



AGENDA
Bentley Town Council
Tuesday May 28, 2024
6:30pm Regular Meeting of Council

1. Call To Order

2. Indigenous Acknowledgement

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

3. Amendments & Acceptance of Agenda

4. Adoption of Previous Minutes:

- a) Regular Meeting of Council May 14, 2024**

5. Financial:

- a) Prepaid Cheque Listing – Cheques No. 20240333 to 20240394**

6. New Business

- a) Town of Bentley 1st Quarter Financial Report**
- b) Bylaw #247/2024 Tax Rate Bylaw for the 2024 Tax Year**
- c) Bylaw #248/2024 Supplementary Assessment of Manufactured Homes for the 2024 calendar year**

7. Correspondence

- a) Lacombe County Council Highlights May 9, 2024**

8. Other Business

9. Adjournment



**Minutes of the Regular of the Council of the Town of Bentley
May 14, 2024**

In-Camera meeting at 6:00pm in advance of regular council meeting

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, May 14, 2024, at 6:30 p.m., in the Bentley Municipal Office and In-Camera meeting held at 6:00 pm, in advance of the regular meeting.

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

In-Camera Meeting Pursuant to section 194 of the Municipal Government Act, RSA, 2000 c.M-26, a special In-Camera Council Meeting conducted in-person took place and began at 6:00pm in advance of the Regular Council Meeting on May 14, 2024. In the Council Chambers (Seniors Drop-In) at the Town Office. The purpose of the in-camera meeting was to discuss the current realtor contract for the sale of the lots within the Sunset Heights Subdivision.

Motion 100/2024 Moved by Councillor Grimsdale, "THAT the special in-camera meeting of Mayor and Council to discuss the current realtor contract for the Sunset Heights Subdivision, be closed to the public at 6:00pm, pursuant to section 24(1) of the Freedom of Information and the Protection of Privacy Act."

Carried

Motion 101/2024 Moved by Councillor Grimsdale, "THAT the special in-cameral meeting of Mayor and Council be concluded, and that Mayor and Council reconvene in public at 6:30pm."

Carried

Call to Order Mayor Rathjen called the regular council meeting to order at 6:31pm

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 102/2024 Moved by Councillor Valiquette, "THAT the agenda of the May 14, 2024, regular meeting be accepted."

Carried

Previous Minutes

Motion 103/2024 Moved by Councillor Grimsdale "THAT the minutes of the May 14, 2024, Regular Meeting of Council be accepted."

Carried

Financial

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

Motion 104/2024 Moved by Deputy Mayor Hansen, "THAT Cheques No. 20240292 to 20240332 be received for information."

Carried

New Business

a) Public Works 1st Quarter Report

Motion 105/2024 Moved by Councillor Eastman, "THAT Mayor and Council accept the Public Works 1st quarter report as information."

Carried

Parks Recreation and Safety 1st Quarter Report

Motion 106/2024 Moved by Councillor Eastman, "THAT Mayor and Council accept the Parks Recreation and Safety Report for the 1st quarter as information."

Carried

Break

Motion 107/2024 Moved by Councillor Eastman that Mayor and Council take a short recess at 7:25pm for 5 minutes."

Carried

Call to Order

Mayor Rathjen called the meeting to order and resume at 7:31pm

b) Arena Caretaker Contract Renewal

Motion 108/2024 Moved by Councillor Valiquette, "THAT Mayor and Council authorize the CAO to renew and enter a 5-year contract with Sylvan Lake Summer Hockey Camp Ltd. For \$74,000 per year plus GST."

Carried

c) Sunset Heights Lot Sales

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

Motion 109/2024 Moved by Deputy Mayor Grimsdale, “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** listed below this motion; 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** listed below this motion.”

Carried

Terms and Conditions Lot 5 (4813 56th Ave)
Lot 5, Block 2, Plan 1521374 (4813 56th Ave)

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.

Terms and Conditions Lot 5 (4811 56th Ave)

Lot 6, Block 2, Plan 1521374 (4811 56th Ave)

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.

Correspondence

a) Lacombe County Council Highlights April 25, 2024

Motion 110/2024 Moved by Councillor Valiquette, "THAT correspondence item a be accepted as information."

Carried

b) Key Messages and Motion on Bill 20's Changes to the MGA and LAEA

Motion 111/2024 Moved by Deputy Mayor Grimsdale, "THAT CAO Marc Fortais be directed to draft a letter from Mayor and Council to support Alberta Municipalities concerns regarding Bill 20."

Carried

Other Business

None

Council Reports

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

Motion 112/2024 Moved by Councillor Eastman, "THAT the April Council Reports be accepted as information."

Carried

Adjournment

Mayor Rathjen adjourned the May 14, 2024, Regular Council Meeting at 8:05pm

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					
20240333	2024-05-15	RATHJEN, ARTHUR M				
20240334	2024-05-15	VALIQUETTE, BRENDA C				
20240335	2024-05-15	HANSEN, PAMELA				
20240336	2024-05-15	GRIMSDALE, DALE A				
20240337	2024-05-15	EASTMAN, LENORE M				
20240356	2024-05-15	CARSON, BARBARA J				
20240357	2024-05-15	JENSEN, DARREN J				
20240358	2024-05-15	MEREDITH, SANDRA L				
20240359	2024-05-15	GIBSON, COLE C				
20240360	2024-05-15	DENNEHY, NATHAN				
20240361	2024-05-15	GREAVES, LORYANNE				
20240362	2024-05-15	FORTAIS, MARC C				
20240363	2024-05-15	KIKSTRA, ROBERT B				
20240364	2024-05-15	LOOV, CHRISTOPHER D				
20240365	2024-05-15	1704567 ALBERTA LTD.	890	PAYMENT CURLING RINK & ARENA BAIT TF	132.30	132.30
20240366	2024-05-15	327241 ALBERTA LTD.	1297	PAYMENT ANIMAL CONTROL SERVICES FC	1,795.50	1,795.50
20240367	2024-05-15	ACCESS GAS SERVICES	202404-AB1878	PAYMENT NATURAL GAS BILL FOR APRIL	2,579.25	2,579.25
20240368	2024-05-15	ADT SECURITY SERVICES CANADA INC.	33978677	PAYMENT PUMPHOUSE SECURITY	31.50	31.50
20240369	2024-05-15	ALBERTA PARKING LOT SERVICES INC.	26102	PAYMENT ROADWAY SWEEPING	6,300.00	6,300.00
20240370	2024-05-15	BENTLEY MUNICIPAL LIBRARY	14052024	PAYMENT DONATIONS MADE IN MEMORY /	130.00	130.00
20240371	2024-05-15	BLACK PRESS GROUP LTD.	BPI138255	PAYMENT ANNEXATION & ASSESSMENT N	984.80	984.80
20240372	2024-05-15	BRANDT TRACTOR LTD.	05 4535948	PAYMENT SPRING MAINTENANCE GRADEF	83.01	83.01
20240373	2024-05-15	EMPRINGHAM DISPOSAL CORP.	63152	PAYMENT RECYCLING FOR APRIL	2,293.73	2,293.73
20240374	2024-05-15	G.L.D.C. GAS CO-OP LTD.	694359	PAYMENT BENTLEY FIREHALL NATURAL G.	327.43	327.43
20240375	2024-05-15	HHID	059506	PAYMENT MAY PAYMENT FOR DEM	787.50	787.50
20240376	2024-05-15	HI-WAY 9 EXPRESS LTD.	66085067	PAYMENT FREIGHT FOR CLEARTECH	642.02	642.02
20240377	2024-05-15	MY TECH ONSITE	AGR-MT 210	PAYMENT PREPAID SUPPORT TIME	2,677.50	2,677.50
20240378	2024-05-15	NAPA AUTO PARTS	578-755853	PAYMENT WATER - BACK UP PUMP	556.49	556.49
20240379	2024-05-15	PITNEYWORKS	03052024	PAYMENT POSTAGE	540.00	540.00
20240380	2024-05-15	RIMBEY EXPRESS	3458.	PAYMENT WATER SAMPLES & RETURNS F	110.00	110.00



TOWN OF BENTLEY

Cheque Listing For Council

2024-May-22
9:36:53AM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20240381	2024-05-15	TELUS COMMUNICATIONS INC.	04052024 04052024. MAY042024	PAYMENT ARENA WIFI INTERAC LINE TELUS BILL FOR MAY	78.75 37.54 690.00	806.29
20240382	2024-05-15	TELUS MOBILITY INC.	9153364231	PAYMENT PW CELL PHONES & FIRE DEPT	137.34	137.34
20240383	2024-05-15	WASTE CONNECTIONS OF CANADA INC.	7425-00002627	PAYMENT COMMERCIAL WASTE PICK UP	1,485.28	1,485.28
20240384	2024-05-15	WILD ROSE ASSESSMENT SERVICES	9379	PAYMENT PROGRESS PAYMENT FOR MAY	1,330.88	1,330.88
20240385	2024-05-15	WOLF CREEK BUILDING SUPPLIES	654371	PAYMENT ARENA LOBBY RENOVATION MA	57.14	57.14
20240386	2024-05-15	WORKERS' COMPENSATION BOARD	27197084	PAYMENT INSTALLMENT PAYMENT	3,296.53	3,296.53
20240387	2024-05-16	BENTLEY ESSO	30042024	PAYMENT VEHICLE/EQUIPMENT GAS/DIES	1,287.67	1,287.67
20240388	2024-05-16	GOVERNMENT OF ALBERTA, AB QUEEN'S PRIN	S098037	PAYMENT LOCAL GOVERNMENT BINDER U	78.70	78.70
20240389	2024-05-16	HOME HARDWARE BUILDING CENTRE	AB6502	PAYMENT ARENA LOBBY RENOVATION MA	2,491.34	2,491.34
20240390	2024-05-16	LACOMBE & DISTRICT FCSS	43711	PAYMENT HOARDING WORKSHOP	30.00	30.00
20240391	2024-05-16	LACOMBE COUNTY	IVC00044913	PAYMENT DUST CONTROL-CALCIUM CHLC	9,614.10	9,614.10
20240392	2024-05-16	RATHJEN, GREG	30042024	PAYMENT MILEAGE REIMBURSEMENT FOF	86.14	86.14
20240393	2024-05-16	SERVUS CREDIT UNION	30042024	PAYMENT SERVUS MASTERCARD BILL FOI	1,525.23	1,525.23
20240394	2024-05-22	TRANSALTA ENERGY MARKETING	24-1352534 24-1352556	PAYMENT STREET LIGHTING FOR APRIL 20 ELECTICITY BILL FOR APRIL 202	6,707.53 10,769.95	17,477.48

Total 80,997.42

*** End of Report ***



2024 1st Quarter Financial Report

Projections based on review of actuals to May 16, 2024

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- **Capital Plan Update**



Review
Strategic Plan and Advocacy



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**
- ▶ **Strategic Plan Review is currently underway (New Strat Plan in 2024)**
- ▶ **Public Information Session will be hosted once Information from Survey and Council Feedback is summarized**



Council Workshops/Strategic Planning

- ▶ November 1, 2023, Strategic Planning Workshop held with council
 - Intent to review existing strategic plan
 - Provide materials for New Council to review
 - Develop goals and objectives for 2024
 - ▶ November 28, 2023, 3rd Quarter Budget Presentation 2023 Budget
 - Report on progress with 2023 goals and objectives
 - Showcase the financial position of Bentley and alignment to goals and objectives
 - ▶ December 12, 2023, Present 2024 preliminary budget in public at regular council meeting. (may be considered for approval if no changes)
 - ▶ Survey ran in 2024 closed April 26, 2024, to seek public feedback
 - ▶ Survey results and planning session with Council held May 1, 2024
 - ▶ Stay tuned for date for public information session to validate results and request further feedback to formulate the next version of Bentley's Strategic Plan
- 



Background

Bentley Community Strategic Plan

Vision (Current not revised):

“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 (Current not revised):

“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**



Advocacy Update 2024 (1st Quarter)

2024 Advocacy Update

■ Financial Support Federal Government

- Arena Slab Replacement & Ice Plant Replacement (**Ice plant moving forward own funding and Lacombe County Funding**)
- Letters were provided by Blaine Calkins and Jason Nixon
- Virtual Meeting with Mayor and MP Calkins at end of May, included preparation of briefing note (MP Calkins to advocate on behalf of Bentley to Minister responsible for grant)
- **Application denied from Canada Green and Inclusive Buildings Program after waiting 19 months for an answer**
- **Continue to lobby the Government (Provincial and Federal) to support slab replacement**

■ Sustainable long-term funding – Canada Community Building Fund (formerly Gas Tax) & Local Government Fiscal Framework (formerly MSI)

- CCBF has already begun but LGFF has begun in 2024 (amounts are higher than previous years)
- Allocation formulas are important and the LGFF Fund beginning in 2024 is still 30% lower than the previous 12-year average of MSI
- Council should continue to discuss long term capital funding needs of Bentley and provide support to Alberta Municipalities
 - Asset Management will be the tool to showcase Bentley's long-term infrastructure needs
 - Asset Management is a key component of AB municipalities proposed funding formula

2024 Advocacy Update

■ Rural Crime and RCMP vs Provincial Policing

- Continued push by Provincial Government to explore replacing RCMP with Alberta Police Force
- **Council Member or several Council Members should be tasked to research and follow this initiative and report back to council**

■ Funding for Provincial Health Care

- Dr attraction and retention – Bentley Care Centre
- Nurse Practitioners is this an option for Bentley?
- The conversations with Blaine and Jason discussed the funding models for NP's
- Continued lobbying to re-establish a Doctors Office in Bentley
- Initial meeting 2023 Q1 held with Dr. Mulholland to discuss options regarding Dr recruitment
- Council discussed this at length at the beginning of Q2, although it is a desire to re-establish in Bentley, the likelihood is slim, unless a doctor wishes to operate out of Bentley.
- **Continue dialogue with Main Street Medical but advocacy to AHS will cease based on council direction**
- **Meeting with Susan Samson regarding support from Bentley for the Sylvan Lake and Area Health Foundation. Ms. Samson presented to council at the March 26, 2024, Regular Meeting. Mayor and Council approved motion to support the foundation at the April 9, 2024, Regular Meeting**

2024 Advocacy Update

▪ Bentley Southeast Area Structure Plan

- Negotiations with County and through IDP/ICF Committee. extensive engagements and 2nd round held in June 2023
- Annexation will need to be approved by Provincial Authority
- ASP went back to Committee on September 15, 2023, and was approved
- November 23, 2023, Lacombe County Reeve and Council gave 3rd reading to adopt the Southeast Bentley Area Structure Plan
- February 1, 2024, committee meeting to discuss next steps for continued engagement, and draft of the annexation report.
- Early March mailout of notice of intent to annex lands to impacted landowners and stakeholders approved by council Feb 27, 2024
- March 8, 2024, media release for annexation issued to Lacombe Express, Rimbey Review, Red Deer Advocate, Red Deer News, Sylvan Lake News, Sunny 94/Golden West Radio
- March 11, 2024, committee meeting to finalize public engagement and boards for public meeting
- Advertisement throughout early April in Rimbey Review, Lacombe Express, Neighborhood notes- regarding public meeting on April 18, 2024
- April 18, 2024, meeting with landowner for potentially annexed lands
- April 18, 2024, public information session and engagement at BVAC for annexation
- May 1, 2024, public survey closed for annexation
- Throughout May PCPS working on compiling information and public engagement information into a full annexation report
- Annexation Report to be reviewed by Town of Bentley and Lacombe County Joint Committee on May 28, 2024, for next steps
- **Council will need to lobby the Provincial representatives to support the Area Structure Plan and potential annexation in future**

2024 Advocacy Update

2024 Advocacy (other):

- Gull Lake Trail System – request sent to Lacombe County to be kept informed regarding the development of the trails system.
- Councillor Grimsdale attended the AB Munis seminar on Local Government Fiscal Framework (important for future funding via provincial grant program)
- Hosted Krista Gardner – Vice President and Director Towns West (Alberta Municipalities) (beginning of may provided a tour of Bentley and summary of initiatives).
- Support to Town of Sylvan Lake as a seconder of their motion to Alberta Municipalities - regarding goldfish infestation and emergency approval of powder form Rotenone Pesticide
- Attendance at Alberta Transportation Public Information Sessions regarding the future twinning of HWY 20 between Sylvan Lake and Bentley
- All members of council sit on committees as approved through 2024 Organizational Meeting and influence the work being done throughout the region
- Successfully presented to Lacombe County to obtain emergency funding for Ice Plant Replacement at Bentley Arena
- Attendance at May 23, 2024, CAEP meeting westerner park with dignitaries including:
 - Premier Danielle Smith, Honorable Matt Jones (Jobs, Economy and Trade), Honorable Adriana La Grange (Health), Honorable RJ Sigurdson (Agriculture & Irrigation), Honorable Nathan Cooper (Speaker), MLA Jason Stephan (Red Deer South), MLA Jennifer Johnson (Ponoka – Lacombe)

2024 Advocacy Update

2024 Key Advocacy Items:

- **Continue to advocate for funding from the Federal Government for the Arena Slab and Ice Plant until we are successful**
 - Continue to push Blaine Calkins and Jason Nixon for funding opportunities
 - Correspondence between the mayor and these offices continue

- **Mayor and Council to advocate to the Province for funding for Dick Damron Drive rehabilitation project and major improvements to our sewer infrastructure main within this corridor**
 - Will continue to lobby when possible

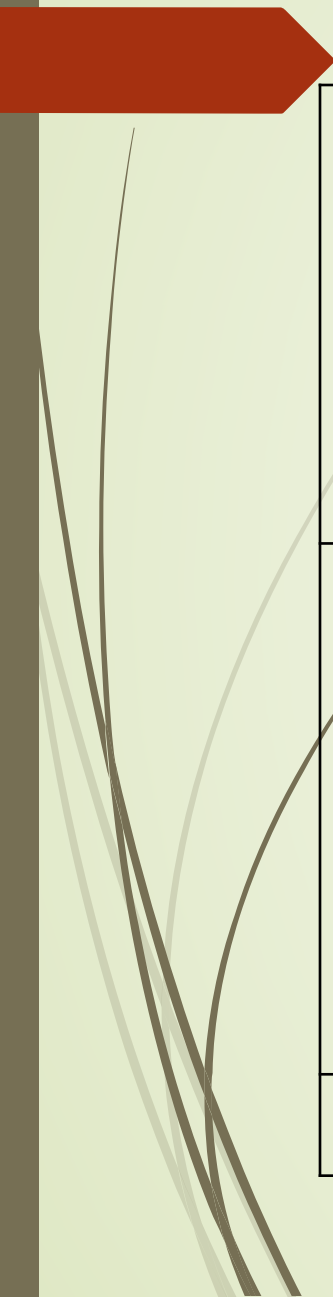
- **Meetings will continue with Alberta Transportation to fund pavement replacement of bike path**
 - ongoing conversations



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 wastewater 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 wastewater 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



BENTLEY
MUSEUM
→

2024 Q1 Update – Goals and Accomplishments

2024 Goals and Accomplishments Status Update

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** **Effectively engage the Community and tell the Bentley story to the media (Ongoing)**
 - continue to make the news, mayor is being interviewed, black press advertising for initiatives and successes
 - advertizing major initiatives, successes and public engagements, such as strategic planning, annexation, new grocery store and royal feed and farm supply grand openings **(Q1 & Q2 completed)**

- **Action** **Medicine Lodge Ski Hill Ongoing Indigenous Conversation (continue to work with Treaty 6 and Metis Region 3) regarding the protection of any culturally significant sites. (Ongoing)**
 - site visit on February 2, 2024, with Minister Nixon, Minister Schow, and representatives and Elders from O’Chiese First Nation **(Completed Q1)**
 - Worked with Medicine Lodge Ski Club to formulate a presentation to Lacombe County regarding funding for lift line improvements. Presentation by the Ski Club was made to the county on April 11, 2024 - County approved funding request for \$190,637 and would be contingent upon success with the matching application to Active Communities Initiative **(Completed Q2)**
 - Expression of interest will be submitted for the Active Communities Initiative by June 1, 2024, deadline, CAO for Town of Bentley assisting with notice of intent and grant application.

2024 Goals and Accomplishments Status Update

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.*

○ Bentley Southeast Area Structure Plan

- Detailed summary in advocacy section, hosted public engagement and survey **(Q1 & Q2 Completed)**
- Ongoing conversation with County regarding Annexation, multiple committee meetings **(Q1 & Q2 Completed)**
- Annexation Agreement Q2, *(Submission to the Province completed by Q3)*

2024 Goals and Accomplishments Status Update

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.*

○ Oxford Park Design

- Continued conversation with Council regarding park design
- **Council direction to build washroom facility in preliminary budget workshop (however upon review of costs during December budget discussions asked to remove from 2024 Budget)**
- Bathroom option presented to council on February 13, 2024, Regular Council Meeting, directed to bring back updated quotes once received. **(Completed Q1)**
- Bathroom option presented to council with revised quotes on March 12, 2024, Regular Council Meeting with multiple options including (2 barrier free stalls and 2 regular stalls, t barrier free stalls only, or 1 single barrier free stall). Directed to delay any decision until further information provided regarding ice plant failures **(Completed Q1)**
- place mural on east side of building facing 50th street **(to be completed by Q2 – still on track)**

2024 Goals and Accomplishments Status Update

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.*

- **Effectively engage the Community and tell the Bentley story to the media**
 - **New Banners reflecting Bentley Brand on Mainstreet**
 - Banners were produced 2023 end of year
 - *Installation of banners in 2024 Spring (Completed Q2)*
 - **Bentley Minor Soccer**
 - Continue to work with minor soccer to find solutions for additional field space
 - Donation of \$250,000 received and placed in reserve at year end
 - will include full review of Summersault Area Structure Plan (**Completed by Q3 – On track**)
 - PCPS currently working on review of all information and is putting together public engagement strategy.
 - Looking to potentially incorporate field space in the Summersault Area Structure Plan (potentially the only option for land owned by Town)
 - Ongoing conversation with Landowner for Bentley Southeast ASP – however wish to wait for Annexation prior to any other conversations regarding a potential field

2024 Goals and Accomplishments Status Update

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.*

- Continue to provide open and transparent financial reporting
 - Variance and projection reports quarterly and posted online as part of council agenda package (**completed quarterly**)
 - **1st quarter report issued May 28, 2024 (Completed)**
- Seek out additional grant funding and partnership where possible to offset costs and burden to local taxpayer
 - Prepare for discontinuance of MSI and Gas Tax funding 2022
 - Continue to seek funding for Arena Slab and Ice Plant Replacement
 - Will pursue Fortis Tree Grant again for other side of 52nd Street (**completed application Q1**) – **Not successful**
 - Summer Student Grant in 2024 (**completed Q1**)
 - Pursue funding for major rehab of Dick Damron Drive 50th Street (Estimated 4 million to 5 million full rehab project can be phased over time) need to find significant funding source – will dedicate time and effort until I do (**ongoing in 2024**)
- Phase 2 Asset Management needs to move forward
 - Water system analysis completed in 2022, will look to undertake asset management plan for Sewer, Stormwater and Roads (**on track to be complete by Q3 2024**)
 - **Currently in process and working internally for risk register**

2024 Goals and Accomplishments Status Update

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.*
- Revise Bylaws and conduct full analysis of costs and provision of services
 - Garbage Bylaw (was a priority in 2023 but ran out of time due to additional tasks added by council) (**Complete by Q2**)
 - will look at full provision of service, can we contract out and sell assets like garbage truck
 - potential expansion of service to offer blue box curbside recycling
 - discontinue commercial garbage pickup by the town and allow independent selection of service provider by business community
 - revamp bylaw to include updated fees and fines schedule
 - **Will be the focus after this 1st quarter report – on track to be completed by end of June**
 - Sewer Bylaw (was a priority in 2023) but ran out of time due to additional tasks added by council) (**Complete by Q3 – On Track**)
 - revising sewer bylaw through review from risk perspective
 - ensure bylaw is fair, transparent, mitigates risk and review all associated fees and charges

2024 Goals and Accomplishments Status Update

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.*

- Full review of all Bentley Contracts, Agreements and Leases (Administrative Due Diligence) **(Complete by Q4 – On Track)**
 - review all files, compile digitally in spreadsheet that allows for sorting by type, term, expiration date etc
 - is a continuation of the digitization process

- 2024 Annual Recreation, Culture, Historical and Tourism Funding Support **(Competed Q1)**
 - Budget for this program was \$30,000 for 2024
 - Mayor and Council chose to support \$71,199 worth of funding applications which included renovations to the Canuck room for minor hockey, Bentley Community Hall Stair Replacement, Medicine Lodge Ski Hill maintenance, Museum summer student funding, Bentley Library mini libraries, Bentley Rodeo high point saddle, curling club facility improvements, Bentley Car Show event funding, Bentley minor soccer net replacements and uniforms, Bentley Library Society petting zoo, Bentley Community Van operational funding
 - This funding helps to build community capacity and diversify activities in the community and is important to continue to support programs and services offered by others in the community.
 - Administration found savings to help fund the additional costs without any impact to reserves

2024 Goals and Accomplishments Status Update

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**
-
- Continue to manage IDP and ICF Joint Committee on behalf of Bentley (**Complete Q2 – 2023**)
 - With council representation, lead the conversation regarding Annexation of the Bentley Southeast ASP if approved after public hearing through 2nd and 3rd read by the County.
 - will include negotiations of revenue sharing if necessary and full annexation is not possible but goal is still full annexation
 - multiple meetings held in Q1 and Q2 – annexation draft report prepared and under review
-
- Lobby Alberta Transportation to complete necessary capital improvements of the Bentley Bike Path (**Complete Q1 & Q3**)
 - Lobbying efforts (**Completed Q1**)
 - Waiting for assessment from AT – were going to do a formal pavement condition assessment and then provide their next steps
 - Bike path lift to be completed by Q3 (**conditional upon approval of funding – waiting for confirmation from AT**)

2024 Goals and Accomplishments Status Update

3. Economic Growth (Cont'd)

- ▶ *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**

- Local Business Support (*Ongoing*)
 - Provide meeting space to local businesses and attend where possible to listen and hear any ideas and concerns (have offered multiple times)
 - Push for membership of business with Lacombe Chamber or creation of independent chamber (continue to discuss the possibility of a local chamber – the new grocery store owner was the former president of Sylvan Chamber and may take the reins on this once he gets through the summer season)
 - Seek out additional training opportunities from Community Futures, Business Link, CAEP and Lacombe Tourism
- Regular CAO meetings and explore additional partnerships with neighboring communities for regional business attraction (*Ongoing*)
 - Meet with Lacombe County, Lacombe Regional Emergency Management Partnership, Eckville, Clive, Allix, Sylvan Lake (**Completed Q1**)
 - Met with Sandy Point (**Completed Q2**)
 - Meet with Rimbey and Gull Lake CAO's (**To be completed in Q3**)
- Explore membership to EDA (Economic Developers Association of Alberta) (*Q1 – on hold while paying membership fee to CAEP*)
 - Provided notice to CAEP based on council direction to withdraw, still paying membership fee, will wait until we are no longer paying membership fee

2024 Goals and Accomplishments Status Update

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.*
- Active promotion of subdivision lands and review of current strategy (**Ongoing – new strategy developed Q1**)
 - Promotion is working we have sold 3 lots in 2 months
 - Currently in the process of onboarding a new realtor – was time for a change
- Continue to enhance and nurture relationship with RCMP and regular meeting and engagement with Lacombe County Peace officers (Ongoing)
 - Possible public engagement with RCMP and Peace Officers – **Town Hall meeting or survey (Q2) – (pushed to Q3 based on workload)**
 - With Revamp of Land Use Bylaw and incorporation of Fine schedule if approved – look to expand enforcement capability of Peace Officers, **review by Q3 (on track)**
- Exploring recycling and waste options for contracted curbside pickup as part of the Garbage Bylaw Review (**Complete by Q2**)
 - *Extended Producer Responsibility (ongoing dialogue)*
 - *Bentley is registered for the recycling transition through the EPR (Completed Q1)*
 - *Circular Materials Survey will be completed by Q2 to provide data to EPR program for costs related to our current recycling*
- Follow up on housing needs survey with the Province and continued dialogue with Jason Nixon (**Q1 – Delayed as we have heard nothing back**)
 - **Need to follow up with Jason regarding where this is at**

2024 Goals and Accomplishments Status Update

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.*

- **How Does Mayor and Council want to increase transparency, greater public participation and public confidence?**
- Continue to expand and host Christmas event and Good Neighbor Day (Fall Harvest Festival) **Q4 & Q3 (on track)**
- Lacombe Tourism Partnership Expansion (***Finalize Event Details by early Q2***)
 - Lacombe Tourism to host additional events in Bentley (based on proposed fee)
 - Lacombe Tourism hosted its first event - a gaming event (Smash Brothers Tournament)
 - The event was March 9, 2024, and saw more than 110 participants and the registered players were accompanied by family and support
 - The event was hosted at Blindman Valley Agricultural Society and was advertised in the Neighborhood Notes March edition, Facebook and Instagram on Feb 9, Feb 12 and March 4.
 - In addition, the event was shared with Stephen Lush at the Bentley School to share with students
 - Lacombe Tourism also posted the event through there channels including targeting specific gaming channels
 - The event was also attended by Black Press for coverage
 - Some event participants supported the local business community through Food, Beveridge and Shopping
 - Executive Director and Board will be presenting to Mayor and Council on June 11, 2024, with the summary of the event and to touch base regarding council's expectations for the next event



2024 Budget – CAO Summary of Key Items

2024 BUDGET CAO SUMMARY

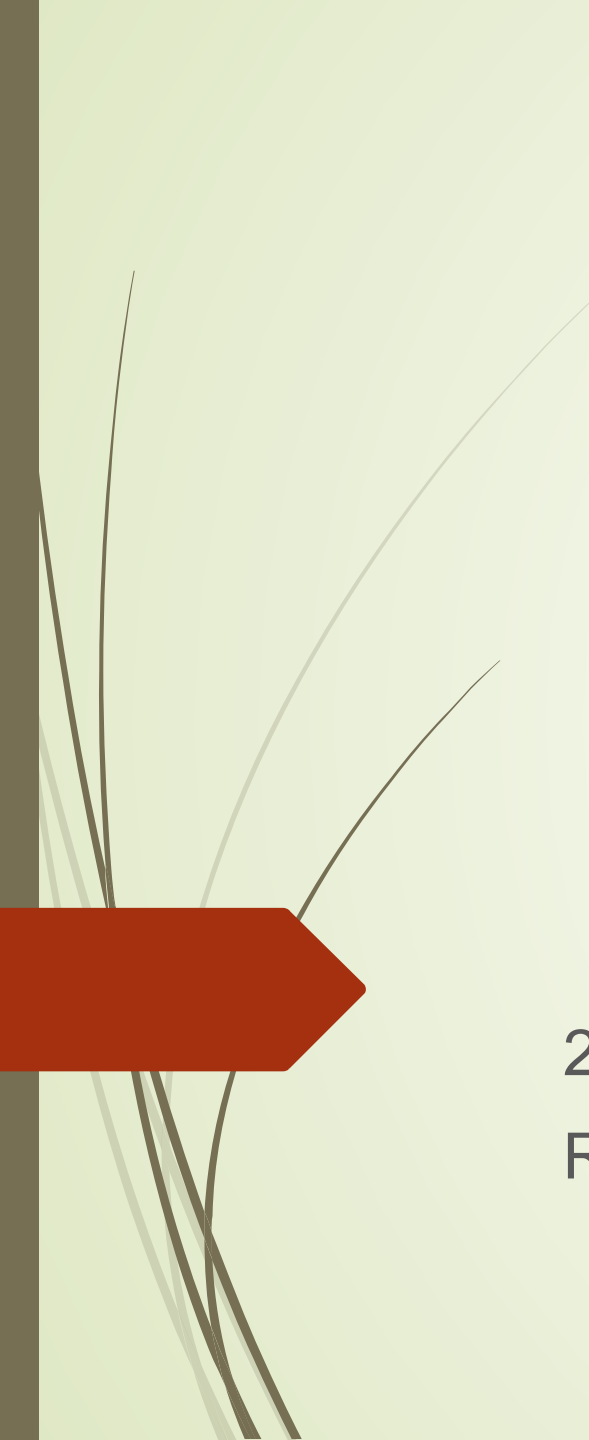
► Revenue

- **No tax increases (other than any requisitions or invoices from the Province or construction growth)**
- Original Proposed 2024 budget included 3.8% CPI index increases from prior year (3.8% on all goods in Alberta) | continue to utilize 3.8% for budget cost calculations, but wages and salaries have only increased by a factor of 2.5% in the revised budget based on Council Direction)
- Absorbing increasing insurance costs into the budget without tax increases
- Continuing lobbying efforts for additional grants to fund major capital projects such as Arena or Dick Damron Drive rehab
- **Garbage rates continue to be frozen at 2020 rates** – full bylaw review to take place in 2024 and will consider expansion of recycling services
- **Utility & Sewer Rates estimated at 2020 rates and continue to be frozen** – full bylaw review to take place in 2024 to compare rates and fees to other municipalities
- **Actively Marketing Sunset Heights Lots**
 - digital advertising through social media targeting larger centres (Calgary, Edmonton, Vancouver)
 - Successful Sale of 3 lots so far in 2024
- **Looking to complete annexation application for Bentley Southeast Area Structure Plan** – this will provide opportunities for tax base expansion in the future for commercial and industrial development
- **Review of summersault ASP and update to plan for better attraction for residential development to the North**
- Additional Revenue generated through application to Lacombe County for Ice Plant Rehab, remainder to be funded via CCBF and LGFF

2024 BUDGET CAO SUMMARY

► Expenditure

- **Continued paydown of debenture** from new beginnings acquisition and servicing (completely paid in 2024)
- **Increase in Q1 related to education requisition of 7.55% over prior year**
- **Increase in Q1 related to municipal taxes of .08416% for small assessment growth related to development permits**
- **Wages increase of 2.5% CPI Index increase** (average for 2022) has been absorbed into budget with no tax increase – revised from original budget estimate of 3.8%
- **Inflationary increases for goods, supplies, professional services absorbed in budget**
- **Additional grant funding available to support local community groups** through annual recreation, culture and tourism grant program from the town Q1 resulted in \$41,161.50 in additional funding over budgeted \$30,000.00
- **Continue to enhance marketing of Bentley through brand**
- **Develop concept plan for Oxford School Site** – mural placement only
- **Major arena capital project to replace slab and ice plant** – funding obtained from Lacombe County to fund Ice Plant replacement in 2024 (remainder funded by CCBF and LGFF)
- **Asset Management Phase II to be completed in 2024** (will focus on sewer, roads, sidewalks, storm sewer)
- **Increase in Q1 related to reserve transfers to work to establish better reserve balances for future Asset Management**



2024 Budget – 1st Quarter Projections
Revenue by Category and Function

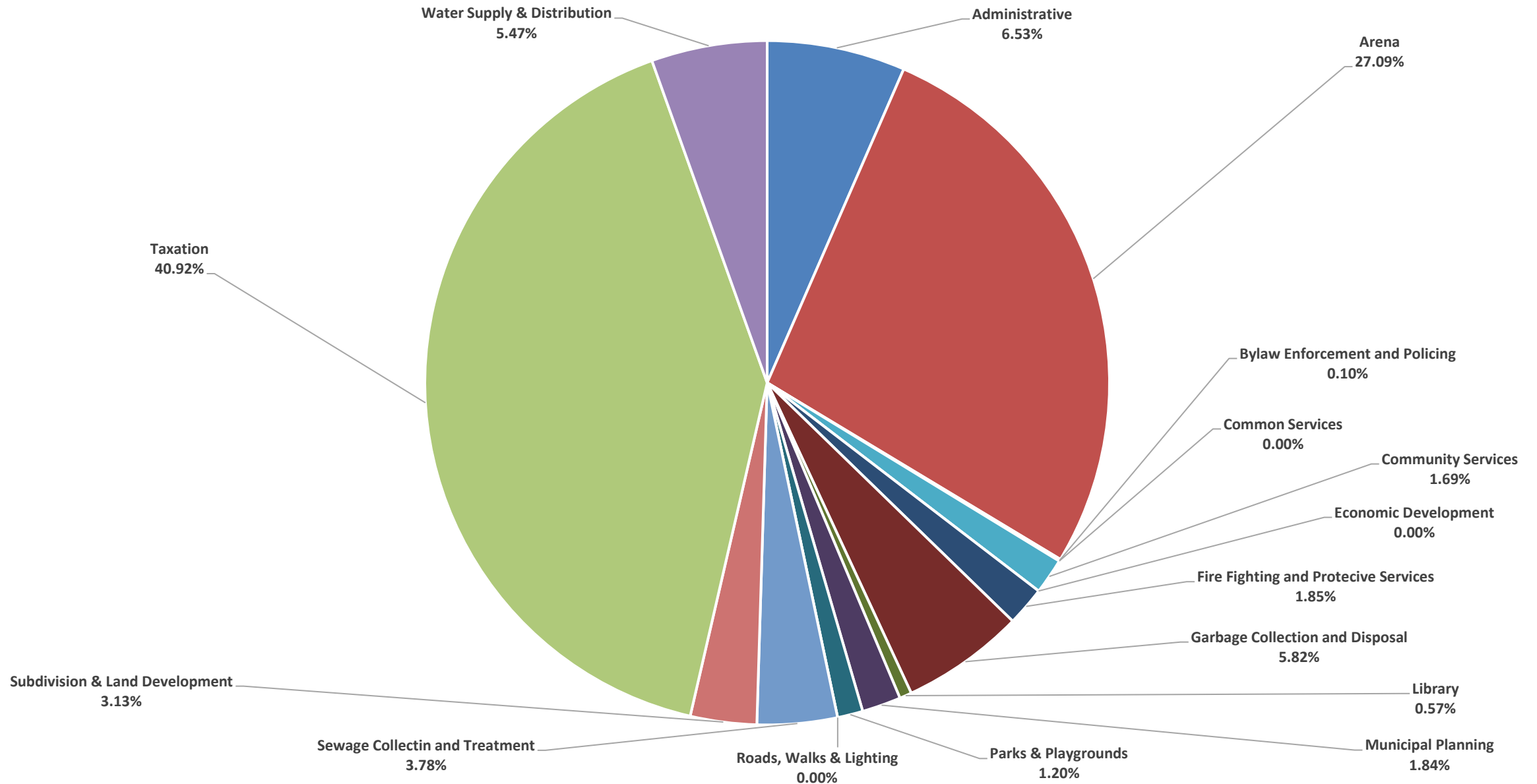
Revenue Collected by Category

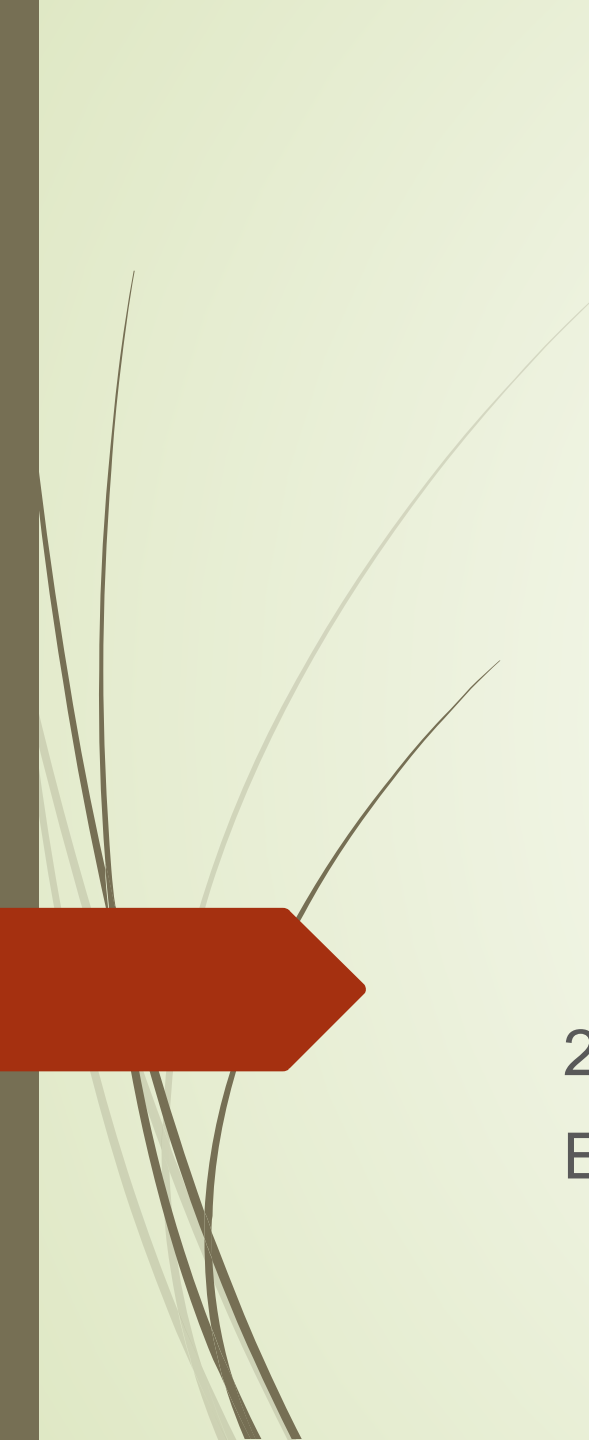
Revenue Category	Amount	Percentage
Property Taxes	\$1,514,311.65	40.90%
Penalties and Fines	\$65,200.00	1.76%
Licenses and Permits	\$7,750.00	.21%
Sale of Goods and Services	\$650,045.00	17.56%
Rentals	\$165,275.00	4.47%
Franchise Fees	\$130,000.00	3.51%
Provincial and Federal Grants	\$571,941.71	15.45%
Other Government Transfers	\$488,440.85	13.19%
Other Transfers	\$7,800.00	.21%
Other Revenue	\$101,443.67	2.74%
TOTALS	\$3,702,207.88	100%

- Education Tax \$307,809.00
- Seniors Requisitions \$ 8,160.00
- Policing Invoice \$ 55,100.00
- Designated Ind Prop \$ 128.64

Are paid from the property tax
Collected. Net Municipal
Revenue \$3,331,010.24

Revenue Collected by Municipal Function



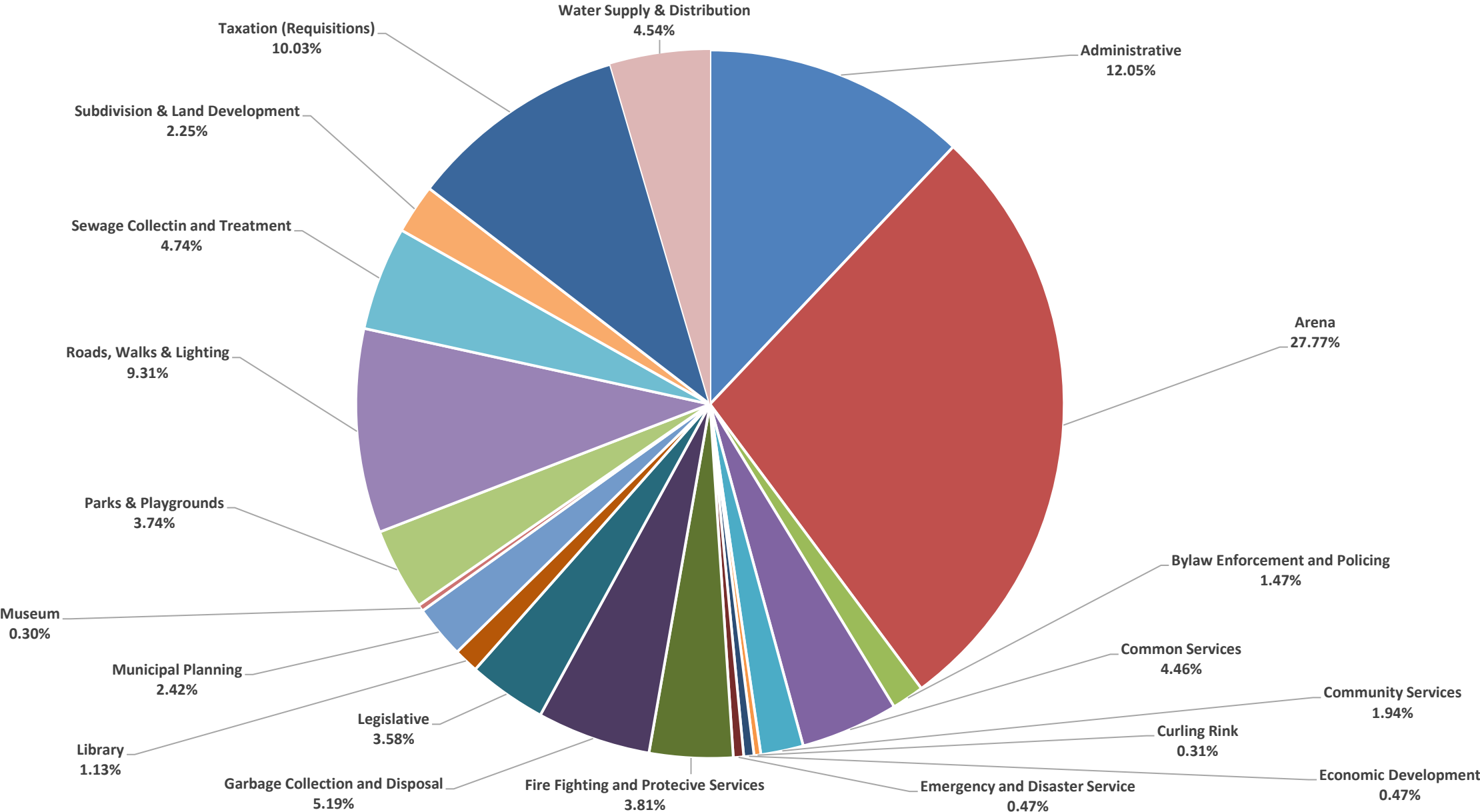


2024 Budget – 1st Quarter Projections
Expense By Category and Function

Expenses Paid by Category

Revenue Category	Amount	Percentage
Wages/Benefits & Remuneration	\$899,198.00	24.31%
Memberships/Partnerships/Training/ Conferences and Licenses	\$82,553.00	2.23%
Mileage and Sustenance	\$8,200.00	.22%
Postage/Freight, phone & internet	\$31,173.00	.84%
Purchased Services	\$740,123.00	20.01%
Utilities	\$194,650.00	5.26%
Insurance	\$93,478.00	2.53%
Materials/Goods & Supplies	\$146,130.00	3.95%
Bank Charges and Loan Payments	\$100,323.00	2.71%
Grants & Donations	\$93,219.00	2.52%
Other Transfers	\$50,000.00	1.35%
Other	\$19,000.00	.52%
Capital	\$869,731.00	23.52%
Requisitions (Ed., Seniors, Police)	\$371,069.00	10.03%
TOTALS	\$3,698,847.00	100%

Expense Collected by Municipal Function





2024 Revenue Increases and Decreases

2024 Budget to Q1 Projections (based on review of actuals to May 16)

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

	2024 Budget	1st QTR Projections	<u>Net Change - 2024 Budget to 1st QTR</u>
Revenue	\$3,044,634.00	\$3,702,208.00	\$657,574.00 Revenue Increase
Expenditure	<u>\$2,940,189.00</u>	<u>\$3,698,847.00</u>	\$758,658.00 Expense Increase
Net (Surplus)/Deficit	\$ (104,445.00)	\$ (3,361.00)	\$ 101,084.00 Decrease in surplus

Revenue Increase of \$657,573 from 2024 Budget to 2024 1st Quarter Projection

► Licenses and Permits (\$500 increase)

- \$500 increase in revenue in administration for anticipated higher business license revenue over budgeted amount based on actuals to date

► Other Government Transfers (\$376,152 increase)

- \$383,717 in additional Lacombe County Grant to support Ice Plant Replacement for arena budget

- This is offset by the following decreases:

- \$6,065 projection decrease in operational funding provided by Lacombe County for FCSS based on actual grant received (lower than requested)

- \$1,500 projection decrease in Garbage Collection and Disposal budget for hazardous waste roundup grant funding as program will be done through Lacombe Regional Waste Services this year.

► Other Revenue (\$40,449 increase)

- \$40,439 increase in Fire Fighting and protective services related to one time cost recovery for the Monkey Top Fire for Mutual Aid Costs

- \$10 increase for Sani-dump revenue

► Penalties and Fines (\$3,000 increase)

- \$3,000 increase in revenue anticipated for AB Justice Fines based on revenue received to date in 1st quarter. Original budget estimate is always conservative and is adjusted based on actual trend.

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

	2024 Budget	1st QTR Projections	<u>Net Change - 2024 Budget to 1st QTR</u>
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Net (Surplus)/Deficit	\$ (104,445.00)	\$ (3,361.00)	\$ 101,084.00 Decrease in surplus

Revenue Increase of \$657,573 from 2024 Budget to 2024 1st Quarter Projection

► **Property Taxes (\$18,887 increase)**

- \$18,887 increase in overall property tax revenue collected mainly due to increases in actual school requisition compared to estimate, decreased commercial tax base due to two significant fires (this has been absorbed by residential tax base)

► **Provincial & Federal Grants (\$212,740)**

- \$233,717 increase in Arena Capital Grant funding (in original budget it was anticipated we may be successful for the Canada Green and Inclusive Buildings Program, we had included an estimate of \$150,000 in the budget for design, however we were notified in the 1st quarter after 19 months that we were not successful). We also started experiencing failures of the ice plant throughout November, December 2023 and January 2024 resulting in more than \$20,000 in repairs in a short time frame. Therefore, we looked for alternate funding through the county and received it to allow the project to move forward utilizing the county funding, plus the provincial grant funding from LGFF and CCBF this increase relates to the provincial grant funding, (which totals \$383,717 - \$325,579 LGFF and \$58,138 CCBF)
- \$6,250 increase in community services budget for additional LGFF operational funding (higher than anticipated in original budget)
- \$11,011 increase in Municipal Planning funding from LGFF operational funding (higher than anticipated in original budget)
- \$19,900 increase in Parks and Playgrounds in funding for LGFF operational funding (higher than anticipated in original budget)
- \$9,347 increase in CCBF funding in the Water Supply and Distribution Budget for Valve Replacements in Water Treatment Plant – (utilized remainder of CCBF funding after applying majority to arena project)
- \$20,936 decrease in CCBF funding for Fire Fighting and Protective Services for AFRCS Capital project at Fire Hall – will be funded by franchise fee revenue as CCBF funding needed for arena ice plant
- \$46,549 decrease in CCBF funding in Roads, Walks and Lighting for concrete work on 50th in front of subway, grant used for ice plant, funded via franchise fees

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

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Net (Surplus)/Deficit	\$ (104,445.00)	\$ (3,361.00)	\$ 101,084.00 Decrease in surplus

Revenue Increase of \$657,573 from 2024 Budget to 2024 1st Quarter Projection

➤ **Sale of Goods and Services**

- \$5,845.00 increase in land sale revenue in subdivision and land development budget, after commissions and rebates (**sold 3 lots at the beginning of the year**)



2024 Expense Increases and Decreases

2024 Budget to Q1 Projections (based on review of actuals to May 16)

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

	2024 Budget	1st QTR Projections	<u>Net Change - 2024 Budget to 1st QTR</u>
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Net (Surplus)/Deficit	\$ (104,445.00)	\$ (3,361.00)	\$ 101,084.00 Decrease in surplus

Expenditure Increase of \$758,658.00 from 2024 Budget to 2024 1st QTR Projection

► **Advertising, Memberships, Conferences and Training (\$6,092 Increase)**

- \$113 increase in common services for new plate registration for flat deck trailer traded for recycling trailer
- \$5,000 increase in economic development for Lacombe Tourism fees coded to this budget (projected purchased services down as was originally coded there)
- \$1,500 increase in municipal planning budget for additional advertising expected for ASP Annexation
- This is offset by the following decreases:
 - \$31 decrease in dispatch services costs through Fire Fighting and Protective Services budget
 - \$490 decrease in memberships recorded net of GST in the Legislative Services Budget

► **Capital (\$626,934 increase)**

- \$617,434 in arena budget for capital project for ice plant moving forward funded via CCBF, LGFF, Lacombe County and Town of Bentley (originally \$150,000 budgeted for design work in the hopes of success with Canada Green and Inclusive Buildings Grant – was unsuccessful and therefore funded the project through other grants. (Total project \$802,317.05 less GST \$34,883.35 = \$767,434 - \$150,000 already budgeted = \$617,434)
- \$12,000 increase in Water Supply and Distribution Budget – had recorded Valve Replacement in operating budget, but moved to capital as can be partially funded via CCBF funding
- This is offset by a decrease of \$2,500 om Administrative Budget for savings in the new sign (cost less than anticipated)

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

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Expenditure Increase of \$758,658.00 from 2024 Budget to 2024 1st QTR Projection

► **Grants and Donations (Increase of \$41,162)**

- \$41,199 increase in annual recreational, cultural, historical and tourism funding support as Mayor and Council funded a total of \$71,199.00 in grants when the original budget was \$30,000.f (Additional funding was provided to Minor Hockey \$19,650 (Canuck Room Renovation) , Bentley Community Hall \$20,000 (Front Stair Repair) and an overage of funding of \$1,549 after minor soccer was funded for \$5,000 late (this was due to a missed application which was received on time)
- This is offset by a \$37 small decrease in library grant paid based on the actuals

► **Materials Goods and Supplies (Increase of \$12,768)**

- \$5,000 increase for cumulative ice plant failures at the beginning of the year in the arena budget most related to Freon replacement
- \$184 increase in firefighting and protective services due to increased costs for bunker gear and PPE
- \$500 increase in parks and playgrounds related to unanticipated exterior light failure and photo eye replacement
- \$2084 increase in roads walks and lighting related to rising costs of road guard and cold early spring
- \$5,000 increase in sewage collection and treatment related to increased costs of Acti-Zyme and based on utilization trend

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

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Expenditure Increase of \$758,658.00 from 2024 Budget to 2024 1st QTR Projection

➤ **Mileage and Sustenance (\$3,500 decrease)**

- \$500 decrease in administrative budget based on trend and actuals in 1st quarter
- \$3,000 decrease in legislative budget based on trend and the fact that Alberta Municipalities Conference is in Red Deer this year

➤ **Other Transfers (\$50,000 increase)**

- \$5,000 increase for planned reserve transfer at year end in administrative budget to set up reserve for Municipal Office and Parks Building
- \$15,000 increase for planned reserve transfer at year end for Arena
- \$15,000 increase for planned reserve transfer for Firefighting and Protective Services budget for future equipment replacement
- \$15,000 increase for planned reserve transfer for Roads, Walks and Lighting for future Public Works Shop Building

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

	2024 Budget	1st QTR Projections	<u>Net Change - 2024 Budget to 1st QTR</u>
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Net (Surplus)/Deficit	\$ (104,445.00)	\$ (3,361.00)	\$ 101,084.00 Decrease in surplus

Expenditure Increase of \$758,658.00 from 2024 Budget to 2024 1st QTR Projection

► **Purchases Services (\$8,727 decrease)**

- \$2,000 increase for building fire inspections, noncompliance inspections and tax service fees in the Administration Budget
- \$2,000 increase for arena caretaker contract to add enhanced cleaning \$500 per month for the remainder of this season as approved by Mayor and Council
- \$2,000 increase for curling rink to assist with repairs such as the lounge window replacement, fire inspections, rink door maintenance
- \$3,000 increase for library to install disability access electric door, more expensive then anticipated as we neededd to add a bollard for the activation panel because of clearance to the door.
- \$7,282 increase in Roads Walks and Lighting for annual maintenance related to additional gravel being placed on the North road (Lacombe County will undertake the work and bill the Town of Bentley)
- \$91 increase in Subdivision and Land Development related to coffee, tea etc for Minister and O'Chiese Elders at the Medicine Lodge Ski Hill
- This is offset by the following decreases:
 - \$4,600 decrease in Economic Development because of \$5,000 savings related to Lacombe Tourism Fees coded to different GL, this is offset by a small \$400 increase in expenditure for hosting fees related to the Town of Bentley website that was missed during budget time.
 - \$8,500 decrease in Parks and Playgrounds due to removal of tree planting project on 52nd street as we did not get the Fortis Tree Grant this year (received 2 years in a row prior)
 - \$12,000 decrease as removed water treatment plant valve rebuild to capital instead of purchased services

SUMMARY OF 2024 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes from 2024 Budget (Q1)

	2024 Budget	1st QTR Projections	<u>Net Change - 2024 Budget to 1st QTR</u>
Revenue	\$3,044,634.00	\$3,702,208.00	\$657,574.00 Revenue Increase
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Net (Surplus)/Deficit	\$ (104,445.00)	\$ (3,361.00)	\$ 101,084.00 Decrease in surplus


Expenditure Increase of \$758,658.00 from 2024 Budget to 2024 1st QTR Projection

► **Requisition (\$19,114 increase)**

- \$22,134 increase in Education Tax Requisition for Town of Bentley
- This is offset by the following decreases:
 - \$45 decrease in Lacombe Foundation
 - \$2,975 decrease in Policing Cost Invoice based on 2023-year end cost

► **Wage, Benefits and Remuneration (\$14,816 increase)**

- \$11,009 increase for museum flow through costs which are recovered through billing (previously have not shown the expenditure through the budget as was flow through but am showing the revenue so should show the expenditure)
- \$3,807 increase for one employee, minor calculation area in their salary in the spreadsheet, corrected first quarter



2024 CAPITAL PLAN – (Revised 1st Quarter 2024)

Revised Capital 2024 1st Quarter Revisions

2024 Proposed Projects

Total Proposed Capital/Project Purchases in 2024 **\$869,730.70**

Grants and Contributions

- Local Govt Fiscal Framework \$ 325,579.00
- Canada Community Build Fund \$ 67,485.00
- Lacombe County Grant \$ 383,716.85
- Canada Green & Inclusive \$ 0.00

Total Grants/Contributions \$ 776,780.85

89.31% Grants and Contributions

Municipal Sources/Reserves

- Franchise Fees \$ 92,949.85
- Operating Budget \$ 0.00

Total Municipal \$ 92,949.85

10.69% Municipal Contributions

Capital 2024

► Proposed Projects for 2024

1.) Bentley Ice Plant Replacement Only

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. Additionally, the ice plant is original to the building and is in need of replacement for operational efficiency.

- 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
- Was unsuccessful with Canda Green and Inclusive Buildings Program for both the Slab and Ice Plant, moving forward with Ice Plant this year.

Engineering and Design	\$ 10,000
Remove and Replace System(includes electrical and ice floor connections)	\$546,667
Brine and Equipment Disposal	\$ 58,000
Ground Preparation and Screw Piles	\$ 20,000
Heat Recovery Units	<u>\$ 63,000</u>
Sub-Total	\$697,667
Contingency (10%)	\$ 69,767
GST	<u>\$ 34,883</u>
TOTAL	\$802,317*

***Funded via LGFF Funding \$325,579, CCBF Funding \$58,138, County Funding \$383,717 and GST rebate of \$34,883**

Capital 2024

► Proposed Projects for 2024

2.) **AFRCS Radio Transition (\$30,797 in 2024 & \$25,311 in 2025)**

- Funded 60% Lacombe County, 40% Bentley
- Total cost is \$140,269 (\$76,993 in 2024 and \$63,277 in 2025)

- Alberta First Responders Radio Communication System (AFRCS) is a provincewide radio system that helps first responders, such as police, fire and ambulance coordinate to improve safety and response times. It is a two-way radio network for first responders, municipal, provincial and First Nations across the province. It supports inter-agency effective communications. The network encompasses 335 sites and over 33,000 devices in Alberta. Bentley Fire Department requires upgrades to be able to connect to the system.

***Funded via Franchise Fee Revenue in 2024**



Capital 2024

► Proposed Projects for 2024

3.) **Auto Extraction and Cribbing Tools – Bentley Fire Department \$2,000***

- Funded 60% Lacombe County, 40% Bentley
- Total cost is \$5,000

- Auto extraction is necessary on some occasions to extract a passenger or passengers from an MVA. Cribbing tools are utilized to provide vehicle stabilization to allow extraction to take place in a safe manor and not endanger first responders. These tools are a necessary part of first response and must be replaced over time.

***Funded via Franchise Fee Revenue 2024**



Capital 2024

► Proposed Projects for 2024 (Not moving forward with washroom)

4.) Municipal Park / Oxford Park Design – Public Washroom and Mural

- Estimated Cost \$235,405
- **Left \$4,000 in budget for Mural completion remaining \$231,405 removed**
- Public Engagement occurred in June
- Discussed on August 22, 2023, Council Meeting
- Council provided feedback shared on September 12, 2023, Council Meeting

On September 27, 2022, at the Regular Meeting of Council the difficult decision was made to undertake the demolition of Oxford School. The decision was not made lightly and was based on the significant cost to repair the building due to major concerns including deterioration of roof, load-bearing brick walls and foundations. Town administration and Mayor and Council conducted a public information session on June 29, 2022, to seek community input regarding ideas for the Municipal Park. Feedback collected was shared and publicly posted in the council agenda package for the September 27, 2022, regular meeting of council. Additional engagement was held in June 2023. The project took those ideas and developed conceptual plans and options for consideration of council on August 22, 2023. Mayor and Council deferred a decision regarding the concepts to allow additional time for each individual member of council to provide further feedback shared publicly on September 12, 2023. During 2024 budget workshop Council provided input regarding moving forward to develop a public restroom and Mural in the municipal Park. This project will construct that washroom facility and place a mural on the Southeast side of the Municipal Building.



Capital 2024

► Proposed Projects for 2024

5.) **AC Unit \$5,000***

The Town Office is in good shape with a newer roof, new gutters and downspouts from 2021 and fresh paint in the downstairs community room. Mechanical systems are also decent with a new hot water tank, and two newer furnace with one older furnace. The front windows and the side window were replaced in 2023. In 2022, there were also several failures of the AC unit due to its age, we did not replace this unit in 2023 as it lasted through the summer, however we are carrying a budget allowance if the unit needs to be replaced in 2024.

***Funded via Franchise Fee Revenue in 2024**



Capital 2024

► Proposed Projects for 2024

6.) **Town Office Sign – with branding \$2500*** (budgeted was originally \$5,000)

To continue with our marketing and branding we intend to produce a new Town Office Sign that is branded with our new logo

- we will most likely use the phrase the place to be in the signage



***Funded via Franchise Fee Revenue in 2024**

Capital 2024

► Proposed Projects for 2024

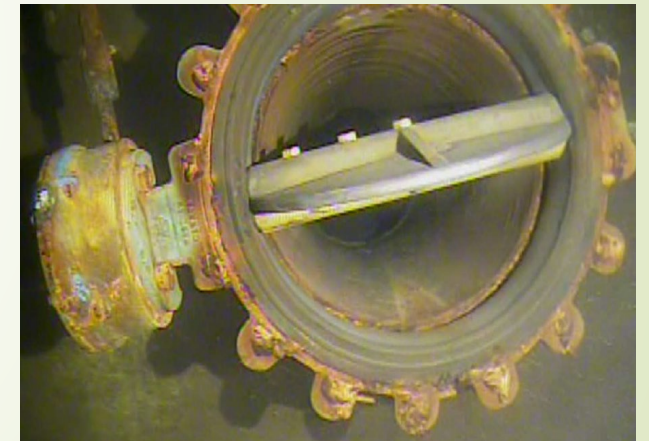
Project Description:

7.) **Water Treatment Plant (Butterfly Valve) \$12,000***

(original budget was \$25,000)

- The butterfly valve allows more water to flow to the Clearwell or can isolate the Clearwell to undertake work if necessary
- we are going to attempt to rebuild the valve first, which may result in significant cost savings
- additional valve replacement anticipated for 2025 as well

***Funded via CCBF Funding \$9,347 and Franchise Fees \$2,653**



Capital 2024

► Proposed Projects for 2024

7.) **Bentley Concrete Program Phase 4 \$50,000 budget***

The Town of Bentley is a beautiful community with amazing views of the Blindman Valley throughout town.

- Sidewalk, curb and gutter continue to age throughout the community and the Concrete Program is designed to replenish and rejuvenate aging sidewalk infrastructure in either key major traffic areas or in high-risk areas due to failure of the asset.
- Assessments were completed by the Town Foreman and in collaboration with our engineer Stantec Consulting
- Phase 4 will address the sidewalk on the north side of 50th Ave for the subway block, where there are many cracked and heaving panels. Mainstreet is important and is our central business district, having sidewalks in good shape to promote walkability is important to support the business community
- Canada Community Building Fund and Franchise Fee revenue will pay for this capital project



***Funded via Franchise Fee Revenue 2024**



QUESTIONS?



Agenda Date: May 28, 2024

Agenda Item: **New Business:**
Bylaw 247/2024 - 2024 Mil Rate Bylaw

LEGISLATIVE REQUIREMENT/AUTHORITY

WHEREAS, the Town of Bentley has prepared, and Town Council has adopted detailed estimates of the municipal revenues and expenditures for the 2024 budget year as required, at the Council budget meeting held on December 12, 2023, as well as the revised budget presented on January 9, 2024 (***including revisions based on council feedback from the December 12, 2023, meeting***). In addition, today on May 28, 2024, CAO Marc Fortais presented revisions to the 2024 budget, based on up-to-date information obtained in the 1st quarter of 2024 and has prepared detailed revised estimates of municipal revenues and expenditure as required and through the direction of Mayor and Council. As such, administration is confident that the current estimates reflect the required revenues and expenditures for the 2024 year.

WHEREAS the estimated municipal expenditures (***including policing of \$55,100***) and transfers set out in the first quarter projections for the 2024 Budget for the Town of Bentley total \$3,698,847.00 and

WHEREAS the estimated municipal revenue and transfers from all sources other than taxation is estimated at \$2,187,896.00 and the balance of \$1,198,214 (***including policing of \$55,100***) is to be raised by general municipal taxation; and

WHEREAS the estimated requisition for the.

Alberta School Foundation Fund (ASFF)

Residential/Farmland	\$ 250,394.50
Non-residential	\$ <u>57,414.52</u>

Total Estimated Alberta School Foundation Fund \$ 307,809.02

WHEREAS the Seniors Foundation requisition is.

Lacombe Seniors Foundation	\$ 8,160.00
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WHEREAS the Designated Industrial Property levy is

Designated Industrial Property \$ 128.64

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

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

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

Residential/Farmland	\$101,172,810.00
Non-residential	\$ 14,840,780.00
Machinery and Equipment	<u>\$ 376,000.00</u>
Total Municipal Assessment	\$116,389,590.00

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

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

	<u>Tax Rate</u>	<u>Assessment</u>	<u>Tax Levy</u>
General Municipal			
Residential/Farmland	9.829890 mills	\$101,172,810	\$ 994,518.00
Non-residential	13.38630 mills	\$ 14,840,780	\$ 198,663.00
Machinery and Equipment	13.38630 mills	\$ 376,000	<u>\$ 5033.00</u>
Total General Municipal (rounded)			\$1,198,214.00
ASFF – School Foundation			
Residential/Farmland	2.491170 mills	\$100,512,810	\$ 250,394.50
Non-residential	3.868700 mills	\$ 14,840,780	<u>\$ 57,414.52</u>
Total School Foundation (rounded)			\$ 307,809.02
Lacombe Foundation			
Residential/Farmland	0.0705092 mills	\$100,512,810	\$ 7087.00
Non-residential	0.0705092 mills	\$ 15,216,780	<u>\$ 1,073.00</u>
Total Lacombe Foundation (rounded)			\$ 8,160.00
Designated Industrial	0.0765000 mills	\$ 1,681,590	\$ 128.64

Total Municipal Taxes	\$1,198,214.00
Other Revenue Municipal purposes (grants, fees, charges)	<u>\$2,187,896.00</u>
Total Municipal Revenue (including Policing Cost)	\$3,386,110.00
Total Taxes collected on behalf of others	<u>\$ 316,098.00</u>
Total Revenue Collected by Town of Bentley 2024	\$3,702,208.00

SUMMARY AND BACKGROUND

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

The Town of Bentley 2024 Budget was approved by Mayor and Council at the December 12, 2023, regular meeting of council and was revised and presented to Mayor and Council again on January 9, 2024, incorporating feedback and changes requested at the December 12, 2023, Regular Meeting of Council.

The 2024 budget was also revised further incorporating up to date information from 1st quarter projections and was presented today prior to this Bylaw being considered. The revised budget has been adjusted with up-to-date information after reviewing actual expenditure up to and including May 16, 2024. In addition, the budget reflects shifting priorities such as completing a major capital upgrade of the Arena Ice Plant, due to continuing failures of the plant which was more than 50 years old. The revenue and expenditure amounts reflected in the budget and used to calculate these mil rates are based on factual information to the best of administrations knowledge. They have been reviewed and accepted by Mayor and Council as best estimates for the 2024 budget year.

The current budget and tax rate bylaw reflects Mayor and Council’s goal of holding the portion of taxes used for municipal with no increases other than increasing requisition costs such as the education tax, and a small increase to reflect actual construction assessment growth only.

A comparison of 2023 actual requisitions received and paid compared to 2024 requisitions that must be collected by the Town and remitted to Provincial and other agencies are as follows:

	2023	2024	Increase/(Decrease)
- Police Funding Model	\$ 55,100.00	\$ 55,100.00	\$ 0.00
- School Foundation	\$285,971.00	\$307,809.00	\$21,838.00
- Lacombe Foundation	\$ 7905.00	\$ 8,160.00	\$ 255.00
- Designated Industrial	\$ 110.88	\$ 128.64	<u>\$ 17.76</u>
Total Increases			\$ 22,110.76

It is administration’s recommendation that the 2024 Mil Rates be established in accordance with Bylaw 247/2024 and that this bylaw be read three times.

RATIONALE FOR RECOMMENDATION

- As the CAO for the town of Bentley, I have undertaken due diligence and have reviewed all budget estimates and have compared these to the actual expenditures (including up to May 16, 2024) for the current first quarter and into the second quarter. As well I have reviewed all active contracts, agreements, memberships, wages and salaries, cost sharing with Lacombe County etc. to ensure that the numbers represented in the approved 2024 budget are accurate and continue to be reflective of true costs.
- Taxation is impacted from both changes in assessment as well as changes to mil rates. In 2024 the overall assessment value has increased, and I have undertaken to continue to stabilize the mil rate for taxation, this in-turn has resulted in the Town of Bentley collecting only an additional \$10,000 in revenue specifically for municipal purposes (this is due to true assessment growth from building permits issued, the remainder of growth in general assessment has been offset with slight decreases in mil rates). In addition, we have lost some commercial assessment base due to two major fires, and I have tried to balance the small commercial assessment class by offsetting some of that decline in assessment and sharing that burden amongst all taxpayers.
- There has been no reduction in the provision of service levels to the Town of Bentley, and the Town continues to replace aging assets, including undertaking an \$800,000 ice plant replacement funded via grants. Where possible the town seeks grant funding to alleviate the burden on the local taxpayer.
- The Town provides services that are above standard compared to other Towns and Communities, such as the removal of snow every time Public Works Plows.
- The Town continues to absorb increased costs and inflationary increases within the town's budget based on Council Direction to hold the line on taxes. Through effective cost controls and measures we have found ways to reduce expenses, while costs continue to rise.

RECOMMENDATION:

THAT Mayor and Council give three readings to Bylaw No. 247/2023 being a bylaw establish the 2024 Mil rates for the collection of Property Taxes.

ATTACHMENTS:

1. Bylaw 247/2024 – 2024 Mil Rate Bylaw

Marc Fortais, CAO



By-law No. 247/2024

A by-law of the Town of Bentley, in the Province of Alberta, which authorizes the rates of taxation to be levied against assessable property within the Town of Bentley for the 2024 taxation year.

WHEREAS, the Town of Bentley has prepared, and Town Council has adopted detailed estimates of the municipal revenues and expenditures for the 2024 budget year as required, at the Council budget meeting held on December 12, 2023, as well as the revised budget presented on January 9, 2024 (***including revisions based on council feedback from the December 12, 2023, meeting***). In addition, today on May 28, 2024, CAO Marc Fortais presented revisions to the 2024 budget, based on up-to-date information obtained in the 1st quarter of 2024 and has prepared detailed revised estimates of municipal revenues and expenditure as required and through the direction of Mayor and Council. As such, administration is confident that the current estimates reflect the required revenues and expenditures for the 2024 year.

WHEREAS the estimated municipal expenditures (***including policing of \$55,100***) and transfers set out in the first quarter projections for the 2024 Budget for the Town of Bentley total \$3,698,847.00 and

WHEREAS the estimated municipal revenue and transfers from all sources other than taxation is estimated at \$2,187,896.00 and the balance of \$1,198,214 (***including policing of \$55,100***) is to be raised by general municipal taxation; and

WHEREAS the estimated requisition for the.

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$ 250,394.50
Non-residential	<u>\$ 57,414.52</u>
Total Estimated Alberta School Foundation Fund	\$ 307,809.02

WHEREAS the Seniors Foundation requisition is.

Lacombe Seniors Foundation	\$ 8,160.00
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WHEREAS the Designated Industrial Property levy is

Designated Industrial Property \$ 128.64

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

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

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

Residential/Farmland	\$101,172,810.00
Non-residential	\$ 14,840,780.00
Machinery and Equipment	<u>\$ 376,000.00</u>
Total Municipal Assessment	\$116,389,590.00

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

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

	<u>Tax Rate</u>	<u>Assessment</u>	<u>Tax Levy</u>
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Non-residential	13.38630 mills	\$ 14,840,780	\$ 198,663.00
Machinery and Equipment	13.38630 mills	\$ 376,000	<u>\$ 5033.00</u>
Total General Municipal (rounded)			\$1,198,214.00
ASFF – School Foundation			
Residential/Farmland	2.491170 mills	\$100,512,810	\$ 250,394.50
Non-residential	3.868700 mills	\$ 14,840,780	<u>\$ 57,414.52</u>
Total School Foundation (rounded)			\$ 307,809.02
Lacombe Foundation			
Residential/Farmland	0.0705092 mills	\$100,512,810	\$ 7087.00
Non-residential	0.0705092 mills	\$ 15,216,780	<u>\$ 1,073.00</u>
Total Lacombe Foundation (rounded)			\$ 8,160.00
Designated Industrial	0.0765000 mills	\$ 1,681,590	\$ 128.64

Total Municipal Taxes	\$1,198,214.00
Other Revenue Municipal purposes (grants, fees, charges)	<u>\$2,187,896.00</u>
Total Municipal Revenue (including Policing Cost)	\$3,386,110.00
Total Taxes collected on behalf of others	<u>\$ 316,098.00</u>
Total Revenue Collected by Town of Bentley 2024	\$3,702,208.00

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

By-law No. 247/2024 read a first time this _____ day of May 2024.

By-law No. 247/2024 read a second time this _____ day of May 2024.

By-law No. 247/2024 read a third time and passed this _____ day of May 2024.

Mayor

Chief Administrative Officer



Agenda Date: May 28, 2024

Agenda Item: **New Business:**
Bylaw 248/2024- Supplementary Assessment and Taxation of Mobile Homes Bylaw for the 2024 Tax Year

LEGISLATIVE REQUIREMENT/AUTHORITY

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

1. Definitions

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

2. Supplementary Assessment

- a) The Assessor will prepare supplementary assessments for all manufactured homes that are moved into the Town of Bentley during the 2024 calendar year.
- b) The supplementary assessment roll and the supplementary assessment notice shall be administered in accordance with Sections 315 and 316 of the Municipal Government Act.

3. Supplementary Taxation

- a) The Town of Bentley will prepare a supplementary property tax notice for all taxable manufactured homes that are moved into the Town of Bentley during the 2024 calendar year.
- b) The supplementary property tax must be pro-rated to reflect only the number of months during which the manufactured home is in the Town of Bentley.

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

SUMMARY AND BACKGROUND

As defined in the municipal government act, if a municipality wishes to require the preparation of supplementary assessments for improvements, the council must pass a supplementary assessment bylaw authorizing the assessments to be prepared for the purpose of imposing a tax under Part 10 in the same year. This bylaw can refer to all improvements or specifically to designated manufactured homes specifically. Administration recommends that a bylaw 248/2024 be read three consecutive times to allow for the preparation of supplementary assessments specifically for designated manufactured homes in the 2024 calendar year.

RATIONALE FOR RECOMMENDATION

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

RECOMMENDATION:

THAT Mayor and Council give three readings to Bylaw No. 248/2024 being a bylaw to provide for supplementary assessment and taxation of manufactured homes for the 2024 calendar year.

ATTACHMENTS:

1. Bylaw 248/2024 – Supplementary Assessment and Taxation of Mobile Homes Bylaw

Marc Fortais, CAO



By-law No. 248/2024

Being a Bylaw of the Town of Bentley, in the Province of Alberta, to provide for the supplementary assessment and taxation of manufactured homes for the 2024 calendar year.

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

1. Definitions

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

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- a) The Town of Bentley will prepare a supplementary property tax notice for all taxable manufactured homes that are moved into the Town of Bentley during the 2024 calendar year.
- b) The supplementary property tax must be pro-rated to reflect only the number of months during which the manufactured home is in the Town of Bentley.
- c) The supplementary property tax notice will be sent to the manufactured homeowner.

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

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

By-law No. 248/2024 read a first time this ____day of May 2024.

By-law No. 248/2024 read a second time this ____day of May 2024.

By-law No. 248/2024 read a third time and passed this ____day of May 2024.

Mayor

Chief Administrative Officer



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING MAY 9, 2024

DROUGHT MANAGEMENT PLAN

The Lacombe County Drought Management Plan, as developed by the Drought Management Committee received Council approval. The County Manager was directed to proceed with implementation of the Drought Management Plan.

LACOMBE REGIONAL WASTE SERVICES COMMISSION – SEASONAL LOT TIPPING FEES

The County Manager was authorized to execute a Seasonal Lot Solid Waste Tipping Fee Agreement with Lacombe Regional Waste Services Commission for the period January 1, 2025 to December 31, 2026. The agreement will be based on 345 “deemed seasonal lots”, a population density of two persons per lot, and seasonal lot occupancy being established as 40% of the year, at a total cost to the County of \$17,940.

GRAVEL INVENTORY SUMMARY

Council received an overview of the County’s Gravel Inventory Summary, including current gravel inventory, active pit boundaries, current yearly requirements, the current gravel program, exploration and purchase history, reclamation, and contracted gravel usage.

LACOMBE COUNTY BRAND

Council was provided with a history of a livestock brand that has recently been registered, in the name of Lacombe County, as an official honorary brand. The branding irons and a write-up regarding the history and significance of the brand are displayed in the lobby of the Lacombe County Administration Building.

DISCUSSION TOPICS FOR MEETING WITH RCMP DETACHMENT COMMANDERS

Council will meet with the RCMP Detachment Commanders of Bashaw, Blackfalds, Ponoka, Rimbey, and Sylvan Lake, on June 4, 2023. Council identified a list of topics for discussion at the meeting.

DISCUSSION TOPICS FOR MEETING WITH ALBERTA TRANSPORTATION AND ECONOMIC CORRIDORS

Council will meet with representatives of Alberta Transportation and Economic Corridors on June 13, 2024 to discuss matters that are relevant to Lacombe County. Council identified a list of topics for discussion at the meeting.

COUNCIL ROAD TOUR VENUE SELECTION

Council will conduct a road tour of the County on June 5th and 19th, 2024. Council finalized a list of locations they wish to visit during the tour.

BYLAW NOS. 1412/24 AND 1413/24 ANNUAL REVIEW

Bylaw No. 1412/24, a bylaw to amend the County’s Municipal Development Plan and Bylaw No. 1413/24, a bylaw to amend the County’s Land Use Bylaw, received first reading and approval to hold a public hearing. A public hearing was set for June 13, 2024 at 9:15 a.m.

BYLAW NO. 1414/24 QEII WEST AREA STRUCTURE PLAN

By resolution of Council, Bylaw No. 1414/24 QEII West Area Struct Plan received first reading and a public hearing was set for June 13, 2024 at 9:00 a.m.



WHERE PEOPLE ARE THE KEY

BYLAW NO. 1409/24 VILLAGE OF ALIX/LACOMBE COUNTY INTERMUNICIPAL DEVELOPMENT PLAN

Bylaw No. 1409/24, a bylaw of Lacombe County for the purpose of amending the Village of Alix/Lacombe County Intermunicipal Development Plan, was read a third time, and so passed by Council.

BYLAW NO. 1415/24 REGULATING AND CONTROLLING SPEED OF VEHICLES

Bylaw No. 1415/24 was presented for Council's consideration and, by resolution, received first, second, and third reading, and was passed. This bylaw pertains to regulating and controlling the speed of vehicles within Lacombe County.

SUMMER VILLAGE OF GULL LAKE: SCOTT DRIVE GATE

Doug Francouer, Mayor of the Summer Village of Gull Lake and Harold Wynne, CAO of the Summer Village of Gull Lake, provided a presentation to Council regarding a potential gate at Scott Drive. The County Manager was directed to prepare a report and recommendation regarding the proposed gate, for consideration at a future Council meeting.

CAMP LG BARNES

Dave Bayduza provided a presentation to Council on the activities and initiatives of Camp L.G. Barnes. The County Manager was directed to prepare a report and recommendation regarding County financial support for Camp L.G. Barnes.

Next Regular Council Meeting is

May 23, 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.**