF	783.57 219.68	1,003.25
20240313	2024-05-03	GREGG DISTRIBUTORS LP	059-631987 059-633025	PAYMENT PW SPRING MAINTENANCE & GI PARKS AND REC SUPPLIES	816.86 8.19	825.05
20240314	2024-05-03	KEY AGVENTURES INC.	WR14712	PAYMENT FRONT MOUNT MOWER LABOUF	1,131.46	1,131.46
20240315	2024-05-03	KIKSTRA; ROB	CA4R9OMBACC	PAYMENT REIMBURSEMENT PPE WORK B	150.00	150.00



TOWN OF BENTLEY

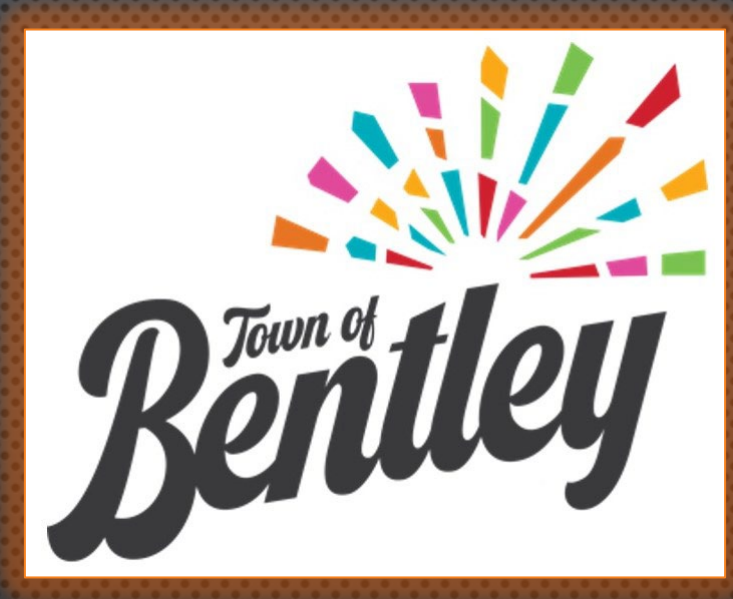
Cheque Listing For Council

2024-May-7
2:44:21PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20240316	2024-05-03	LACOMBE COUNTY	IVC00044900	PAYMENT FIRE DEPARTMENT TRAINING &	1,452.46	1,452.46
20240317	2024-05-03	LACOMBE REGIONAL TOURISM AND MARKETIN	479	PAYMENT COMMUNITY MEMBERSHIPS 202	10,830.00	10,830.00
20240318	2024-05-03	LEAVITT MACHINERY CANADA INC.	INVC-465667	PAYMENT GENIE LIFT LABOUR & PARTS M	499.97	499.97
20240319	2024-05-03	RECEIVER GENERAL	30042024 30APR2024	PAYMENT REGULAR EMPLOYMENT INSUR REDUCED EMPLOYMENT INSUR	407.70 21,797.03	22,204.73
20240320	2024-05-03	SHAW CABLE	12042024 21042024 23042024	PAYMENT OFFICE INTERNET 12-MAY-24 TC FCSS INTERNET 21-MAY-24 TO 2 PW SHOP INTERNET 23-MAY-24	173.25 176.72 105.00	454.97
20240321	2024-05-03	TAXERVICE	2416391	PAYMENT TAXERVICE BILL FOR TONSI	451.50	451.50
20240322	2024-05-03	TELUS MOBILITY INC.	09042024	PAYMENT PW CELL PHONES & FIRE DEPT	134.55	134.55
20240323	2024-05-07	CANOE PROCUREMENT GROUP OF CANADA, D	AB211189	PAYMENT MOWERS TIRES FROM KALTIRE	321.89	321.89
20240324	2024-05-07	CARSON, BARB	02052024	PAYMENT DEHUMIDIFIER FOR STAY N PLA	95.54	95.54
20240325	2024-05-07	CHAPMAN RIEBEEK LLP	2405010 2405011	PAYMENT GENERAL MATTERS -BOPARI BYLAW PROSECUTIONS (GENE	217.62 201.34	418.96
20240326	2024-05-07	FORTAIS, MARC	06052024	PAYMENT SUBWAY LUNCH - AB MUNICIPAL	115.96	115.96
20240327	2024-05-07	GREGG DISTRIBUTORS LP	059-635861 059-637097 059-639200 059-639201	PAYMENT BANNER HANGERS PARKS AND RECREATION SUPP PW SHOP OVERHEAD DOOR MA FURNACE FILTERS & GARBAGE	179.75 302.73 17.64 207.75	707.87
20240328	2024-05-07	INNOV8, DIGITAL SOLUTIONS INC.	IN485384 IN486032	PAYMENT FCSS PHOTOCOPIER NEIGHBOURHOOD NOTES & OFI	25.83 854.07	879.90
20240329	2024-05-07	KCB CONSTRUCTION INC.	875472	PAYMENT ARENA WALL REPAIR	8,190.00	8,190.00
20240330	2024-05-07	PETTY CASH	03052024 15042024 MAY32024	PAYMENT NO FRILLS - WATER, PAPER PLA NO FRILLS - WATER, COFFE CRE TOWN OF BENTLEY LAMINATED	36.40 38.90 13.00	88.30
20240331	2024-05-07	SAM HAMBLY	#4	PAYMENT REPLACE MOWER TIRE	320.00	320.00
20240332	2024-05-07	TRI-L CORPORATION O/A ORIEL WINDOWS & DC	24-14213	PAYMENT CURLING RINK DOOR MAINTEN/	611.46	611.46

Total 439,617.71

*** End of Report ***



Public Works Report
May 14, 2024

Water

- ## January 2024 Water Summary

There was no analyzing done in this month

There were no operational problems, incidents, or concerns.

No failed Bacteria

TOWN OF BENTLEY

APPROVAL# 18648-01-00 (Code of Practice)

Month: January

Year: 2024

PARAMETER	TOTAL	AVG	MIN	MAX
WELL USAGE (m3)	9293	300	79	814
TOWN USA GE (m3)	8185	264	26	570
CHLORINE USED (L)	272	9	3	25
DOSAGE (mg/L)		4.2	2.0	6.2
FREE CL2(Enter Dist.)mg/L		0.67	0.55	0.95
FREE CL2(In Dist.)mg/L		0.64	0.53	0.9
TOTAL CL2(Enter Dist.)mg/L		0.79	0.65	1.05
TOTAL CL2(In Dist.)mg/L		0.78	0.65	0.97
ONLINE CL2(Free CL2)mg/L		0.66	0.56	0.87
# OF BACTI SAMPLES	5			

Chemicals Added to Water: 12% Sodium Hypochlorite (Function: Disinfects & Oxidizes) Max Usage 87mg/L according to the NSF/ANSI Standard 60.

Manufacturer: ClearTech Industries Inc. 2302 Halseman Ave., Saskatoon, SK, S7L 5Z3, Canada. P H: 1-800-387-7503 or 1-306-664-2522

Any additional analyzing done during month: (i.e., THM's, etc.)

NONE

Darren Jensen #4051 (Public Works Foreman) Ph: 403-348-6384

Cole Gibson #5404 (Assistant Public Works Foreman) Ph: 403-348-9384

Sample ID # / Location / Date Positive Results?

2472191/5014-49ave/Jan 3, 2024	Yes/No
2472188/5218-50st/Jan 10, 2024	Yes/No
2472186/4637-53avcl/ Jan 17, 2024	Yes/No
2472165/4622-49ave/Jan 24, 2024	Yes/No
2472166/4810-51ave/Jan 31, 2024	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No

*A report will be attached for positive test results.

Summary of Operational Problems/ Incidents/ Actions:

January 17/24- High usage due to structure fire

January 21/24 Well #3 Battery back-up malfunction

NONE

TOWN OF BENTLEY

APPROVAL# 18648-01-00 (Code of Practice)

Month: February

Year: 2024

PARAMETER	TOTAL	AVG	MIN	MAX
WELL USAGE (m3)	6854	236	74	448
TOWN USAGE (m3)	7050	243	100	409
CHLORINE USED (L)	195	7	1	12
DOSAGE (mg/L)		4.1	2.0	5.1
FREE CL2(Enter Dist.)mg/L		0.70	0.61	0.75
FREE CL2(In Dist.)mg/L		0.68	0.60	0.73
TOTAL CL2(Enter Dist.)mg/L		0.82	0.78	0.88
TOTAL CL2(In Dist.)mg/L		0.82	0.76	0.87
ONLINE CL2(Free CL2)mg/L		0.71	0.65	0.74
# OF BACTI SAMPLES	5			

Chemicals Added to Water: 12% Sodium Hypochlorite (Function: Disinfectant & Oxidation) Max Usage 87mg/L according to the NSF/ANSI Standard 60.

Manufacturer: ClearTech Industries Inc. 2302 Havelman Ave., Saskatoon, SK, S7L 5Z3, Canada.
P H: 1-800-381-7503 or 1-306-664-2522

Any additional analyzing done during month: (i.e., THM's, etc.)

NONE

Darren Jensen #4051 (Public Works Foreman) Ph: 403-348-6384

Cole Gibson #5404 (Assistant Public Works Foreman) Ph: 403-348-9384

Sample ID # / Location / Date	Positive Results?
2472170/4602-46st/February 7, 2024	Yes/No
2472159/5017-51ave/February 7, 2024	Yes/No
2472158/5014-49ve/February 14, 2024	Yes/No
2472154/5218-50st/February 21, 2024	Yes/No
2472162/4637-53avcl/February 28, 2024	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No

*A report will be attached for positive test results.

Summary of Operational Problems/ Incidents/ Actions:

NONE

February 2024 Water Summary

There was no analyzing done in this month

There were no operational problems, incidents, or concerns.

No failed Bacteria results

TOWN OF BENTLEY

APPROVAL# 18648-01-00 (Code of Practice)

Month: March

Year: 2024

PARAMETER	TOTAL	AVG	MIN	MAX
WELL USAGE (m3)	7440	240	0	468
TOWN USAGE (m3)	7373	238	113	364
CHLORINE USED (L)	217	7	0	13
DOSAGE (mg/L)		4.1	0	5.2
FREE CL2(Enter Dist.)mg/L		0.62	0.51	0.73
FREE CL2(In Dist.)mg/L		0.60	0.53	0.64
TOTAL CL2(Enter Dist.)mg/L		0.75	0.71	0.81
TOTAL CL2(In Dist.)mg/L		0.73	0.66	0.81
ONLINE CL2(Free CL2)mg/L		0.63	0.58	0.69
# OF BACTI SAMPLES	4			

Chemicals Added to Water: 12% Sodium Hypochlorite (Function: Disinfects & Oxidizes) Max Usage 87mg/L according to the NSF/ANSI Standard 60.

Manufacturer: ClearTech Industries Inc. 2302 Hazelton Ave., Saskatoon, SK, S7L 5Z3, Canada.
P.H: 1-800-387-7503 or 1-306-664-2522

Any additional analyzing done during month: (i.e., THM's, etc.)

NONE

Darren Jensen #4051 (Public Works Foreman) Ph: 403-348-6384

Cole Gibson #5404 (Assistant Public Works Foreman) Ph: 403-348-9384

Sample ID # / Location / Date Positive Results?

2472157/4622-49AVE/MAR 6 2024	Yes/No
2472163/4810-51AVE/MAR 13 2024	Yes/No
2472177/5017-51AVE/MAR 20 2024	Yes/No
2472156/4602-46ST/MAR 27 2024	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No
	Yes/No

*A report will be attached for positive test results.

Summary of Operational Problems/ Incidents/ Actions:

NONE

• March 2024 Water Summary

There was no analyzing done in this month

There were no operational problems, incidents, or concerns.

No failed Bacteria results

• **April 2024 Water Summary**

There was no analyzing done in this month

3 Phase Power outage

No failed Bacteria results

TOWN OF BENTLEY

APPROVAL# 18648-01-00 (Code of Practice)

Month: April

Year: 2024

PARAMETER	TOTAL	AVG	MIN	MAX
WELL USAGE (m3)	7565	252	62	504
TOWN USAGE (m3)	6980	233	122	352
CHLORINE USED (L)	200	7	1	12
DOSAGE (mg/L)		3.8	1.9	5.1
FREE CL2(Enter Dist.)mg/L		0.58	0.50	0.65
FREE CL2(In Dist.)mg/L		0.56	0.49	0.65
TOTAL CL2(Enter Dist.)mg/L		0.69	0.60	0.79
TOTAL CL2(In Dist.)mg/L		0.66	0.58	0.80
ONLINE CL2(Free CL2)mg/L		0.57	0.50	0.67
# OF BACTI SAMPLES	11			

Chemicals Added to Water: 12% Sodium Hypochlorite (Function: Disinfection & Oxidation) Max Usage 87mg/L according to the NSF/ANSI Standard 60.

Manufacturer: ClearTech Industries Inc. 2302 Hainselma Ave., Saskatoon, SK, S7L 5Z3, Canada. P.H: 1-800-381-7503 or 1-306-664-2522

Any additional analyzing done during month: (i.e., THM's, etc.)

NONE

Darren Jensen #4051 (Public Works Foreman) Ph: 403-348-6384

Cole Gibson #5404 (Assistant Public Works Foreman) Ph: 403-348-9384

Sample ID # / Location / Date	Positive Results?
2472172/5014-49ave/April 3,2024	Yes/No
2472161/5218-50st/April 10, 2024	Yes/No
2472160/4637-53ave/April 17, 2024	Yes/No
2472153/4622-49ave/April 24, 2024	Yes/No
2472167/4602-46st/April 25, 2024	Yes/No
2472164/5017-51st/April 25, 2024	Yes/No
2472175/5014-49ave/April 25, 2024	Yes/No
2472173/5218-50st/April 25, 2024	Yes/No
2472176/4622-49ave/April 25, 2024	Yes/No
2472171/4810-51ave/April 25, 2024	Yes/No
2472168/4637-53ave/April 25, 2024	Yes/No

*A report will be attached for positive test results.

Summary of Operational Problems/ Incidents/ Actions:

April 24, 2024 Power Failure at WTP

Pressure in distribution system fell below 23 psi

Contravention reported to 1-(800)-222-6514

AENP Contravention Report Reference # 427280

Water Treatment Plant

Power Outage

On the evening of April 24th at approximately 8pm the Fortis Transformer adjacent to the WTP failed; eliminating the 3rd Phase power to operate the Distribution Pumps.

Although the water pressure was only reduced for a short time, estimated 30 – 45 minutes, it is not a situation the Town should be in.

**Recommend installing 3 Phase Power Generator
Estimated cost \$55k – \$70k (depending on Optional Accessories)**

Reasons for Purchasing a 3 Phase Generator

- **Bentley has numerous power outages per year.**
- **Reduced emergency backup engine & pump use**
- **Power to operate 2 of the 3 water wells**
- **No disruption to water service to residents due to Fortis issues**



QUOTE: Town of Bentley-Water Plant Generator

DATE: Nov. 26, 2023

Box 47 Bentley, Alberta T0C 0J0
outlawelectric@platinum.ca

DESCRIPTION OF WORK

- Supply FNG65 -55KW natural gas, 3phase,backup power generator, C/W 200amp, 3phase service rated automatic transfer switch.
- Provide material and labour for generator interconnection to transfer switch and utility power system.
- *Natural gas connection not included; to be completed by gas fitter/plumber
- *Any addition/modification to the building/installation area required to install the generator/transfer switch to completed by the customer prior to generator install.
- * generator/ material costs are good for 90 days from the date of the quote.

'-OPTIONAL ACCESSORIES

- | | |
|-------------------------------|---|
| 1. Weather Enclosure-\$7295 | 7.Manual N/G Shutoff valve-\$208 |
| 2.Elevated Base-\$1840 | 8. 12V Engine Block heater- \$288 |
| 3.Enviro Drip Pan-\$1380 | 9. N/G Regulator/Feed Line-\$518 |
| 4.Oil Level S/D- \$472 | 10.CSA Electrical Cert.- \$1450 |
| 5.Coolanat Level S/D-\$334 | 11.Long run oil system (800hrs/change)-\$1716 |
| 6.12V N/G Shutoff valve \$518 | |

- If you have any questions regarding this quote, please contact Jeremy anytime.
- Any changes to the scope of the project may affect the final cost.

GENERATOR/TSF SWITCH	\$42,353.64
WIRE/MATERIAL	\$3,159.56
LABOUR	\$7,000.00
PERMIT	\$1,000.00

Power/Control Cables

- **Conduits running between the Pump House and Injector Building compromised during 2012 Water Well 3 installation**
- **Conduit was daylighted**
- **Broken sections were repaired temporarily in September (Outlaw Electric)**
- **Teck Cable will replace the conduit in the spring.**
- **We will relocate the lines further to the west to avoid further issues**

- **UPDATE: Jeremy (Outlaw Electric) has been contacted; the new lines will be installed in May/June.**

18" Clear Well Butterfly Valve

Setting up a time to have Aquatech return to switch this valve with the second valve still in the Clear Well.

The old valve will be sent in to be refurbished.



QUOTE: Town of Bentley- Water Plant Cable Replacement

DATE: Nov. 22, 2023

Box 47 Bentley, Alberta T0C 0J0
outlawelectric@platinum.ca

DESCRIPTION OF WORK

- Run 4 Teck cables in trench from South bldg. to North bldg. to replace 4 damaged conduits/wires (trenching and backfilling not included)
- Install instrument tray on/in North bldg to support teck cables into junction boxes
- Junction wiring at South bldg. and connect to existing wiring in the building
- Terminate teck cables in North bldg. junction boxes
- Install PVC conduit run between buildings for future use (alarm system wiring etc.)

- If you have any questions regarding this quote, please contact Jeremy anytime.
- Any changes to the scope of the project may affect the final cost.

LABOUR/MATERIAL	\$6,499.57
PERMIT	
SUBTOTAL	
GST	\$324.97
TOTAL	\$6,824.54

Wastewater

High Pressure Flushing

- **Sewer Mains are scheduled for the annual flushing this spring.**

Roads, Streets & Sidewalks

50th Street Asphalt Patching

- **Spectre Systems as well as Richardson Blacktop have been asked to quote on these two sections of patching. I have received both quotes; Richardson has been contracted to do the work. The road will be repaired in May or June at the latest.**

Street Sweeping

- **APLS has completed street sweeping for the year.**

Crack Sealing & Line Painting

- **The Town is scheduled to have cracks and lines painted late May early June, weather permitting.**

Traffic Control

- **51st Avenue Yield signs will be replaced with Stop signs.**

Equipment

Deck Trailer

- **A trade was made for the recycle trailer for a SWS 20' Tandem Axle Equipment Hauler.**
- **The hauler had just undergone an inspection prior, all minor repairs made, new tires brakes, lights etc.**

Miscellaneous

Campground Washrooms

- **The concrete pad located outside of the washroom doors was removed due to heaving, it was becoming difficult to open the doors.**

UPDATE:

24" X 24" concrete blocks will replace the heaving pad; this will be completed before the Campground opens for the 2024 season.

Library Automatic Door

- **Limitless Automatics & Doors has been hired to install a power door opener on the Library door. This should be installed within the next couple months. The existing door will be reused.**

Arena Eavestroughs

- The Eavestroughs on the North and East side of the Arena need replacing, we have received a quote from Henry's Eavestroughing, both lengths to replace it will cost \$7,427.00

Arena Wall

- KCB Construction has repaired the Arena wall.





Parks & Safety Update May 14, 2024

Tree Planting Southwest Entrance

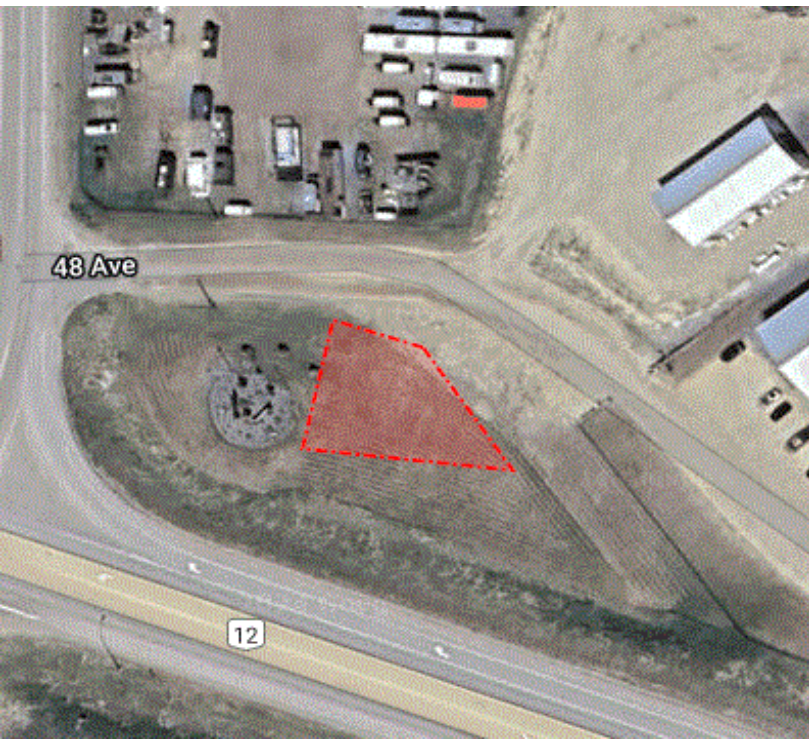
- In the early summer 5 additional Purple Spire Columnar Crabapple trees were scheduled to be planted along the fence line of Bentley Storage on 52nd Street. After completing line locates it has been determined this area is not feasible for planting due to telecommunication cables running down the ditch.
- Administration recommends allocating the budgeted funds to additional planting near the main entrance sign.
- Trees come with 1-year warranty and will be watered and fertilized throughout the summer.
- Extra soil will be brought in around the root balls just like the trees that were planted in 2023.

- Administration has applied for the Community Naturalization and Tree Planting Grant through Fortis Alberta for this project.



Tree Planting Southwest Entrance

- Administration recommends planting:
 - 7 Baby Blue Spruce as previously proposed
 - 3 Ivory Silk Lilac Trees (White flowers in Spring, yellow leaves in Fall)
 - 3 Hot Wings Tatarian Maple Trees (Bright red samaras(helicopters) in Summer, bright red leaves in Fall)



Treatment of Dutch Elm

- In September 2023, 32 trees along 50th Ave between 46 Street and 47 Street were diagnosed with European Elm Scale. An additional 16 trees along 50th Ave had evidence of Elm Scale.
- Wild Rose Tree Service has been contracted to begin treating all impacted trees with TreeAzin insecticide sometime around June 2024. TreeAzin is a systematic insecticide that is injected near the base of the trees and does not pose any serious risk to people, pets or wildlife.
- The initial treatment should eliminate about 80% of the pests. A second treatment will be applied in 2025 and trees will be assessed in 2026 for potential spot treatment.
- Wild Rose Tree Service comes highly recommended by contractors in the industry. They have conducted treatments for the City of Calgary and many other municipalities around Central Alberta.
- Additionally, these trees will be watered in with a balanced fertilizer each Spring for the next several years to assist their recovery.



Splitting Karl Foerster Grass



- The ornamental Karl Foerster grass on Mainstreet has been dug out and split to improve the appearance and health of the plants.
- The grass will be given extra attention with watering and fertilizing this year to allow it to re-establish.

Other Updates

- Met with Minor Ball this Spring to discuss the use of additional funds provided by the town. Also discussed needs/desires and how to best balance what work is done by the town and what work is done by minor ball.
- Planting grass and laying sod in several locations.
- Watering in and fertilizing municipal trees and entry sign shrubs.
- Summer staff have been hired and will start working on May 13th
- Flowers should arrive the week of May 20 weather permitting.

Safety Update

- A new Health and Safety Policy has been drafted. The policy still needs further internal review but is being presented as information so Council can ask questions and give feedback to Administration.
- The policy will be brought back to Council for approval at a future meeting.
- A contractor pre-approval form has also been drafted. Contractors doing work for or on behalf of the Town will be required to submit this form before starting their job (once per year for regularly used contractors). This is being done in an effort to reduce the liability of the municipality.





Policy Title	Date:	Resolution No.
Health and Safety Policy	May 14, 2024	/24

POLICY STATEMENT:

The Town of Bentley is committed to ensuring the health and safety of all its employees, contractors, and the general public. The Town of Bentley will make every reasonable effort to manage work activities in a way that prioritizes safety and conforms with Occupational Health and Safety legislation.

THE PURPOSE OF THIS POLICY IS TO:

Establish guidelines for the Town of Bentley regarding safe practices in the operation and management of facilities, hired contractors, and municipal employees.

Definitions:

For the purpose of this policy the following definitions apply:

CAO – The Chief Administrative Officer for the Town of Bentley as appointed by Council.

Contractor – Any person or company that is completing work on behalf of the Town of Bentley.

Contractor Safety Agreement – The agreement that each Contractor must complete prior to completing work on behalf of the Town of Bentley.

Council – The elected Council of the Town of Bentley.

Director – A management employee accountable for their department who may or may not directly supervise other employees.

Employee – A person who is filling a position for the town. This includes full time, part time and temporary employees.

Safety Officer – The person designated by the town to coordinate the health and safety program.

RESPONSIBILITIES:

A. Council

- i) Approve policy.
- ii) Support Administration to ensure that the town has a Health and Safety Policy that makes every reasonable effort to eliminate workplace injuries and illnesses.

B. Chief Administrative Officer

- i) Approve Procedure.
- ii) Administer the policy and procedures.
- iii) Advise staff and departments on the correct application of the policy and procedures.

C. Directors/Supervisors

- i) Ensure that all employees within their department are familiar with the policy.
- ii) Administer the policy within their department.
- iii) Ensure that all contractors are aware of the Contractor Safety Agreement and that a signed copy of the agreement is attained for each Contractor hired.
- iv) Take all reasonable and practical measures to minimize the potential for workplace incidents, harassment, or violence.
- v) Recommend potential changes in policy and procedures.

D. Contractors

- i) Ensure they have read, understand, and will abide by all aspects of the Town of Bentley's Health and Safety Policy as outlined in the Contractor Safety Agreement and return a signed copy of the agreement along with applicable documentation.

E. Employees

- i) Understand their responsibilities to ensure the health and safety of themselves and others working in the vicinity of worksites.
- ii) Be active participants in training, orientations, investigations, incident reporting, reporting of unsafe conditions, and all other aspects of workplace health and safety.
- iii) Comply with the Occupational Health and Safety Act, Regulation and Code.

F. Safety Officer

- i) Oversee the Occupational Health and Safety program.
- ii) Develop policy and documentation to support the Health and Safety program.

Specific Procedures:

Hiring Contractors

1. Prior to commencing work, contractors will complete and submit a health and safety contractor pre-qualification agreement. This agreement will be made available on the Town of Bentley website and will be provided to contractors by the director responsible for the work being performed. This agreement will only be required once annually if a contractor is used for multiple jobs.
2. Completed pre-qualification agreements will be submitted by contractors to the director responsible for the hiring. The Director will then review the document to ensure all appropriate information is included, then forward it to the Health and Safety Officer.
3. Directors will monitor the safety performance of contractors doing work within the scope of their department. If at anytime, a director deems that a contractor is in breach of the pre-qualification agreement or the towns Health and Safety Policy, work will cease immediately until the deficiency has been rectified to the satisfaction of the municipality. Repeated incidents of failure to abide by the towns Safety Policy could result in the contractor losing the opportunity to bid on future projects.

New Hire Orientation

- All new hires within the Public Works Department are required to undergo a comprehensive orientation program within the first two weeks of employment.

The orientation will cover:

- An overview of the organizational structure and key personnel.
- Explanation of job duties, responsibilities, and expectations.
- A review of relevant policies and procedures.
- Required safety training, PPE, safety protocols and emergency procedures.
- Any additional information deemed necessary by the department.

Continued training will take place before new hires conduct specific tasks or operate any kind of machinery. This training is to be conducted by a supervisor and work should not be completed unless there is a high degree of confidence that the new hire has a solid understanding of the task/machinery and understands associated safety protocols.

Safety Meetings

- Safety meetings will be held on a quarterly basis for all Public Works employees. These meetings will be led by the Safety Officer and provide opportunities to address potential hazards, reinforce safety protocols, and foster a culture of safety awareness and accountability.
- Safety meetings will be structured to facilitate open communication and engagement from all employees. Meetings may include the following components:
 - Review of recent incidents, near misses, or safety concerns.
 - Discussion of specific hazards relevant to public works operations for the upcoming season and in general.
 - Training sessions on safety procedures, equipment usage, and emergency response protocols.
 - Updates on regulatory changes and compliance requirements.
 - Opportunity for employees to raise safety-related questions or concerns.

Personal Protective Equipment (PPE)

- All PPE used by Public Works staff must be CSA approved.
- Public Works staff are required to wear steel toed boots and reflective vests when working at the shop or in the community.
- Other PPE including safety glasses, hearing protection, respiratory protection, hard hats, and other items are required on a job specific basis. Standard Operating Procedures and job specific Hazard Assessments will be made available to assist employees in determining which PPE is required for specific tasks.

Formal Staff Training

- All staff are required to be trained in basic First Aid, CPR, and AED use.
- Public Works staff require formal safety training in categories related to on-the-job tasks. Specific training requirements will be determined by the Safety Officer in consultation with the department heads.
- The Safety Officer will track and ensure that all required training is completed and up to date.
- Training programs may be delivered through various methods, including in-person workshops, online courses, seminars, conferences, on-the-job training, and external training providers.

Risk Assessment and Management

- All employees and contractors are responsible for identifying hazards within their workplace and putting the proper controls in place to minimize the risks associated with the task.
- The Safety Officer will provide Hazard Assessments and/or Standard Operating Procedures for specific tasks that are performed on a regular basis. These documents will include potential hazards, mandatory safety controls, and best practices. These documents will be reviewed regularly before performing a task and at scheduled safety meetings.
- The Safety Officer will also provide blank Hazard Assessment forms to be filled out when employees undertake specific tasks outside of their regular day to day duties.

Incident Reporting and Investigation

- All employees are required to report incidents, near misses and hazardous situations to their supervisor and/or the Safety Officer.
- Incidents and near misses can include but are not limited to injuries, property damage, environmental spills, equipment malfunctions, and any other situations that present unsafe conditions for an employee or the public.
- All incidents and near misses are to be documented and kept on file by the Safety Officer. Submitted forms will then be reviewed by the Safety Officer, Department Supervisors and involved employees to determine the best course of action that will prevent or minimize the risk of future cases of the incident from occurring. These actions are to be documented along with the initial incident report.

Safety Inspections

- The town will conduct and document regular inspections of major town assets including but not limited to:
 - Vehicles/large machinery
 - Buildings
 - Water & Wastewater Assets
 - Parks and Recreation Assets
 - Fire Safety Devices
- The frequency and timing of inspections will be based on usage of the asset and degree of safety risk each asset presents. (eg. snowplows will not be inspected through summer months)

Workplace Harassment

How to proceed if you are being harassed:

1. If possible, communicate to the harasser that their behavior is unwelcome and ask them to stop.
2. Keep a record of incidents (dates, times, locations, witnesses, what happened and how you responded). You do not need to have a record of events to make a complaint, but a record can strengthen your case and help you remember details over time.
3. Make a complaint. If, after asking the harasser to stop their behaviour, the harassment continues, report the problem to one of the following individuals:
 - CAO
 - Public Works Foreman
 - Safety Officer

You also have the right to contact the Alberta Human Rights Commission to make a complaint of harassment that is based on any of the grounds protected from discrimination under the Alberta Human Rights Act.

Cases involving physical assault should be reported immediately to a superior if possible or directly to the police.

Once an internal complaint is received, it will be kept strictly confidential. Appropriate action will be undertaken immediately to deal with the allegations.

Regardless of the outcome of a harassment complaint made in good faith, the employee lodging the complaint as well as anyone providing information will be protected from any form of retaliation by either co-workers or superiors. This includes dismissal, demotion, unwanted transfer, denial of opportunities within the organization or harassment for having made a complaint or having provided evidence regarding the complaint.

Conclusion:

The Town of Bentley is committed to providing a safe and healthy work environment for all employees and contractors involved in public works activities. Through regular safety meetings and ongoing collaboration, we will continue to promote a culture of safety excellence and strive for continuous improvement in our safety performance.

Mayor

Administrator



Town of Bentley

HEALTH AND SAFETY CONTRACTOR PACKAGE

HEALTH & SAFETY ORIENTATION | CONTRACTOR SAFETY
AGREEMENT | CONTRACTOR PRE-QUALIFICATION



Contractor Health and Safety Qualifications

GENERAL INFORMATION			
Business Name			
Address			
	City	Province	Postal Code
Email Address			
Telephone		WCB Number	
Number of Employees in your organization			
CONTACT INFORMATION			
Primary Contact Name		Title	
Telephone		Email	
Health & Safety Contact Name		Title	
Telephone		Email	
SAFETY POLICY			
Does your company have a written Health and Safety Policy? If yes, please attach a copy.	<input type="checkbox"/> YES <input type="checkbox"/> No		
Is there a systematic process for identification and control of significant hazards and risks?	<input type="checkbox"/> YES <input type="checkbox"/> No		
INSURANCE INFORMATION			
General Liability Insurance (2 Million)? If yes, Policy #		<input type="checkbox"/> YES <input type="checkbox"/> No	
WCB INFORMATION			
Does your company have a WCB account in good standing for all jurisdictions in which your company performs work?	<input type="checkbox"/> YES <input type="checkbox"/> No		
Does your company have a WCB account in good standing? If yes, please attach a WCB clearance letter.	<input type="checkbox"/> YES <input type="checkbox"/> No		
REGULATORY COMPLIANCE			
Has your company received any OH&S stop work orders and/or fines within the last three years? (If yes, please provide details)	<input type="checkbox"/> YES <input type="checkbox"/> No		

Contractor Safety Agreement

The Town of Bentley is committed to ensuring a safe work environment for its employees, contractors, and the general public. For this to happen contractors must take responsibility for having safe work practices and commit to a culture that prioritizes safety.

An injury and accident-free workplace is our goal.

Contractor Responsibilities

- Comply with all applicable OH&S and other relevant safety legislation.
- Maintain valid WCB coverage and 2-million-dollar liability insurance.
- Take every reasonable precaution to protect the health and safety of themselves and their employees.
- Promote health and safety awareness.
- Have protocols in place for response to utility strikes, serious injuries, and other potential accidents.
- Cooperate with the town on all matters relating to health and safety.
- Advise the town of any safety matters that may impact the operations of the municipality.

Safety Rules and Regulations for Contractors

1. Every contractor will adhere to the Alberta Occupational Health and Safety Act, Regulation and Code as well as all Provincial and Federal legislation regarding the safe handling of hazardous materials
2. Cleanliness and order will be practiced in all work areas and at all times.
3. Fighting, wrestling or horseplay is NOT PERMITTED by anyone performing work for the Town.
4. Violent Acts, Harassment (of any form) and Bullying will NOT BE TOLERATED and will result in termination of contract.
5. Possession or use of intoxicating liquor or drugs while performing work for the Town, is STRICTLY PROHIBITED and will result in termination of contract.
6. All cautionary, safety and warning signs are posted for a reason and must be abided by.
7. Contractors are required to comply with the personal protective equipment requirements as determined by Alberta Occupational Health & Safety or as identified on a Material Safety Data Sheet for any controlled products being used.
8. Only qualified people will operate equipment they are competent to operate.
9. Immediately report damage of Town Property, Town tools and/or equipment to your Town Contact.
10. Report and record all unsafe conditions, incidents, injuries and near misses and submit a copy of the report/record to the Town.
11. In the event of an emergency evacuation no entry into the building/worksite is permitted until directed to do so by Emergency Personal.

Documentation Requirements for Contractors

1. Contractors conducting work that interferes with or impacts traffic flow substantially will be required to submit a Traffic Accommodation Strategy to their town contact.
2. Contractors conducting work that involves mechanical excavation or work that presents a risk of buried utility damage will be required to submit a utility strike protocol to their town contact.
3. Contractors undertaking work that will affect access to a private residence, generate excessive noise, or significantly impact property owners in any manner must give written notice to the affected property owners.

The town reserves the right to request additional documentation or waive documentation requirements.

By signing the Contractor Safety Agreement, you are verifying all the information provided is accurate and that you understand the contents of this Contractor Safety Agreement and agree with the requirements.

Applicant Name	
Signature	
Date	

TOWN USE ONLY			
Contractor Approved?			<input type="checkbox"/> YES <input type="checkbox"/> No
Reviewed By:		Date:	



Agenda Date: May 14, 2024

**Agenda Item: New Business:
Renewal of Contract for Arena Caretaker**

SUMMARY AND BACKGROUND

Sylvan Lake Summer Hockey Camp has been providing Arena Caretaker services since the 2015 – 2016 season. They have maintained the same rates of charges since that time with no increases to the contracted amount.

The Arena Caretaker provides the following services:

- **Responsible for all staff for the general operations of the arena, including hiring, training, development.**
 - Responsible for all payments including general payroll, holiday pay, sick time, statutory deductions (income tax, wcb, employment insurance, cpp etc) related to any and all arena staff.
 - Compliance to laws, standards and requirements including wcb, occupational health and safety and any other applicable provincial or federal standards or law regarding the safe operations of an Arena Facility and the associated staff employed by the consultant.
 - Ensuring that all personnel are informed of any and all potential dangers and that they are compliant with OHS regulations and legislation.
 - All staff adhering to the code of conduct and personnel policy for the Town of Bentley.
 - Adherence to Policy 51/2014 guidelines for Arena Operations and Rentals and any updates to the policy as they may occur from time to time.
 - Adherence to Town of Bentley Ice Rental Agreement, which outlines facility general rules and regulations for all individuals and groups using the Town of Bentley Arena.

- **Day to Day Operations and Maintenance of the Arena**
 - Ensure the facility operates properly and is well maintained.
 - Be available to open and close the facility as aligned with the approved and agreed upon scheduled bookings.
 - Perform required annual preventative maintenance as approved annually through the Town of Bentley Budget process and in consultation with the CAO.
 - Ensure maintenance standards are adhered to by staff, contractors and any damaged items are immediately reported to the Town of Bentley and are repaired in reasonable timelines based on budgetary approval.

- Installation, removal, and regular maintenance of the ice surface, through the operation of the ice plant (ensuring qualified and trained personnel are operating the plant). This includes undertaking and recording ice thickness tests.
 - Undertake regular inspections of the puck boards and plexiglass surrounding the ice surface to ensure safe and reliable operations.
 - Assist with health and safety initiatives as required such as inspections, pandemic protocol, policy development, operational standards etc. to ensure proper and safe operations of the facility in alignment with any and all safety standards and regulations.
 - Oversee the maintenance of the facility systems, including but not limited to HVAC, Ice Plant, Boilers, Overhead Heaters, Dehumidifiers, Heat Exchangers, Heat Recovery Units, including conducting and recording daily, weekly, and periodic inspections of all equipment and operating systems.
 - Operating Arena Equipment including the Zamboni and Scissor Lift etc.
 - Monitoring and maintaining equipment, tools, and supplies for the entire facility.
 - Winter snow removal must be undertaken on the sidewalk and entrances both fronting the arena and on the North Disabled access side of the Arena. Apply ice melt as required to ensure that entrances and sidewalks are safe during winter conditions.
 - Ensure documentation and records are kept of all daily and monthly maintenance and/or repairs of the interior of the Arena and Equipment.
- **Facility Cleaning**
 - Ensuring and overseeing daily, weekly, and monthly cleaning duties are conducted and recorded for the lobby, change rooms, referee room, washrooms, multipurpose rooms, bleachers and stands, spectator areas, hallways, and general facility.
 - Inspections will take place by the Town of Bentley as required but at a minimum will be done on a bi-monthly basis (once every two months unless otherwise required)
 - An additional amount of \$500 per month has been added to the contracted amount to ensure enhanced cleaning. It is expected that once a month there will be a deeper cleaning conducted of the facility. This can be sub-contracted to a cleaning company.
- **Communications**
 - Liaise with all stakeholder groups and customers as the onsite point of contact for the facility. Always use professionalism and ensure that any issues are dealt with. In the event that issues are more complicated, please refer those issues to the Town Staff for follow-up and resolution.
 - Advise the CAO of all pertinent and emergent issues with physical assets, personnel, or users of the facility.
 - Attending all necessary meetings as required with staff, contractors, the CAO, or the administrative clerk for the Town.
 - Provide written and verbal reports as directed by the CAO.
 - Ensure that users of the Facility are kept aware of any relevant policies, procedures, and code of conduct requirements for the facility.

- **Planning**

- Oversee the development and enforcement of routine preventative maintenance schedules for the facility by providing recommendations to the CAO for budgetary approval.
- Contribute to facility strategic planning and long-term capital investment by providing recommendations to the CAO in alignment with long term asset management.
- Assist with scheduling and allocation of ice time and programming. Provide information for the effective assessment of programming to advise on additional program development opportunities to meet changing community and stakeholder needs.

- **Budgeting**

- Make recommendations to the CAO or their delegate, for the operating and capital budgetary requirements based on actual facility needs.
- Ensure that the CAO or their delegate is informed of any pertinent out of budget requirements or unforeseen costs to ensure approval is given for out of budget expenditure.
- Provide boots on the ground oversight of maintenance and capital projects within approved budgetary limits and ensure ongoing communication of any issues to the CAO or their delegate.
- Assisting in the purchasing, maintenance and inventory control of supplies and equipment for the recreation facility.
- Adhering to Town procurement and practices as directed by the CAO.

Since 2020, when I took over as Chief Administrative Officer, I have heard minimal complaints regarding the Arena. There have been a few regarding cleaning at the facility and as such we have discussed this with the contractor, and we have added a small increase to the contract of \$500 per month to allow for enhanced cleaning. As you can see from the list of responsibilities above, there is much required from the Arena Caretaker.

The services that have been provided have also been discussed with Minor Hockey president and the feedback received was positive. Minor Hockey overall is happy with the service, professionalism, and dedication of Sylvan Lake Summer Hockey Camp. Through my discussions with Minor Hockey president there was no indication of any major concerns. I specifically asked Chad regarding the cleaning level of the facility and the response was, “**cleaning could always be better no matter how much is done, but it is an arena and meets the standard for an arena.**” Minor Hockey also indicated that if we are adding an enhanced cleaning once a month, that should alleviate any minor concerns that he has heard.

It is my recommendation as administrator of the facility that the contract with Sylvan Lake Summer Hockey Camp be renewed for another 5 years. This will ensure continued stability in the rates we are paying, which have not changed for more than 8 years. It is my view that we receive value for money based on the level of services and expertise that is being provided to the community. Not only do we receive the expertise of Mr. Parsons, but he manages all staff and is available any and all times based on bookings.

BUDGET AND FINANCIAL

- **Term:** 5 Years
- **Contract value per annum:** \$74,000 plus GST (GST fully rebated to Town)
- **Operating Season:** September to May plus summer bookings

- **Average Scheduled Hrs. (Season) 1300hrs to 1500hrs**
 - *Average hourly rate based on one person \$49.33 per hour to \$56.92 per hour based on booked time. (Note: this is only for booked time, additional time is spent outside of bookings for maintenance, ice time scheduling, town meetings, facility planning, ice making and removal and for facility improvements.)*
 - *In addition, on many instances there is more than one person at the rink from Sylvan Lake Summer Hockey Camp at a time, so the hourly rate is likely much less than what is listed above. The amount above has been provided for reference only.*

RATIONALE FOR RECOMMENDATION

- Rates for the Arena Caretaker have remained the same for more than 8 years.
- Minimal complaints have been received other than minor complaints regarding cleaning. This has been addressed with a small increase in budget to allow for enhanced monthly cleaning that can be subcontracted to assist the caretaker.
- Although tendering can lead to better rates in some cases, in an economy with continual increases to inflation and rising costs, when a contract has been held for 8 years at the same rate, tendering can result in paying more for the services that you receive.
- Sylvan Lake Summer Hockey Camp has several different staff members of varying expertise. They also have expertise in HVAC, Ice Plants, Heat Exchanges etc and assist with maintenance planning and scheduling.
- Continuing to hold the rate for the next 5 years provides stability and affordability to the Town and the budget for the Arena.

RECOMMENDATION

THAT Mayor and Council authorize the CAO to enter into a 5-year contract with Sylvan Lake Summer Hockey Camp Ltd. for \$74,000 per year plus GST.

ATTACHMENTS

None

Marc Fortais, CAO



Agenda Date: May 14, 2024

Agenda Item: Lot Sales Sunset Heights:

- 1.) 4813 56th Ave (Lot 5, Block 2, Plan 1521374)
 - 2.) 4811 56th Ave (Lot 6, Block 2, Plan 1521374)
-

ADMINISTRATIVE RECOMMENDATION

THAT Mayor and Council approve the sale of 4813 56th Ave (Lot 5, Block 2, Plan 1521374) located in the Town of Bentley within the Sunset Heights Subdivision, to Billex Enterprises Ltd. in the amount of \$49,900 (excluding any applicable GST), subject to the terms and conditions as outlined in **(Attachment #1)**; AND

THAT Mayor and Council approve the sale of 4811 56th Ave (Lot 6, Block 2, Plan 1521374) located in the Town of Bentley within the Sunset Heights Subdivision, to Billex Enterprises Ltd. in the amount of \$49,900 (excluding any applicable GST), subject to the terms and conditions as outlined in **(Attachment #2)**

SUMMARY & BACKGROUND

The Sunset Heights Subdivision (formerly know as New Beginnings) was established in 2014 through the creation of the Summersault Area Structure Plan (passed through Bylaw 178/2014 and approved August 19, 2014). In August of 2018, a foreclosure order was granted on the property and in 2018 the Town of Bentley acquired the land through the issuance of borrowing bylaw 207/2018. Servicing of the subdivision was initially completed throughout 2019 and 2020 based on the original configuration of the lots. In March of 2020 Mayor and Council approved Bylaw 216/2020 to create general architectural standards to ensure that future development within the subdivision would require to be constructed in a way that contributes to an attractive and aesthetically pleasing appearance along the public street. Beginning in 2021 administration revisited the subdivision and Mayor and Council supported a reconfiguration of the lots to Single Family Dwelling Lots as shown in **(Attachment #3)**. All subdivision services were consolidated to support the re-design and the work was completed in January of 2023. In April of 2023, the name of the subdivision was officially changed from New Beginnings to Sunset Heights based on a public survey that took place to determine a new name that aligned with a new future.

Since April of 2023, the Town of Bentley has been actively marketing the properties through our realtor Dale Russell of REMAX, social media and through an advertising campaign with Black Press Media. As a result of this advertising campaign, we continue to receive inquiries regarding the properties, we have previously sold one lot and we have now received an offer from Billex Enterprises Ltd. for the purchase of two more lots.

The developer is proposing to construct new homes on both lots and to meet all required architectural standards as created through Bylaw 216/2020. Once council has approved the sales agreement, we will wait for Billex Enterprises to submit a development permit with their proposed plans for construction and will consider this separately and based on the requirements of the Land Use Bylaw.

Administration has fully executed a Sale Agreement with Billex Enterprises Ltd. conditional on Council Approval and in accordance with the Chief Administrative Officer Bylaw. Therefore, Council approval is required to finalize the disposal of a fee simple interest in land at market value.

BUDGET AND FINANCIAL INFORMATION

4813 56th Ave (Lot 5, Block 2, Plan 1521374) – 1st lot purchased.

- The sales price confirmed for the sale of 4813 56th Ave (Lot 5, Block 2, Plan 1521374) is \$49,900 (excluding any applicable GST)
- An additional incentive has been negotiated by the purchaser, for the Town of Bentley to rebate the buyer 20% of the sales price net of GST or \$9,980.00 upon full completion of the foundation (walls poured).

4811 56th Ave (Lot 6, Block 2, Plan 1521374) – 2nd lot purchased.

- The sales price confirmed for the sale of 4811 56th Ave (Lot 6, Block 2, Plan 1521374) is \$49,900 (excluding any applicable GST)
- An additional incentive has been negotiated by the purchaser, for the Town of Bentley to rebate the buyer 10% of the sales price net of GST or \$4,990.00 upon full completion of the foundation (walls poured).

RATIONAL FOR RECOMMENDATION

- Administration and Mayor and Council have worked hard to modify the subdivision to appeal to the market, based on public feedback and the market interest that has been shown for single family dwellings.
- Significant stakeholder engagement and public council meetings have taken place since 2021 to get to this point and we continue to have interest in beginning development within the subdivision.
- Billex Enterprises Lt is a reputable local builder with many examples of completed projects in Sylvan Lake and Area.
- 20% rebate on 1st lot purchased and only a 10% rebate on the 2nd lot purchased has been offered to incentivize quick construction within the Sunset Heights Subdivision. The intention is to offer an incentive for early builders to get houses up and built to help market the subdivision. There is no guarantee to any future purchaser that such a rebate will be offered based on continued increase in demand for lots.

ATTACHMENTS:

- 1) Summary – Land Sale Terms and Conditions (4813 56th Ave – Lot 5, Block 2, Plan 1521374)
- 2) Summary – Land Sale Terms and Conditions (4811 56th Ave – Lot 6, Block 2, Plan 1521374)
- 3) Subdivision Map – Showing Lot to be sold.

Marc Fortais, CAO



Legal Address:	Lot 5, Block 2, Plan 1521374
Civic Address:	4813 56 th Ave, Bentley Alberta

Excepting thereout all mines and minerals

Purchaser Billex Enterprises Ltd.

Sale Price The Sale price is \$49,900 excluding any applicable GST. Also does not include any development costs or permits.

Environmental Considerations The subject property is sold on an “as is – where is” basis.

Fees and Disbursements The purchaser shall be responsible for all legal and registration fees associated with the transaction.

Vendor Conditions Subject to approval of this agreement by Town of Bentley Council before 5:00pm on May 17, 2024

The Seller will rebate the Buyer 20% of the sales price (net of GST) = \$9,980.00 upon full completion of the foundation (**walls of the basement have been erected and are permanently in place**). This condition is based on completion of the foundation within 12 months of closing date.

Purchaser Conditions Subject to buyers’ satisfaction with a revised grading certificate before 5:00pm on June 27, 2024.

Subject to approval of buyers building plans before 5:00pm on June 27, 2024.

Completion Day Contract completed, the purchase price fully paid and vacant possession given to the buyer at 12 noon on July 16, 2024.



Legal Address:	Lot 6, Block 2, Plan 1521374
Civic Address:	4811 56 th Ave, Bentley Alberta

Excepting thereout all mines and minerals

Purchaser Billex Enterprises Ltd.

Sale Price The Sale price is \$49,900 excluding any applicable GST. Also does not include any development costs or permits.

Environmental Considerations The subject property is sold on an “as is – where is” basis.

Fees and Disbursements The purchaser shall be responsible for all legal and registration fees associated with the transaction.

Vendor Conditions Subject to approval of this agreement by Town of Bentley Council before 5:00pm on May 17, 2024

The Seller will rebate the Buyer 10% of the sales price (net of GST) = \$4,990.00 upon full completion of the foundation (**walls of the basement have been erected and are permanently in place**). This condition is based on completion of the foundation within 12 months of closing date.

Purchaser Conditions Subject to buyers’ satisfaction with a revised grading certificate before 5:00pm on June 27, 2024.

Subject to approval of buyers building plans before 5:00pm on June 27, 2024.

Completion Day Contract completed, the purchase price fully paid and vacant possession given to the buyer at 12 noon on August 22, 2024.



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING APRIL 25, 2024

PUBLIC HEARING FOR BYLAW NO. 1408/24 RESERVE LAND DESIGNATION

A public hearing was held for Bylaw No. 1408/24 pertaining to proposed amendments to update lands designated as Reserve under previous iterations of the Municipal Government Act (MGA) to the appropriate designation under the current MGA and designated lands which are managed as Municipal Reserve, Environmental Reserve, and Public Utility Lot to the appropriate designation. Bylaw 1408/24 will provide clarity to the management of County lands by removing ambiguity to the land's intended use, and bring additional legislative support to Policy RC(8) and Bylaw 1398/23.

Bylaw No. 1408/24 received second and third readings and was passed.

2023 OPERATING SURPLUS AND RESERVE ALLOCATION

The County realized a net cash operating budget surplus of \$5,129,545. By resolution of Council, the operating budget surplus was allocated, in parts, to the New Payment Reserve, Fire Services Reserve, Water/Wastewater Reserve, Gravel Reserve, Operational Reserve, and Unrestricted Surplus.

COUNCIL ROAD TOUR

Council will conduct a road tour of the County on June 5 and 19, 2024 with tour stops to be determined prior to the tour.

LACOMBE COUNTY FUEL TENDER

The County Manager was directed to award the 2024 Fuel Tender to Central Alberta Co-op.

POLICY RC(1) FUNDING APPLICATION – BENTLEY COMMUNITY HALL STAIR REPLACEMENT

Council defeated a resolution to fund 61%, to a maximum of \$58,730, of the cost of the Bentley Community Hall Front Entrance Stair Replacement.

2022 FINANCIAL STATEMENTS

Representatives of BDO LLP presented the draft 2023 audited financial statements, the final report to Council, management letter, and letter of representation. By resolution of Council, a closed meeting was held to discuss matters pertaining to the financial statements; and further, the audited financial statements were approved, as amended, to include the 2023 surplus allocation to reserves.

SYLVAN LAKE WATER AND WASTEWATER COMMISSION PHASE 5A PROJECT

Lacombe County will request that the matter of the Sylvan Lake Regional Water and Wastewater Commission Phase 5A project be included on the May 6, 2024 Sylvan Lake Intermunicipal Development Plan committee meeting agenda.

Next Regular Council Meeting is
May 9, 2024 – 9:00 a.m.

Next Committee of the Whole Meeting is
June 4, 2024 – 9:00 a.m.

Lacombe County Administration Building

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

Marc Fortais TOB

From: Tyler Gandam <president@abmunis.ca>
Sent: May 9, 2024 3:39 PM
To: Marc Fortais TOB
Subject: Key messages and motion on Bill 20's changes to the MGA and LAEA
Attachments: 20240509 ABmunis member key messages and motion on Bill 20 - Municipal Affairs Statutes Amendment Act.pdf; 20240508 ABmunis webinar - Bill 20 - Municipal Affairs Statutes Amendment Act.pdf

Dear Mayors, Councillors, and CAOs:

Thank you to those of you who attended our webinar yesterday, where we provided an overview of ABmunis' concerns with Bill 20, the Municipal Affairs Statutes Amendment Act. Bill 20 proposes substantial and highly concerning changes to the *Local Authorities Election Act* (LAEA) and *Municipal Government Act* (MGA) that would change local democracy as we know it.

The webinar generated significant interest with over 370 municipal representatives participating. During the webinar, we conducted a poll where 76 per cent of those representing ABmunis member municipalities voted that ABmunis should advocate for Bill 20 to be rescinded. Based on that input, ABmunis responded by releasing this [news release](#) yesterday.

To help strengthen our call for Bill 20 to be rescinded, we ask you to:

- Talk to your MLA
- Write a letter to Premier Smith, Minister McIver, and/or your MLA
- Pass a motion in council (see attachment for an optional template)
- Contact your local media
- Talk with your residents about Bill 20

To help you speak to your concerns with Bill 20, we provide the following materials:

1. ABmunis' May 8 webinar presentation on Bill 20 (attached)
2. Key messages and proposed council motion on Bill 20 (attached)
3. [ABmunis' Preliminary Analysis of Bill 20](#)
4. Visit our [Keep Local Elections Local](#) webpage for videos of media conferences and resources
5. [Bill 20: Municipal Affairs Statutes Amendment Act](#)

Our preference would have been to avoid these actions if the Government of Alberta had meaningfully engaged and listened to municipal leaders about how to improve the LAEA and MGA. At this time, Bill 20 is at second reading and the provincial government could move to approve it in short order during this spring legislative session, which ends May 30th. Therefore, we encourage you to take action now to make sure your residents and our provincial leaders fully understand your views on Bill 20.

If you have any questions about ABmunis' advocacy on Bill 20, please reach out to me, your [ABmunis Board member](#), or our Policy and Advocacy staff at advocacy@abmunis.ca.

Thank you,
Tyler Gandam
Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-
6644 | www.abmunis.ca



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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

Key Messages and Proposed Council Motion on Bill 20: Municipal Affairs Statutes Amendment Act

May 9, 2024

Key Messages for ABmunis' members:

The **NAME OF MUNICIPALITY** recommends that the Government of Alberta rescind Bill 20, the *Municipal Affairs Statutes Amendment Act*, due to concern that Bill 20's proposed legislative amendments will:

- Increase divisiveness within council and our community instead of encouraging collaborative decision-making to solve the future challenges our community faces.
- Prioritize the interests of the provincial cabinet over the interests of the residents of **MUNICIPALITY**.
- Increase the influence of corporations and unions in municipal government through political donations to local candidates, which will drown out the interests of everyday Albertans who cannot afford to donate large sums of money to political campaigns.
- Create tax inequities between individuals and corporations as it relates to donations to municipal candidates.
- Give power to the provincial cabinet to remove a councillor without clear criteria, which creates an environment where councillors will become more accountable to provincial government leaders instead of our local residents.
- Increase costs for property taxpayers by forcing a hand count of election results instead of allowing the use of proven and more cost-effective electronic equipment.
- Increase costs for property taxpayers by forcing our municipality to create and regularly maintain a permanent electors register.
- Allow councillors to claim that they have a perceived conflict of interest and avoid making politically challenging decisions in council.
- Remove our council's ability to determine what studies are needed for each type of development. Without the power to ask developers for that information, our municipality will be forced to fund those studies ourselves and pass the cost onto all existing residents instead of new development paying for itself.
- Fail to address the fundamental flaws of the current recall rules, which has destabilized the local political environment.
- Fail to give municipalities the option to require candidates to file financial disclosures prior to election day.
- Lead to unforeseen consequences because of the short window, without full input from municipal governments, in which Bill 20 was developed.

Messages that are more specific to smaller and more rural municipalities:

- Forces the **NAME OF MUNICIPALITY** to conduct online public hearings on planning and development which is not possible due to a lack of high-speed internet in our municipality.
- Increases costs for property taxpayers by forcing our municipality to purchase audio and video equipment that will enable residents to participate in public hearings through an online format.

Proposed Council Motion

Municipalities may consider passing a motion in council to communicate your council's view of Bill 20. The following is a template that municipalities may use or consider developing your own motion based on your council's views.

*That the **NAME OF MUNICIPALITY** send a letter to the Premier that recommends that the Government of Alberta rescind Bill 20, the Municipal Affairs Statutes Amendment Act, due to the extensive concerns raised by municipal leaders across Alberta, including **MUNICIPALITY** council, and that the Government of Alberta engage municipal governments through a collaborative and trust-based consultation process to update the Local Authorities Election Act and Municipal Government Act to assist municipal governments to effectively govern in the interests of their residents and deliver on the future needs of each community in Alberta.*

Background

- In fall 2023, the Government of Alberta conducted an online survey on a wide scope of issues related to the *Local Authorities Election Act* and *Municipal Government Act*.
- On April 25, 2024, the Government of Alberta introduced Bill 20, the Municipal Affairs Statutes Amendment Act.
 - [Bill 20](#)
 - [Government of Alberta's Summary Sheet on Bill 20](#) – April 25, 2024
- On April 29, 2024, ABmunis hosted a [media conference](#) to respond to proposals in Bill 20.
- On May 2, 2024, Minister McIver [announced](#) that the province will introduce amendments to clarify aspects of Bill 20 based on concerns raised.
- On May 3, 2024, ABmunis published a [preliminary analysis report](#) on Bill 20.
- On May 8, 2024, ABmunis hosted webinar for municipalities and sought member input on ABmunis' position on Bill 20. Based on a webinar poll with 221 responses, 76 per cent of members want Bill 20 to be rescinded and 8 per cent don't have an opinion yet.
- As of May 9, 2024, Bill 20 is at second reading.
- The spring legislative session is scheduled to end May 30, 2024.

ABmunis' Resources and News Releases on Bill 20

- Visit ABmunis' [Keep Local Elections Local](#) webpage to access our analysis, videos, and resources.
- [April 25, 2024](#) news release
- [April 29, 2024](#) news release
- [May 8, 2024](#) news release

Bill 20: Municipal Affairs Statutes Amendment Act

Townhall with municipalities

May 8, 2024



Land acknowledgement

Alberta Municipalities respectfully acknowledges that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

We acknowledge the courageous and resilient community leadership of Indigenous leaders, of all ages, Knowledge Keepers, and Elders who are still with us today and those who have gone before us. We make this acknowledgement as an act of reconciliation, gratitude, and commitment to pursuing an inclusive, collaborative, and respectful path towards building strong communities.



Purpose of this webinar

1. Overview of ABmunis' recent advocacy
2. Inform you of key changes that are proposed to the:
 - Local Authorities Election Act (LAEA), and
 - Municipal Government Act (MGA)
3. How you can help in advocacy
4. Questions

Participation in today's webinar

1. Set your screen name to first name, last name, municipality.
2. Ask questions by posting them to the Q&A box.
3. Share your ideas and concerns in the chat box. Our staff is monitoring to capture your thoughts.
4. Only regular members of ABmunis should answer the poll questions.

Note

All references to “councillors” includes any member of council including mayors, reeves, and councillors.



Timeline

2020	Former Minister of Municipal Affairs (Madu) proposes the idea of political parties.
Summer 2023	ABmunis continues to hear potential interest in municipal political parties.
Aug 2023	Poll by Janet Brown Opinion Research indicates that 68% of Albertans are opposed to local political parties (9% not sure).
Sep 2023	At ABmunis' Convention, Premier Smith states that local political parties would increase voter turnout in municipal elections and that her government was exploring options to add political parties to local election ballots.
Nov 2023	Government of Alberta conducts public survey on possible changes to the MGA and LAEA.
Jan 2024	Results of the province's survey are FOIPed and the survey results show that 70% of respondents do not support the introduction of local political parties.
Mar 2024	At ABmunis' Spring Municipal Leaders' Caucus, Premier Smith and Minister McIver confirm that legislation will be introduced in spring 2024 that would set out rules for how municipal political parties can operate.
Apr 25, 2024	Bill 20: Municipal Affairs Statutes Amendment Act is introduced in the legislature.
May 2, 2024	News release from Minister McIver announces that the government will amend Bill 20 based on concerns raised.

Status of Bill 20

- Introduced on April 25, 2024
- Currently at second reading
- Expected to complete the legislative process – including any amendments – by May 30



Summary of Proposed Changes under Bill 20

Municipal Government Act

- If “in the public interest”, provincial cabinet may remove a councillor or order the CAO to conduct a referendum where residents can vote on whether the councillor should be removed.
- Provincial cabinet is enabled to require a municipality to amend or repeal any bylaw.
- Allow councillors to recuse themselves for real or perceived conflicts of interest.
- Give cabinet authority to direct a municipality to take specific action to protect public health and/or safety.
- Responsibility for validating signatures for a recall petition will change from the CAO to the Minister of Municipal Affairs.
- Mandate that all councillors attend orientation training.
- A councillor’s seat is automatically vacant upon disqualification.
- Enable regulations regarding criteria and exemptions for joint use planning agreements with schools.
- Require municipalities to offer digital requirements for public hearings on planning and development.
- Restrict municipalities from holding extra hearings when not required.
- Fully exempt non-profit subsidized affordable housing from property taxes.
- Enable multi-year residential property tax incentives.
- Limit municipalities from requiring non-statutory studies as a requirement for building and development permits.

Local Authorities Election Act

- Enable regulations to define local political parties, with this piloted in Calgary and Edmonton in the 2025 election.
- Corporations and unions will be allowed to contribute to local election campaigns (\$5,000 per year per municipality).
- Reduce donations to third-party advertisers from \$30,000 to \$5,000 per election period.
- Allow donations outside the local election year and require annual reporting of donations.
- Require issue-based advertisers to register and report finances.
- Require municipalities to prepare a permanent electors register and align that information with Elections Alberta.
- Expand the use of special ballots and update processes.
- Limit vouching to only apply to someone’s address.
- Prohibit automated vote counting equipment.
- Require recounts if requested by the candidate and the vote margin is in 0.5% of total votes.
- Enable regulation to define powers and circumstances for when a local election can be postponed in emergencies.
- Enable municipalities to require candidates to submit a criminal record check at nomination.
- Repeal the ability for a candidate’s official agent or scrutineer to object to an elector.
- Clarify rules and streamline processes for scrutineers.

Major Concerns with Bill 20

- Brings big money and tax inequities into local elections.
- Increases partisanship instead of fostering respect.
- Increases accountability to political parties instead of residents.
- Increases councillor accountability to provincial cabinet instead of accountability to local residents.



Proposed changes to LAEA

Brings big money and tax inequities into local elections

- Corporations and unions can now contribute to local election campaigns (\$5,000 per year per municipality)
- Maintains the contribution limit for individuals at \$5,000, which creates an environment where the interests of more wealthy Albertans may take priority
- The province hasn't considered the tax consequences of donations to candidates.
 - Corporations can benefit from writing off a contribution, but individuals receive no tax benefit.
 - Candidates with their own corporation may gain a notable tax advantage if self-funding their campaign.



Proposed Changes to LAEA

Increases partisanship, instead of fostering respect and increases accountability to parties, not residents

- Political parties will be piloted in Calgary and Edmonton in the 2025 election
- Potential to expand political parties to all municipalities in the 2029 election
- The politics in Calgary and Edmonton generate significant media attention, which will influence the public view of politics in most municipalities





Proposed Changes to LAEA

Increases costs and other impacts for municipalities

Oppose

- Prohibit automated vote counting equipment

Oppose as written

- Require municipalities to prepare a permanent electors register and align that information with Elections Alberta
- Limit vouching to only apply to someone's address

More review needed

- Allow donations outside the local election year and require annual reporting of donations
- Repeal the ability for a candidate's official agent or scrutineer to object to an elector
- Clarifying rules and streamlining processes for scrutineers

Proposed Changes to LAEA

ABmunis supports with qualifications



- Enables the Minister to create a regulation to define powers and circumstances for when a local election can be postponed in emergencies such as natural disasters
- Enable municipalities to require candidates to submit a criminal record check at nomination
- Require issue-based advertisers to register and report finances
- Reduce donations to third-party advertisers from \$30,000 to \$5,000 per election period
- Expand the use of special ballots and update processes
- Require recounts if requested by the candidate and the vote margin is in 0.5% of total votes

Proposed changes to MGA

Increases accountability to provincial cabinet instead of accountability to local residents

- If viewed to be “in the public interest”, provincial cabinet may remove a councillor or order the CAO to conduct a referendum where residents can determine whether the councillor should be removed
- Provincial cabinet is enabled to require a municipality to amend or repeal any bylaw
- Give cabinet authority to direct a municipality to take specific action to protect public health and/or safety



Proposed changes to MGA

Recusal from decisions and changes for planning and development

- Allow councillors to recuse themselves for real or perceived conflicts of interest
- Require municipalities to offer digital requirements for public hearings on planning and development.
- Restrict municipalities from holding extra hearings when not required.
- Limit municipalities from requiring non-statutory studies as a requirement for building and development permits.

More review needed

- Fully exempt non-profit subsidized affordable housing from property taxes.



Proposed Changes to MGA

ABmunis supports with qualifications

- Responsibility for validating signatures for a recall petition will change from the CAO to the Minister of Municipal Affairs
- Mandates that all councillors attend orientation training after their election
- Councillor's seat is automatically vacant upon disqualification
- Minister may create regulations regarding criteria and exemptions for joint use planning agreements with schools
- Enable multi-year residential property tax incentives.



How you can help

1. Talk to your MLA
2. Write a letter
3. Pass a council motion
4. Help your local media craft a story
5. Talk with residents
6. Be united in our messaging

ABmunis Key Messages

- Keep big money out of local elections
- Foster respect instead of partisanship party politics
- Respect the decisions of duly elected local officials



Question: Scope of Mandatory Councillor Training

Before or at the organizational meeting:

- a. Role of municipalities in Alberta
- b. Municipal organization and function
- c. Your municipality's code of conduct
- d. Roles and responsibilities of council and councillors
- e. Roles and responsibilities of the CAO and staff

Prior to, or on the same day, as the first regular council meeting or can be extended by up to 90 days by council resolution

- f. Key municipal plans, policies and projects
- g. Budgeting and financial administration
- h. Public participation

Want to see changes?
Type your suggestion
in the chat box.

Poll Question

Engagement with your MLA

Have you talked/written to your MLA about your concerns with Bill 20?

- a) Yes
- b) No
- c) No, but I plan to

Voting is limited to cities, towns, villages, summer villages, and specialized municipalities

Poll Question

Engagement with Media and Residents

Have you communicated to your local media and/or residents about your concerns with Bill 20?

- a) Yes
- b) No
- c) No, but I plan to

Voting is limited to cities, towns, villages, summer villages, and specialized municipalities

Media Exposure

Since Bill 20 was introduced (April 25), ABmunis has advocated publicly & achieved extensive news coverage:

- Issued multiple news releases and official statements
- Livestreamed media events
- 1,250 news article mentions across Alberta & Canada
- 1.2 million readers of print news

Social media posts across X (Twitter), Facebook, & LinkedIn:

- 105,000 impressions
- 16,000 video views

Digital advertising:

- 5 different ads on YouTube
- 500,000 impressions to date



Poll Question

ABmunis' Public Approach to Bills 18 and 20

What is your view of ABmunis approach on municipal political parties and Bill 18 and Bill 20 over the last six months?

- a) Too weak in your criticism of the provincial government's latest bills
- b) Just right
- c) Too strong in your criticism of the provincial government's latest bills

Voting is limited to cities, towns, villages, summer villages, and specialized municipalities

Poll Question

ABmunis position on Bill 20

Do you support ABmunis taking the position that Bill 20 be rescinded rather than amended?

- Yes
- No
- I don't know

Voting is limited to cities, towns, villages, summer villages, and specialized municipalities



CELEBRATION HILL and GAZEBO

BIRD'S EYE VIEW

The Gazebo is located on the top of Celebration Hill - a perfect outdoor space to view the entire Midvale, Canyon and Trestle Mountains. Surrounding the Gazebo are over 1,200 perennial, biennial and annual plants, shrubs, trees and grasses. Designed to be viewed from all angles, plants ranging in color, texture and bloom times create a beautiful scene.

Emphasis is placed on plants that provide winter interest and food for local bird species. Ornamental grasses add texture and movement throughout the year.



Please stay on the path and be aware of your surroundings. Use the binoculars at the gazebo to view the birds in the area. For more information, please contact Canyon Springs at 360-333-3333 or visit our website at www.oldscollege.ca/landscapegardens

Questions

Next Steps

1. Talk to your MLA
2. Write a letter
3. Pass a council motion
4. Help your local media craft a story
5. Talk with residents
6. Share our webpage – **Keep Local Elections Local**
www.abmunis.ca/advocacy-resources/keep-local-elections-local

Thank you

Send questions or input to
advocacy@abmunis.ca

300, 8616 51 Avenue NW
Edmonton, AB T6E 6E6

abmunis.ca

hello@abmunis.ca

310-MUNI



**Alberta
Municipalities**
Strength
In Members



Greg Rathjen

Council Report April 2024

- April 9 Regular Council Meeting
 - We addressed a request to share in as a participating community in the establishing of a local area Medical Care Society working with the in the Ambulatory health Center in Sylvan.

- April 18 Pamz Board in Red Deer

- April 18, Public Meeting – Annexation
 - We had another public meeting set up by our Town and County Committee for the potential Annexation of Land for Commercial and Industrial Development (Bentley Southeast ASP)

- April 19 Was the Grand Opening of THE MARKET IN BENTLEY
 - There were hundreds coming to welcome and make purchases. We were reminded by Brad the owner, this became possible, through our CAO Marc and his continued encouragement to see the Bromley's purchase and relocate their many years of Grocery Service to Bentley

- April 23 Was our regular council meeting.

- April 25, I attended a breakfast with about fifteen area Mayors and Reeves
 - Addressed by our Premier to about five hundred plus.
 - A number of the Caucus were there and the opportunity to connect with many MLAs
 - Personally, regarding Bentley's place, potential, needs and concerns.
 - We have begun our process of the next Strategic Plan for Bentley with a great online and paper response to the community Survey.

- April 26, I attended a Public Planning Presentation for the Highway 20 twinning. In Sylvan Lake Nexsource Centre
- We had the approval of the County for our Ice plant purchase.
 - I have been in contact with our MLA animal Jason Nixon and staff on numerous occasions in presenting our need for arena slab. We received response that it cannot be received by the municipality that is running an arena, so we must look at this.



Pam Hansen

REPORT FOR April 2024

- April 5 regular council meeting as per meeting minutes
- April 19 regular council meeting as per meeting minutes



Dale Grimsdale

REPORT FOR April 2024

- April 9th Regular Council Meeting
- April 23 Regular council meeting
- April 23 CAO review meeting
- April 24 LRWA Board Meeting.
 - Includes year to date report for budgets.
 - Waste haul summary.
 - Waste haul fees discussed all seasoned lots and subdivisions in Lacombe County.
 - Motion approved by the board for the fees. Jay presented his managers report.



Brenda Valiquette

REPORT FOR April 2024

- April 9, 2024 Regular Council Meeting
- April 23, 2024 Regular Council Meeting



Lenore Eastman

REPORT April 2024

- April 9 - Regular council meeting
- April 18 - Annexation Public meeting
- April 19 - Grand Opening of " The Market in Bentley "
- April 23 - Regular council meeting
- April 27 - Grand Opening of Royal Feeds and Farm Supply store.