



AGENDA
VILLAGE OF BERWYN
COUNCIL MEETING
December 12, 2022
BERWYN VILLAGE OFFICE COUNCIL CHAMBER
7:00 PM

1. **CALL TO ORDER** at
2. **ACCEPTANCE OF AGENDA**
ADDITIONS TO AGENDA:

CHANGES TO AGENDA:
3. **APPROVAL OF MINUTES**
3.1 Council Meeting Minutes – 3.1 Minutes of the Regular Council Meeting held November 24, 2022
4. **BUSINESS ARISING FROM THE MINUTES**
4.1
5. **PUBLIC HEARINGS**
5.1
6. **DELEGATIONS**
6.1 John McLeod – Arena update
6.2 Emergency Management – Update
7. **COMMITTEE OF THE WHOLE**
7.1 RFD – Ice Candle Festival
8. **BYLAWS**
8.1 Emergency Management Bylaw
9. **NEW BUSINESS**
9.1 Capital Projects
9.2 By-Election and Councillor Resignation
9.3 Grant Match Agreement
9.4 FCSS Programming
9.5 ABMunis Natural Gas Prices
10. **FINANCIALS**
10.1 Interim Budget
11. **CORRESPONDENCE and INFORMATION**
11.1 Help International Shelterbelt Program
11.2 ATCO – Changing poles
11.3 Coloring in break landscapes with housing
11.4 Letter from Minister Ellis
11.5 Minister Copping – Volunteer Fire Department
12. **COMMITTEE REPORTS**
12.1
13. **CHIEF ADMINISTRATIVE OFFICER REPORT**
13.1 CAO Report
14. **CLOSED SESSION**
14.1 Personnel Issues - In accordance with Part 1, Division 2 of the Freedom of Information and Protection of Privacy Act
15. **ADJOURNMENT**

**VILLAGE OF BERWYN
REGULAR COUNCIL MEETING
MINUTES
Thursday, November 24, 2022**

The regular meeting of the council of the Municipality of Berwyn was held in council chambers in the municipality office on November 24, 2022, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Steeves
Councillor Bak
Councillor Sawan

Chief Administrative Officer - Matthew Norburn
Recording Secretary - Barb Schofield

Councillor Nettelfield was unavailable

Councillor Johnson attended the meeting electronically with video conferencing software.

Kristin Dyck, Mile Zero/Banner Post Reporter, attended the meeting.

John Bak and Duane Sawan were both sworn in at 7:03 p.m.

CALL TO ORDER

The meeting was called to order at 7:04 p.m.

ACCEPTANCE OF AGENDA

RESOLUTION NO. 01-11-24-22

MOVED by Mayor Steeves that the agenda be adopted as amended.

CARRIED

Changes: 9.7 Added Update to Lac Cardinal Economic Development Board Agreement

9.1 Official Oath for new Councillors

remove 10.4 Letter to ATB Financial – Signing authority for Councillor Edmundson (Johnson)

Additions: 8.1 Procedural Bylaw updates

9.8 FCSS

9.9 Remembrance Day

11.5 Bylaw 690 Councillor Code of Conduct

14.2 Personnel - Freedom of Information Act Section 25: disclosure harmful to the economic interests of a public body.

RESOLUTION NO. 02-11-24-22

MOVED by Councillor Sawan to accept the changes and deletions to the November 24, 2022 agenda.

CARRIED

APPROVAL OF MINUTES

RESOLUTION NO. 03-11-24-22

MOVED by Mayor Steeves that the minutes of the regular meeting of council held on October 27, 2022, be adopted as amended.

CARRIED

RESOLUTION NO. 04-11-24-22

MOVED by Mayor Steeves that the minutes from the October 31, 2022, Special Meeting Be accepted as presented.

CARRIED

RESOLUTION NO. 05-11-24-22

MOVED by Mayor Steeves that the minutes from the October 27, 2022, Organizational Meeting be accepted as presented.

CARRIED

Council moved to Delegations 6.1 Neil Sandboe at 7:15 p.m.

Council moved back to 4. Business Arising from the Minutes at 7:35 p.m.

VILLAGE OF BERWYN
REGULAR COUNCIL MEETING MINUTES
October 27, 2022

DELEGATIONS

6.1 Neil Sandboe made a presentation to council.

BUSINESS ARISING FROM THE MINUTES

4.1 GOA – Alberta Human Rights

RESOLUTION NO. 06-11-24-22

MOVED by Mayor Steeves to request the administration update the Village policies to include Anti-Semitic and discrimination and put it in the staff policy. **CARRIED**

4.2 Council Appointments to Boards and Committees

RESOLUTION NO. 07-11-24-22

MOVED by Mayor Steeves to accept the appointments to Boards and Committees as amended. **CARRIED**

4.3 10 – Year Capital Plan

No motion was made. The 10 – Year Capital Plan will be reviewed and approved at our next council meeting on December 12, 2022, at 7:00 p.m.

4. Village of Berwyn Viability Plan

RESOLUTION NO. 08-11-24-22

MOVED by Mayor Steeves to accept the Village of Berwyn Viability Plan as information. **CARRIED**

PUBLIC HEARING

None

BYLAWS

8.1 Procedural Bylaw updates

RESOLUTION NO. 09-11-24-22

MOVED by Councillor Bak to challenge the position of Mayor. **CARRIED**

Mayor Steeves was against.

RESOLUTION NO. 10-11-24-22

MOVED by Councillor Johnson to challenge the position of Deputy Mayor. **CARRIED**

Mayor Steeves was against.

RESOLUTION NO. 11-11-24-22

MOVED by Mayor Steeves that the position of Mayor and Deputy Mayor be voted on once a full council is available. **CARRIED**

RESOLUTION NO. 12-11-24-22

MOVED by Councillor Bak to have the administration update the Procedural bylaw. **CARRIED**

NEW BUSINESS

9.1 Cancelled

9.2 Date for the December Council Meeting

RESOLUTION NO. 13-11-24-22

MOVED by Mayor Steeves to hold the December meeting on Monday, December 12, 2022, and no council meeting will be held on Thursday, December 8th or 22nd. **CARRIED**

9.3 Secret Santa for a Senior

RESOLUTION NO. 14-11-24-22

MOVED by Councillor Bak that the Village of Berwyn donate \$300.00 to the Secret Santa for a Senior group. **CARRIED**

9.4 MD of Peace – FCSS Programming and Funding

RESOLUTION NO. 15-11-24-22

MOVED by Councillor Bak that the Village of Berwyn refund the requested amount of \$13,353 to the MD of Peace. **CARRIED**

VILLAGE OF BERWYN
REGULAR COUNCIL MEETING MINUTES
October 27, 2022

9.5 PREDA Invoice

RESOLUTION NO. 16-11-24-22

MOVED by Mayor Steeves that invoice #642R in the amount of \$636.14 be paid to PREDA. **CARRIED**

9.6 Come Alive Gospel Music Festival 2023

RESOLUTION NO. 17-11-24-22

MOVED by Councillor Sawan to request administration respond to the email from Come Alive Gospel Music Festival 2023 received November 14, 2022, and request them to send a detailed cost.

CARRIED

9.7 Lac Cardinal Economic Development Board Agreement

RESOLUTION NO. 18-11-24-22

MOVED by Councillor Bak that the Village of Berwyn enter into a one-year agreement with Lac Cardinal Economic Development Board. **CARRIED**

9.8 FCSS

RESOLUTION NO. 19-11-24-22

MOVED by Councillor Bak to have the CAO from the Village of Berwyn and the Town of Grimshaw prepare an agreement regarding delivery of the FCSS programming in the Village of Berwyn. **CARRIED**

9.8 Remembrance Day

RESOLUTION NO. 20-11-24-22

MOVED by Mayor Steeves that we draft a letter of apology to the Grimshaw Legion Branch #253. **CARRIED**

Heather Fawcett joined the meeting at 7:59 p.m. and left at 8:43 p.m.

FINANCIALS

10.1 Budget Variance Report

RESOLUTION NO. 21-11-24-22

MOVED by Councillor Sawan to accept the Budget Variance Report as presented. **CARRIED**

10.2 Cheque Report - Last cheque #16426

RESOLUTION NO. 22-11-24-22

MOVED by Councillor Sawan to accept the Cheque Report as presented.

CARRIED

10.3 Cash Position Report

RESOLUTION NO. 23-11-24-22

MOVED by Mayor Steeves to accept the Cash Position Report as presented.

CARRIED

CORRESPONDENCE and INFORMATON

11.1 NWST Charitable Foundation

RESOLUTION NO. 24-11-24-22

MOVED by Councillor Sawan to accept the NWST Charitable Foundation as information. **CARRIED**

11.2 Joint Meeting with Peace River School Division

RESOLUTION NO. 25-11-24-22

MOVED by Mayor Steeves to have the administration respond to the email from Peace River School Division informing them that we will have CAO Norburn and a representative from the council attend the meeting on February 1, 2023.

CARRIED

11.3 MD of Peace 2022 Organizational Meeting Appointments

RESOLUTION NO. 26-11-24-22

MOVED by Mayor Steeves to accept the 2022 Representatives to the Lac Cardinal

VILLAGE OF BERWYN
REGULAR COUNCIL MEETING MINUTES
October 27, 2022

Inter-Municipal Cooperative Committee as information.

CARRIED

11.4 Alberta Municipalities Villages West Update

RESOLUTION NO. 27-11-24-22

MOVED by Mayor Steeves to accept the letter from Angela Duncan, Mayor, of Alberta Beach as information.

CARRIED

11.5 Bylaw 690 Councillor Code of Conduct

RESOLUTION NO. 28-11-24-22

MOVED by Mayor Steeves to table Bylaw 690 Councillor Code of Conduct until the December 12, 2022, Council Meeting.

CARRIED

COMMITTEE REPORTS

12.1 None

CHIEF ADMINISTRATIVE OFFICER and DEPARTMENT REPORTS

13.1 CAO Report

RESOLUTION NO. 29-11-24-22

MOVED by Councillor Bak to accept the verbal report from CAO Norburn.

CARRIED

No questions from Kristin Dyck, Mile Zero/Banner Post Reporter.

Kristin Dyck, Mile Zero/Banner Post Reporter, Recorder, Barb Schofield and delegate, Neil Sandboe left the meeting at 8:55 p.m.

CLOSED SESSION

14.1 Human Resources

14.2 Acting CAO

RESOLUTION NO. 30-11-24-22

MOVED by Mayor Steeves to enter into a Closed Session In accordance with Part 1, Division 2 of the Freedom of Information and Protection of Privacy Act and Section 25: disclosure harmful to the economic interests of a public body at 8:57 p.m.

CARRIED

RESOLUTION NO. 31-11-24-22

MOVED by Mayor Steeves to come out of the Closed Session at 9:26 p.m. **CARRIED**

RESOLUTION NO. 32-11-24-22

MOVED by Councillor Sawan to have Mayor Steeves consult with a lawyer regarding CAO contract.

CARRIED

ADJOURNMENT

Being that agenda matters have been concluded the meeting adjourned at 9:30 p.m.

These minutes approved this _____ day of _____, 2022

Mayor
Kim Steeves

Acting Chief Administrative Officer
Kelly Bunn

VILLAGE OF BERWYN

Administrative Report

Council Meeting Date: December 12th, 2022

Topic: Ice Candle Festival

Background: Administration is looking into hosting an Ice Candle Festival on a to-be-determined weekend over the winter months. Public works staff can prepare some ice candles but we will be relying on members of the public to make ice candles and drop them off along with a candle.

A driveable route can be created by the ballparks in Berwyn where the ice candles will be displayed. This will be a great opportunity to attract visitors to Berwyn and encourage both residents and non-residents to take part.

There would be very little cost associated with this event, however, this will take some time away from Public Works staff to prepare the area.

Recommendation: That council share their thoughts on the idea.

A BYLAW OF THE VILLAGE OF BERWYN IN THE PROVINCE OF ALBERTA

"MUNICIPAL EMERGENCY MANAGEMENT BYLAW"

WHEREAS the Council of the Village of Berwyn is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000 (current as of June 19, 2007), to appoint an Emergency Management Committee and to establish and maintain a Municipal Emergency Management Agency; and

WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

NOW, THEREFORE, THE COUNCIL OF THE VILLAGE OF BERWYN, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the Municipal Emergency Management Bylaw.
2. In this Bylaw,
 - (a) "Act" means the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000;
 - (b) "Council" means the Council of the Village of Berwyn;
 - (c) "disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property;
 - (d) "Emergency Management Committee" means the committee established under this Bylaw;
 - (e) "emergency" means a present or imminent event that requires prompt co-ordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;
 - (f) "Minister" means the Minister charged with administration of the Act;
 - (g) "Municipal Emergency Management Agency" means the agency established under this Bylaw; and
 - (h) "Municipal Emergency Plan" means the emergency plan prepared by the Director of Emergency Management to co-ordinate response to an emergency or disaster.
3. There is hereby established an Emergency Management Committee to advise Council on the development of emergency plans and programs.
4. There is hereby established a Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 12 of this Bylaw.
5. Council shall
 - (a) by resolution, appoint 2 of its members to serve on the Emergency Management Committee;
 - (b) by resolution, on the recommendation of the Emergency Management Committee, appoint a Director of Emergency Management;
 - (c) ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Village of Berwyn;
 - (d) approve the Village of Berwyn's emergency plans and programs; and
 - (e) review the status of the Municipal Emergency Plan and related plans and programs at least once each year.
6. Council may
 - (a) by Bylaw borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
 - (b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.
7. The Emergency Management Committee shall
 - (a) review the Municipal Emergency Plan and related plans and programs on a regular basis; and
 - (b) advise Council, duly assembled, on the status of the Municipal Emergency Plan and related plans and programs at least once each year.
8. The Municipal Emergency Management Agency shall be comprised of one or more of the following:
 - (a) the Director of Emergency Management / Chief Administrative Officer;

- (b) the Director of Community Services;
- (c) the Public Works Foreman;
- (d) the Fire Chief or designate;
- (e) a member of the R.C.M.P. detachment;
- (f) representative(s) from adjacent communities which have entered into mutual aid agreements;
- (g) representative(s) from local business or business associations (e.g. Chamber of Commerce);
- (h) representative(s) from local industry or industrial associations;

9. The Director of Emergency Management shall

- (a) prepare and coordinate the Municipal Emergency Plan and related plans and programs for the Village of Berwyn;
- (b) act as director of emergency operations, or ensure that someone is designated under the Municipal Emergency Plan to so act, on behalf of the Municipal Emergency Management Agency; and
- (c) co-ordinate all emergency services and other resources used in an emergency; or
- (d) ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c).

10. The power to declare or renew a state of local emergency under the Act, the powers specified in Section 12 of this Bylaw, and the requirement specified in Section 15 of this Bylaw, is hereby delegated to the Mayor, in his or her absence the Deputy Mayor, and in his or her absence any two members of Council. These persons may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.

11. When a state of local emergency is declared, the person[s] making the declaration shall

- (a) ensure that the declaration identifies the nature of the emergency and the area of the Village in which it exists;
- (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
- (c) forward a copy of the declaration to the Minister forthwith.

12. Subject to Section 15, when a state of local emergency is declared, the person[s] making the declaration may

- (a) cause the Municipal Emergency Plan or any related plans or programs to be put into operation;
- (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
- (c) authorize or require any qualified person to render aid of a type he or she is qualified to provide;
- (d) control or prohibit travel to or from any area of the Village;
- (e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the Village;
- (f) cause the evacuation of persons and the removal of livestock and personal property from any area of the Village that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
- (g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
- (h) cause the demolition or removal of any trees, structures or crops if the Director of Emergency Management states that such demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
- (i) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the Village for the duration of the state of emergency;
- (j) authorize the conscription of persons needed to meet an emergency; and
- (k) authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.

13. When a state of local emergency is declared,

- (a) neither Council nor any member of Council, and
- (b) no person appointed by Council to carry out measures relating to emergencies or disasters,

are liable in respect of damage caused through any action taken under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

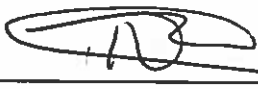
14. Notwithstanding Section 13,
 - (a) Council and any member of Council, and
 - (b) any person acting under the direction or authorization of Council, is liable for gross negligence in carrying out their duties under this Bylaw.
15. When, in the opinion of the person[s] declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.
16. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when
 - (a) a resolution is passed under Section 15;
 - (b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
 - (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - (d) the Minister cancels the state of local emergency.
17. When a declaration of a state of local emergency has been terminated, the person[s] who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
18. Bylaw No. 480 and Bylaw No. 376 are hereby rescinded.

This Bylaw comes into force on the day it is finally passed.

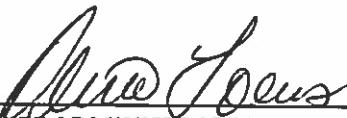
Read a first time this 28th day of January, 2016.

Read a second time this 11th day of February, 2016.

Read a third time and finally passed this 11th day of February, 2016.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: Emergency Management Bylaw

Background: After a visit by the Regional Field Officer – Northwest Region of the Alberta Emergency Management Agency they have recommended that the Village update its Emergency Management Bylaw.

They have provided a template for implementing a suitable Emergency Management Bylaw for the Village.

CAO Recommendation: That council review and approve the new Emergency Management Bylaw which will rescind the previous Emergency Management Bylaw #629

Attachments:

1. Bylaw 629
2. Proposed Bylaw #697

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications:

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
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**Chief Administrative
Officer:**

Date:

Emergency Management Bylaw #697

Bylaw Statement:

A Bylaw of *The Village of Berwyn*, in the Province of Alberta for the purpose of establishing an Emergency Advisory Committee and Emergency Management Agency.

WHEREAS the *The Village of Berwyn* is responsible for the direction and control of its emergency response and is required under the *Emergency Management Act*, Chapter E-6.8, RSA 2000, to appoint a Director of Emergency Management, a Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency.

WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed, such an agency be established and maintained to carry out Council's statutory powers and obligations under the said *Emergency Management Act*

THEREFORE, be it resolved that the Council of *The Village of Berwyn* in the Province of Alberta, duly assembled hereby enacts as follows:

INTERPRETATION

1. Headings in this Bylaw are for reference purposes only.
2. Words in the masculine gender will include the feminine and other genders whenever the context so requires and vice versa.
3. Words in the singular shall include the plural or visa versa whenever the context so requires.

DEFINITIONS

1. This Bylaw shall be cited as the "Emergency Management Bylaw"

2. In this Bylaw the following words and terms shall have the following meanings:

- a. **"Act"** means the *Emergency Management Act*, RSA 2000, Chapter E6-8;
- b. **"Council"** means the Council of *The Village of Berwyn*
- c. **"Deputy Director of Emergency Management"** (DDEM) means the person responsible for duties of the Director of Emergency Management in their absence;
- d. **"Director of Emergency Management"** (DEM) means the person appointed by of Council through this bylaw, who shall be responsible for the municipality's Emergency Management Program;
- e. **"Disaster"** means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property or the environment;
- f. **"Emergency"** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment;
- g. **"Emergency Advisory Committee"** (the Committee) means the committee appointed by Council through this bylaw to advise the Emergency Management Agency and to report to Council on the state of *The Village of Berwyn's* Emergency Program;
- h. **"Emergency Management Agency"** (the Agency) means the Emergency Management Agency as established by this bylaw;
- i. **"Emergency Plan"** (the Plan) means the Emergency Plan prepared under the direction of the Director of Emergency Management to co-ordinate the response to an emergency or disaster
- j. **"Evacuation Order"** means the order to evacuate persons, the removal of livestock and personal property from an identified area during a state of local emergency or state of emergency;

- k. **"Incident Commander"** means the person appointed by the DEM to manage the response to an emergency or disaster;
 - l. **"Local Authority"** means Council, where a municipality has a council within the meaning of the *Municipal Government Act*, Chapter M-26, RSA 2000;
 - m. **"Minister"** means the Minister charged with the administration of the Act; and
 - n. **"Municipality"** means *The Village of Berwyn*;
3. Council establishes the Emergency Advisory Committee to advise Council on the development of emergency plans and programs and to provide guidance and direction to *The Village of Berwyn's* Emergency Management Agency.
4. The Committee shall:
- a. consist of all of council Quorum shall be 3 Quorum during an Emergency whoever is available
 - b. The Mayor shall chair the committee;
 - c. advise on the development of emergency plans and programs to address potential emergencies or disasters in *The Village of Berwyn*;
 - d. advise Council, duly assembled, on the status of the emergency plans and programs at least once each year;
 - e. meet twice a year and shall have the option of calling special meetings on an as-needed basis. The DEM or his alternate, as requested, shall attend all meetings. In the event of a pending or imminent emergency, no notice shall be required to call a special meeting of the Committee. All members shall use their best efforts to be present at all meetings despite no notice having been provided;
 - f. the agenda for all upcoming regular meetings of the Committee shall be distributed to all members a minimum of one (1) week prior to the scheduled date of the meeting. Minutes shall be kept at each of the Committee meeting and shall be circulated to all Committee members and the DEM within fourteen (14) days of the meeting;

- g. meetings may be held through the use of a conference telephone or similar communications equipment such as email, instant messaging so long as all members participating in such meeting can communicate with one another at the time of such meeting. Participation in such a meeting constitutes presence in person at such meeting. Each person participating in the meeting shall sign the minutes thereof, which may be in counterparts. Approval of said meeting may be accomplished via email.

5. Outside of Emergency or Disaster events the purpose of the Committee is to:

- a. advise on the development of emergency plans and programs;
- b. review Emergency Program progress annually and set priorities for the following year;
- c. complete training as required;
- d. recommend entering into agreements as appropriate to increase local capacity to respond to emergencies and disasters; and
- e. provide guidance and direction to the Agency.
- f. Appoint DDEMs, as necessary, to assist the DEM in the performance of their duties.

6. During an Emergency or Disaster, the purpose of the Committee is to:

- a. support the DEM, DDEM or alternate in the management of the emergency response and provide strategic direction as required;
- b. in accordance with section 15 of this bylaw, declare, renew or terminate a state of local emergency;
- c. in consultation and coordination with the Incident Commander, through the DEM, DDEM or alternate, Committee members may be requested to:
 - i. assist with keeping the community informed using established key messages;
 - ii. serve as a spokesperson if required;
 - iii. engage with other levels of government for financial and resource support;
 - iv. provide briefings to other levels of government; and

v. authorize major expenditures as required.

7. Council delegates the following powers and duties to the Committee:

- a. advise on the development of emergency plan and programs;
- b. in accordance with section 15 of this bylaw, declare, renew or terminate a state of local emergency for part or all of *The Village of Berwyn*;
- c. set priorities for the Emergency Program;
- d. enter into emergency management agreements with another regional group or single municipality.
- e. create policies relating to the emergency preparedness, response, and the operation of the Agency.

8. Council maintains the authority to:

- a. approve emergency plans and programs;
- b. appoint the Chief Administrative Officer;
- c. set the budget for Emergency Management in *The Village of Berwyn*; and
- d. approve this Bylaw.

9. Council shall:

- a. by resolution, appoint the members of the Emergency Advisory Committee;
- b. provide for the payment of expenses of its member(s) of the Committee; and

10. Council may:

- a. By bylaw that is not advertised, borrow, levy, appropriate and expend all sums required for its share of the operation of the Agency; and
- b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs.

11. Council establishes the Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligation under the Act. This does not include the power to declare, renew or terminate a state of local emergency.
12. Council appoints the CAO to be the Director of Emergency Management (DEM) for *The Village of Berwyn*.
13. The Agency shall be comprised of the following persons:
 - a. The DEM and any DDEMs appointed;
 - b. the Northwest Alberta Field Officer(s) of the Alberta Emergency Management Agency;
 - c. The RCMP Detachment Commander;
 - d. The Public Works Lead Hand;
 - e. The District Manager of EMS from Alberta Health Services;
 - f. The Superintendent of the School Division
 - g. The Fire Chief
 - h. the DEM or DDEMs may request any persons to join or advise the Agency at meetings, activities or in the preparing or implementation of the Emergency Plan for each period of time that the Agency deems appropriate.
14. The Agency will:
 - a. prepare and administer the emergency plans and program for *The Village of Berwyn* and present them to the Emergency Advisory Committee at least annually for approval;
 - b. review the plans and program on a regular basis;
 - c. act as the appointed agent in exercising the Council's powers and duties under the Act;
 - d. coordinate all emergency services and other resources used in an Emergency;
 - e. ensure that one of the DEMs, DDEMs or alternate is designated to discharge the responsibilities of the Agency;

- f. meet a minimum of twice a year. Additional meetings may be called by the DEM;
- g. use the command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency;
- h. meetings may be held through the use of a conference telephone or similar communications equipment such as email, instant messaging so long as all members participating in such meeting can communicate with one another at the time of such meeting. Participation in such a meeting constitutes presence in person at such meeting. Each person participating in the meeting shall sign the minutes thereof, which may be in counterparts. Approval of said meeting may be accomplished via email.

State of Local Emergency

- 15. In the event of an Emergency within the boundaries of *The Village of Berwyn* the authority and powers to declare, renew or terminate a state of local emergency under the Act, the authority and powers specified in Section 20 of this Bylaw, and the requirement specified in Section 18 of this Bylaw are hereby delegated to the Emergency Advisory Committee. The Committee may at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency. For clarity, the declaration of a State of Local Emergency would be during an emergency and therefore the quorum for the committee would be as per section 4(a) of this bylaw.
- 16. When a state of local emergency is declared, the Committee making the declaration shall:
 - a. ensure that the declaration identifies the nature of the Emergency and the area in which it exists;
 - b. cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
 - c. as needed and subject to the Act, ensure the declaration of a state of local emergency is renewed every seven (7) days until the Emergency has passed; and
 - d. forward a copy of the declaration to the Minister forthwith.

This section also applies to any renewal of a state of local emergency.

17. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
 - a. a resolution is passed under Section 18 of this Bylaw;
 - b. a period of seven (7) days has lapsed since it was declared, unless it is renewed by resolution; or
 - c. the Minister cancels the state of local emergency for the affected area.
18. When, in the opinion of the Committee, an emergency no longer exists, the Committee shall, by resolution, terminate the declaration.
19. When a declaration of a state of local emergency has been terminated by resolution or lapse of time or cancelled by the Minister, the Committee shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
20. Subject to Section 15 of this Bylaw, the Committee has declared a state of local emergency, the Agency may at any time, in accordance with the Act and related plans or programs may, for the duration of that state of local emergency, do all acts and take all necessary proceedings in the area under a state of local emergency in accordance with the section 24 of the Act.
21. In accordance with Section 19.1 of the Act, if an Evacuation Order is made, every person within the area that is the subject of the Evacuation Order must leave:
 - a. immediately; or
 - b. if a deadline for evacuation is specified in the Evacuation Order, by the deadline.
22. Section 21 of this Bylaw does not apply to a person acting under the direction of a person exercising powers under Section 20 of this Bylaw, as long as there is a plan for safely evacuating that person in a timely manner and the means are available to carry out the plan.
23. In accordance with Section 28 of the Act, no action lies against *The Village of Berwyn* or person acting under *The Village of Berwyn* direction or authorization for anything done or omitted to be done in good faith while carry

out a power or duty under this Act or in the regulations during a state of local emergency.

24. In accordance with Section 535(1) of the *Municipal Government Act* Councilors, Council committee members, municipal officers and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under the *Municipal Government Act* or any other enactment.

25. Should any provisions of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the bylaw and the remainder shall remain in force and be binding as though such provision had not been invalid.

SEVERABILITY

Each Section of this Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section or Part of this Bylaw be found to have been improperly enacted for any reason, then such Section or Part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

EFFECTIVE DATE

1. Bylaw 629 and amendments thereto be hereby rescinded.

2. This Bylaw shall come into force and effect on the _____ of _____, 202__.

Read the FIRST time on _____ of _____, 202__

Read a SECOND time on _____ of _____, 202__

Read a THIRD and FINAL time on _____ of _____, 202__

MAYOR

CHIEF ADMINISTRATIVE OFFICER

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: Capital Projects

Background: The directives of the Ministerial Order require updates for the 10-year capital plan and budget for its implementation, and for the action plan developed by the council.

Municipal requires yearly updates on what projects were undertaken and what the funding sources were. A Municipal Affairs noted that many of the projects show n/c. The village should explain how they will be handled, or provide a rationale as to why they may not be undertaken. This is part of the prioritizing, but council should be able to say why something may be postponed or cancelled, and how it impacts the people.

The purpose of the 10-year plan following a viability review, and similar to the MGA requirement for a 5-year capital plan, is to cause councils to seriously consider and prioritize the infrastructure replacements needed for the community, and to clearly determine the funding sources to be used, especially if revenue needs to be built up for major projects, through increased taxation or utility fees.

The previous capital plan (attached) was too costly and unattainable for the Village. With consultation with staff and an engineer this capital projects list was redone to deal with the issues in an affordable and manageable way for the Village.

CAO Recommendation: That council approves the new 10 year capital plan to submit to Municipal Affairs.

Attachments:

1. New Proposed Capital Plan
2. Current Capital Plan

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications:

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative
Officer:

Date:

Village of Berwyn Proposed Capital Project Plan 2023-2026

Total Program 2023-26
\$980,000.00

Year	Work Item Description	Estimated Cost
2023	Inspection of manholes 2, 3, 4, 20, 28, 30, and 31 to determine needed repairs and/or replacement priority. Repair as required.	\$10,000.00
2023	Implement curb watercock locating and valve exercise program	\$5,000.00
2023	Inspection of sidewalks to determine tripping hazards and other safety issues, and deterioration. Develop replacement and/or repair strategy. Repair as needed	\$10,000.00
2023	ACP patching throughout Village. Work to be done by Village crew. ACP supply from Alberta Transportation project planned nearby	\$75,000.00
2024	Rehabilitate septic lines as determined from 2023 inspection.	\$50,000.00
2024	Selective rehabilitation of concrete sidewalks	\$25,000.00
2024	Selective replacement of 4 manholes identified in 2023 inspection	\$80,000.00
2025	Major septic system rehabilitation. Replace 6 manholes, replace/line 150 linear metres of septic line, replace 47th Street trunk main.	\$325,000.00
2026	Water distribution system rehabilitation. Replace valve saddles and lines identified from location and exercise program as needing replacement	\$250,000.00
2026	Roadway pavement preservation and selective repair. ACP patching and application of asphalt slurry seal.	\$150,000.00

2023 Total
\$100,000.00

2024 Total
\$155,000.00

2025 Total
\$325,000.00

2026 Total
\$400,000.00

TABLE 3
VILLAGE OF BERWYN
10-YEAR CAPITAL PLAN - ROADS

Year	Location	Surface Wear Condition	Road Surface Stability	Rehabilitation Plan	Budget	Status
2017	- 52nd Avenue; 50m West 50th Street	- Moderate	- Failures due to heavy loading			
	- 51st Street; 51st Avenue to 52nd Avenue	- Moderate	- Failures due to utility repair and Asphalt Lift Separation	- Rehabilitate Concrete	\$322,000.00	N/C
	- 51st Avenue; East of 51st Street to Lane	- Moderate	- Failures due to heavy loading and poor drainage	- Base Repairs & Asphalt Overlays		N/C
2017 Cold-Mix						N/C
	- 52nd Avenue; 51st Street West to Village Limits	- Gravel Surfacing				N/C
	- 48th Avenue; 50th Street to 52nd Street	- Gravel Surfacing				N/C
	- 49th Avenue; 50th Street to 52nd Street	- Gravel Surfacing	- Gravel - Poor Drainage at swaled intersections	- Build Crown & Cold-mix Asphalt	\$257,000.00	N/C
	- 51st Street; 48th Avenue to 49th Avenue	- Gravel Surfacing				N/C
	- 52nd Street; 48th Avenue to 50th Avenue	- Gravel Surfacing				
2018	- 51st Street; 50th Avenue to 51st Avenue	- Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking	- Rehabilitate Concrete		N/C
	- 50th Avenue; 50th Street to 51st Street	- Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking	- Base Repairs & Asphalt Overlays	\$394,000.00	N/C
	- 55th Avenue; 50th Street to 51st Street	- Moderate	- Failures due to heavy loading & poor drainage			N/C
2019						
2020						
2020 Cold-Mix	- 52nd Avenue; 51st Street to 50m West of 50th St.	- Moderate	- Little to no failures	- Rehabilitate Concrete	\$141,000.00	N/C
	- 51st Avenue; 50th Street West to Lane	- Moderate	- Little to no failures	- Base Repairs & Asphalt Overlays		N/C
						N/C
	- 48th Avenue; Lane West of 49th Street to 47th St.	- Gravel Surfacing				N/C
	- 49th Avenue; 50th Street to 47th Street	- Gravel Surfacing				N/C
	- 48th Street; 48th Avenue to 49th Avenue	- Gravel Surfacing	- Gravel - Poor Drainage at swaled intersections	- Build Crown & Cold-mix Asphalt	\$226,000.00	N/C
	- 49th Street; 48th Avenue to 50th Avenue	- Gravel Surfacing				N/C
	- 52nd Avenue; Village Limits to West of MD Office	- Gravel Surfacing				N/C
2021	- 50th Avenue; Highway #2 to 50th Street	- Moderate to Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking. Few failures	- Rehabilitate Concrete, Base Repairs & Asphalt Overlay	\$312,000.00	
2021	55th Avenue West of 50th Street - alligator cracking	Severe	pavement failure	Take advantage of Hwy # 2 paving adjacent to Village	\$44,000.00	
2021	Pavement repair 50th Street, 50th Avenue, 51 St. & 51 Avenue	Severe to moderate	Pavement repair due to excavations	Take advantage of Hwy # 2 paving adjacent to Village	\$53,923.00	
2021	Sidewalk repair & replacement	Severe to moderate	Repair & replace public sidewalks, as per MMSA report	Municipal Stimulus project - job creation	\$98,952.00	
2022	- 50th Street; 20m south of 50th Avenue & south to Village Limits	- Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking. Few failures	- Base Repairs & Asphalt Overlays	\$184,000.00	
2022 Cold-Mix	- 50th Street; 55th Avenue North to Village Limits	- Gravel Surfacing				
	- 49th Street; 50th Avenue to 53rd Avenue	- Gravel Surfacing				
	- 47th Street; 50th Avenue to 51st Avenue	- Gravel Surfacing	- Gravel - Poor Drainage at swaled intersections	- Build Crown & Cold-mix Asphalt	\$284,000.00	
	- 51st Avenue; 50th Street to 47th Street	- Gravel Surfacing				
	- 52nd Avenue; 50th Street to 49th Street	- Gravel Surfacing				
	- 53rd Avenue; 50th Street to 46th Street	- Gravel Surfacing Over Asphalt				
2023	- 50th Street; 52nd Avenue to 55th Avenue	- Moderate to Severe	- Failures due to heavy loading and poor drainage			
	- 51st Street; 54th Avenue to 54th Avenue	- Moderate	- Few failures	- Rehabilitate Concrete & Asphalt Overlay	\$379,000.00	
	- 54th Avenue; 50th Street to 51st Street	- Moderate	- Few failures			
2024	- 50th Street; 20m South 50th Avenue to 52nd Avenue	- Mild	- Few failures	- Base Repairs & Asphalt Overlay	\$141,000.00	
2025	- 50th Avenue; 51st Street to 52nd Street	- Slight	- Little to no failures	-Rehabilitate Concrete & Asphalt Overlay	\$121,000.00	
	- 51st Street; 54th Avenue to 55th Avenue	- Mild	- Few failures			
2026	- 47th Avenue; 48th Street to 49th Street	- Gravel Surfacing		- New Rolled Concrete Curb & Gutter		
	- 48th Street; 47th Avenue to 48th Avenue	- Gravel Surfacing	- Gravel - Poor Drainage / no curbs	- Hot-mix Asphalt Pavement		
	- 49th Street; 47th Avenue to 48th Avenue	- Gravel Surfacing	-		\$312,000.00	N/C
Estimated Cost for 10-Year Plan					\$3,269,875.00	

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: By Election

Background: Due to the recent resignation of Councillor Nettelfield, the Village is required to hold a By Election to fill that position before April 4th 2023.

The administration is recommending council set the following days for the next election.

The nomination Period Begins, on December 13th, 2022

Nomination Day, January 16th, 2023

Election Day February 13th, 2023

Council will also need to appoint a returning officer for the By -election

CAO Recommendation: That council approves the suggested dates for a By-Election and appoints the CAO, Matthew Norburn as the Returning Officer.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications: minimal

Alternative Options:

1. That council accepts for information.
2. That council chooses another date for the By-election

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

**Chief Administrative
Officer:**

Date:

Brianne Nettelfield
Box 182
Berwyn, AB
T0H 0E0

December 5th, 2022

Dear Village Council and community members,

Please accept my resignation as a Councillor for the Village of Berwyn. I am grateful for the opportunity to serve our Village for these past few years. It is unfortunate timing because I was very excited about our key role in forming the regional Mental Health Taskforce and look forward to hearing about the great work they will do. Berwyn will always be dear to my heart as the community I spent my formative years in and lived in when my daughter was born.

Personal changes have necessitated that I move on from Berwyn. The timing is also right for my resignation as changes in Administration and Council have made remaining on Council impossible. I sincerely hope that your new Councillors can encourage an environment where all members are treated fairly, respectfully, and kindly - where personal feelings and opinions are put aside so that everyone is able to do their jobs to the best of their abilities - where bullying is not tolerated. I hope that the Council can support an Administration that is ethical, transparent, and genuine. I hope that the Administration communicates frequently and openly with citizens, with integrity. I hope that if these things are not achieved, that the people of the Village will use their voices and speak up.

Sincerely,

Brianne Nettelfield

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: Grant Match Agreement

Background:

Grant Match is an organization that works with municipalities across the country in order to help them successfully achieve grants. They work with a lot of small communities where they do not have the resources to take on these tasks themselves.

Grant Match charges a fee for any successful grants to attain, however, there are no fees if no grants are received. Taking part in this program it will allow the Village to have access to a strong team that specializes in attaining grants for small communities.

CAO Recommendation: The council directs the administration to sign the agreement with Grant Match.

Attachments

1. Grant Match Agreement
2. Grant Match Slide Information
3. Green and Inclusive Communities Info

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications: N/A

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative

Date:

Officer:

THIS AGREEMENT made as of the 29thth day of November, 2022 (the "Agreement"),

Between:

GrantMatch Corp.
(hereinafter called "GrantMatch")
-and-
Village of Berwyn
(hereinafter called "the Client")

THIS AGREEMENT WITNESSES that in consideration of the covenants and agreements herein contained the parties hereto agree as follows:

1. **Services:** GrantMatch will develop and manage a proactive Government Funding application process which includes grant identification, funding program matching, grant strategy development, funding application development and writing, and compliance reporting support. GrantMatch is permitted to review the Client's relevant records and discuss with relevant staff (as directed by Client) in order to determine what, if any, possibility exists of securing Government Funding. The Client agrees to provide access to all the relevant supporting documentation necessary to complete the work in a timely manner. For example, the following types of information will be requested in order to make application submissions: Business Numbers, Articles of Incorporation, Financial Statements, Equipment Quotes Etc.
2. **GrantMatch Involvement:** The Client and GrantMatch agree to proceed with a review of the Client's existing and future projects with respect to potential filings. The Client retains the sole right to determine whether it will involve GrantMatch in a specific Government Funding Application. Upon confirmation by Client, via email, that GrantMatch will be involved in filing a Government Funding Application, GrantMatch shall be entitled to fees in accordance with Section 3 of this Agreement.
3. **Service Fees:** In consideration of GrantMatch providing the above services, the Client will pay, per funding application approved by the government, or government agency, a tiered percentage, plus applicable sales taxes, as follows:
 - i) **10%** on the first \$1,000,000 of Government Funding approved; and
 - ii) **5%** on the remaining Government Funding approved, greater than \$1 million

Fees will be invoiced upon receipt of written funding approval. Client will retain a 25% holdback, which will be invoiced upon the first receipt of government funding.

The first round of compliance reporting is included in the above success fee rate. Should the Client require subsequent compliance reporting, GrantMatch fees will be charged at a rate of \$100/hr.

Invoices are due within 15 days of invoice date. Invoices outstanding beyond 30 days will incur interest at the rate of 2% per month.

4. **No Recovery:** In the event no Government Funding approval is obtained through the above services of GrantMatch, no fee shall be due or payable by the Client to GrantMatch.
5. **Confidentiality:** GrantMatch shall keep confidential all information disclosed by the Client and use information solely for the services provided hereunder. The Client agrees to keep confidential the terms of this Agreement as they relate specifically to fee structures, amounts and rates, as applicable.

Client Initial

-
6. **Disclosure:** GrantMatch is permitted to use the Client's logo on GrantMatch marketing materials and communicate that the Client has utilized GrantMatch services. Should there be an opportunity for additional marketing material development that specifically involves the Client, GrantMatch will involve and seek approval prior to marketing distribution (i.e. Letters of Reference/Support, Success Stories, or Feature Articles).
7. **Errors & Omissions:** GrantMatch agrees to partner with the Client by providing ongoing grant management services for the term of the Agreement. GrantMatch will not be responsible for errors or omissions and expressly disclaims any and all liability in connection with the use of these services. GrantMatch does not guarantee all funding programs will be identified and/or pursued. GrantMatch will complete best efforts to maximize the Client's total Government Funding.
8. **Agreement Term:** The Client and GrantMatch agree that the initial term of this Agreement is two (2) years from the date of this agreement, which shall automatically renew on an annual basis unless terminated in writing by either GrantMatch or the Client with 30 days prior written notice to the other party. If GrantMatch is actively developing a funding application, GrantMatch shall be permitted to complete the application until it is filed and earn the associated service fees specified in clause 3.
9. **Miscellaneous**
- a. **Benefit of Agreement.** This Agreement shall inure to the benefit of and be binding upon the successors, assigns, administrators and legal personal representatives of the Client and GrantMatch, respectively.
 - b. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and cancels and supersedes any prior understandings and agreements between the parties hereto with respect thereto. There are no representations, warranties, forms, conditions, undertakings or collateral agreements, express implied or statutory between the parties other than as expressly set forth in this Agreement.
 - c. **Assignment.** This Agreement may be assigned by GrantMatch upon approval from Client, which will not be unreasonably withheld. All or part of this Agreement may be assigned by the Client to any person who acquires all or part of the Client's business and such assignee may enforce this Agreement as if such assignee was a party hereto.
 - d. **Severability.** If any provision of this Agreement is determined to be invalid or unenforceable in whole or in part, such invalidity or unenforceability shall attach only to such provision or part thereof and the remaining part of such provision and all other provisions hereof shall continue in full force and effect.
 - e. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.

AUTHORIZED SIGNATURE FOR THE CLIENT

AUTHORIZED SIGNATURE OF GRANTMATCH

NAME, TITLE

NAME, TITLE

Appendix A

Government Funding:

Government Funding is defined as, but is not limited to: government grants, non-repayable contributions, tax incentives, and tax credits.

Funding Approval:

Funding Approval is defined as written approval from a government authority that specifies the approved amount.

Government Failed Projects:

Should the funding not be received as a result of the Government not fulfilling its obligations as specified in the contribution agreement, the associated service fees will be based on the Client's received amounts and a balance of payments will occur if necessary.

Contingency Free Funds:

Notwithstanding any other clause in this Agreement, in the event that GrantMatch identifies Government Funding for the Client where the funding program disallows contingency fee arrangements, and the Client agrees to pursue the Government Funding application in any event, the Client agrees to pay GrantMatch based on the declining tiered fees outlined in Section 3 of the total grant requested. Such fee is not contingent and is earned and invoiced upon a full grant submission. Such fee is payable six (6) months from the submission of the grant application. GrantMatch guarantees its work for any application where this clause will apply and will indemnify the Client for one hundred percent (100%) of the fee payable hereunder, should the application be declined.

Lobbying

GrantMatch employees and/or its authorized agents will not communicate directly with Public Office Holder(s) on behalf of Clients. GrantMatch will not communicate with, arrange meetings with, or attempt to influence, Public Office Holders. GrantMatch will not be considered a Consultant Lobbyist, will not be required to register its activities with the Lobbyist Registration System, and will, therefore, remain in compliance with the Lobbying Act. <https://laws.justice.gc.ca/eng/acts/l-12.4/FullText.html>



GrantMatch

Government Funding Strategists

Client Discovery
Package

Presented By
Michele Trempe





Michele Trempe,
Senior Director of
Business Development

Michele Trempe

Michele is a high-energy, passionate team player with a wealth of experience. She previously worked in Sales Tax Recovery and has over 20 years of business experience in sales and leadership.

She holds an Honours Business Administration Diploma from Southern Alberta Institute of Technology, and a Bachelor of Arts degree in Psychology from York University.

Government Grants & Incentives for Canadian Municipalities

PART 1 GrantMatch Introduction

PART 2 Proactive Funding Strategy

PART 3 The GrantMatch Platform

PART 4 Client Success

PART 5 Success Fee Model

Government Funding Strategists

GrantMatch is the industry leader in securing government funding for Municipalities across Canada.

- 25+ Years of Experience
- \$1+ Billion in Tax, Grants & Incentives Recovered
- Powered by BigData, Machine Learning, and AI
- Delivered by real people!





Funding Experts. Friendly Faces.

Our **Mission** is to resolve global challenges by connecting clients to funding.

Our **Goal** is to educate, advise, and assist forward thinking organizations in reaching their funding potential and prospering as a result.

Our **Innovation** simplifies the grant process for clients. The GrantMatch™ platform drives the Software-enabled Service provided.

Proactive Funding Strategy

We understand the complexities of municipal grants.

Numerous programs are offered at fluctuating intake intervals to help fund community projects, infrastructure, and programming.

We cut through the confusion, uncovering specific financial resources so communities can focus on growth and taking their operations to the next level.



A Proven Process

Municipalities look to GrantMatch to ensure that they are utilizing all of the funding program support available in their space.



RESEARCH

GrantMatch inputs core municipal data into our proprietary software to generate a curated list of available funding programs.



IDENTIFY

GrantMatch utilizes municipal expenditure documents to develop an all-encompassing grant strategy.



SECURE

GrantMatch will execute the application(s) on behalf of the community, who reviews all materials prior to submission.

The GrantMatch™ Platform

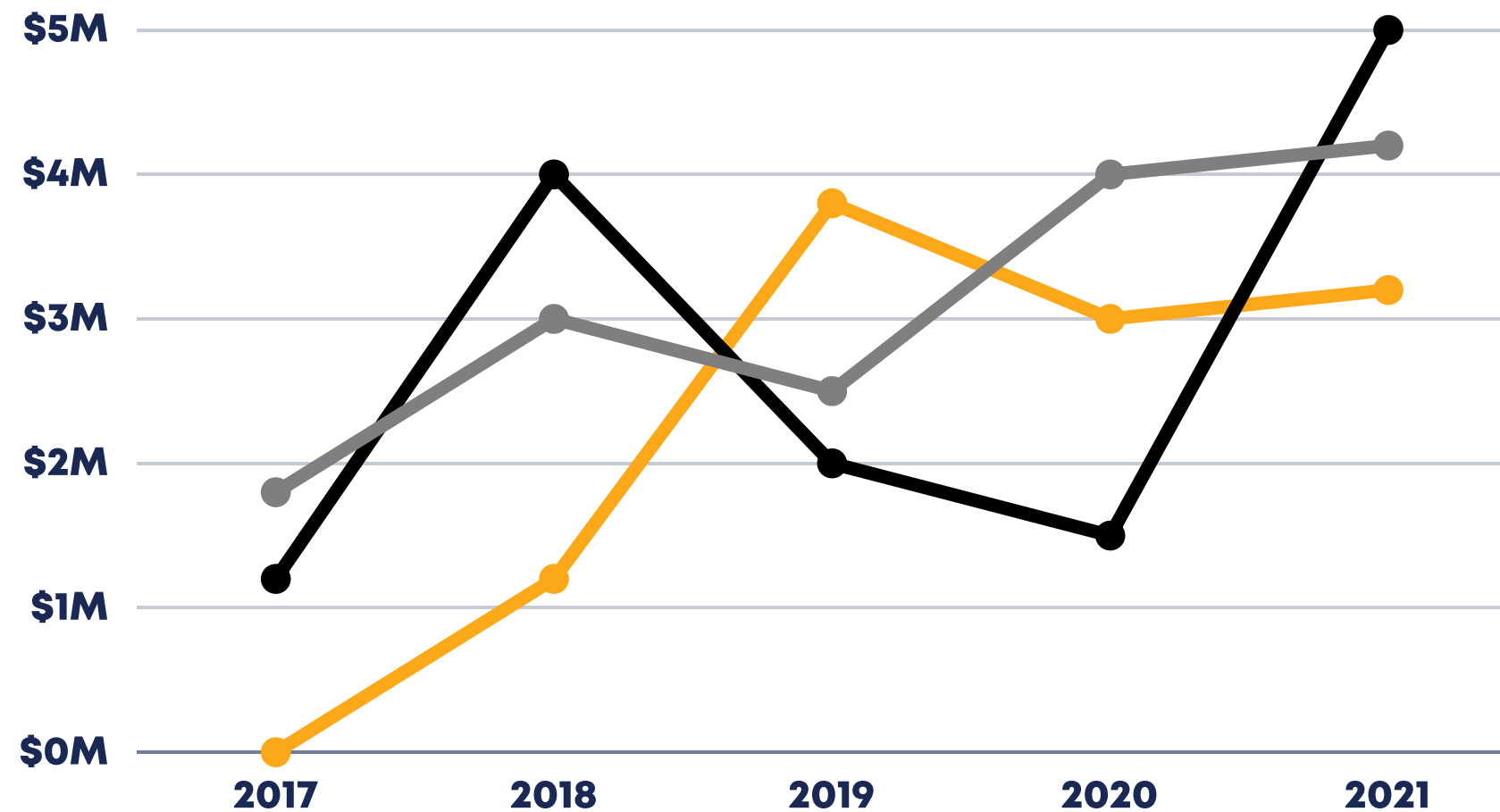


380k

Companies &
Organizations

\$3.3t

In Government
Funding



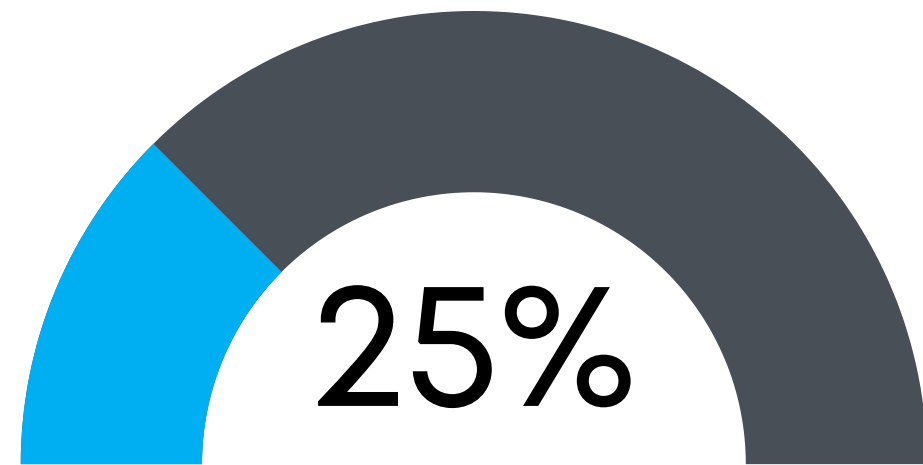
1.14m

Historical Grant
Approval Records

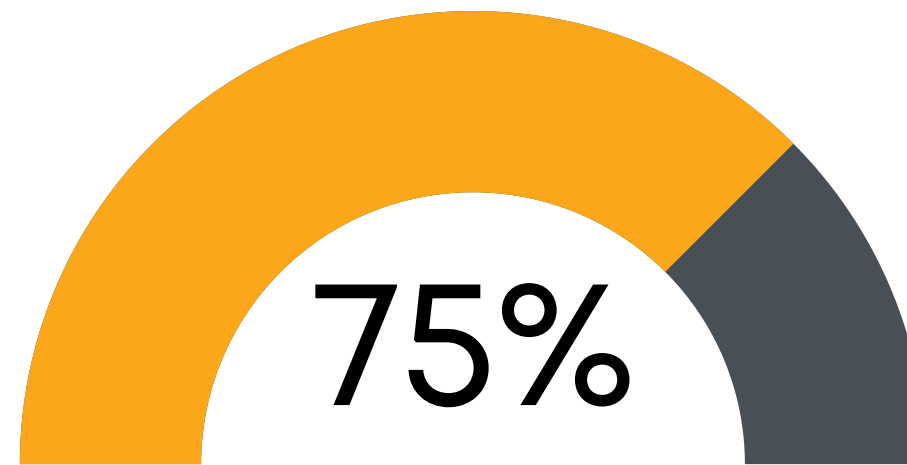
4600+

Funding
Programs

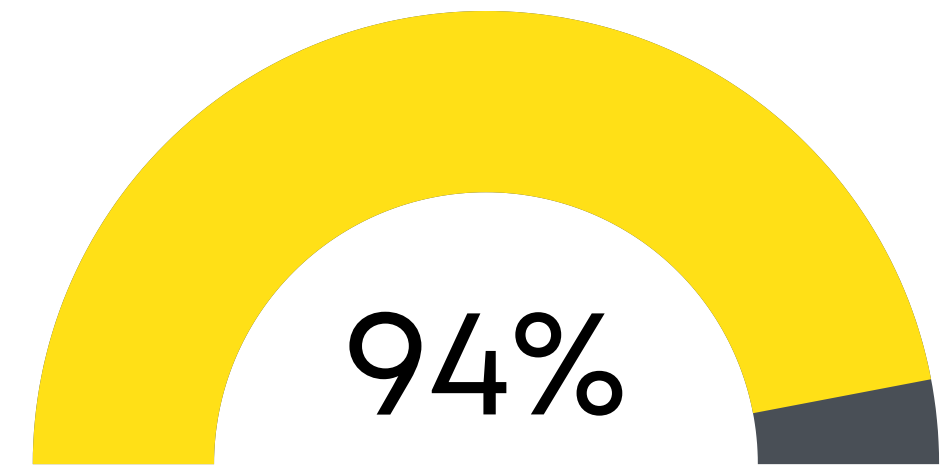
GrantMatch Offers Municipalities the Greatest Probability of Funding Success



Industry Average
Application Success
Rate



Triple Your Probability
With Our Sprint Funding
Approach



Our Strategic Funding
Approach Achieves the
Highest Success Rate

Success Story

City of Kawartha Lakes

For nearly a decade, the GrantMatch team has served the City of Kawartha Lakes as their government funding strategists, leading to many funding approvals.

GrantMatch assisted in eliminating the friction the city had experienced in the process of identifying, qualifying for, and securing municipal grant funding to support community-building initiatives.



Proactive Funding Strategy - the 'Our Kawartha Lakes' plan integrates economic, environmental, and social factors.



\$5,000,000

- Funding Approval: a \$5,000,000 loan secured through the **Green Municipal Fund** for the carbon neutral affordable housing project



\$750,000

- Funding Approval: \$750,000 from the **Low Carbon Innovation Fund** for the carbon-neutral affordable housing project



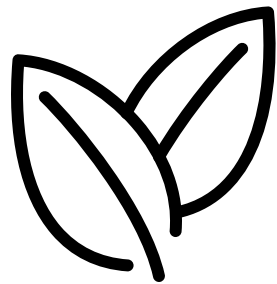
\$245,000

- Funding Approval: \$245,500 secured through the **Rural Economic Development Fund** for community downtown revitalization project

A Sample of GrantMatch Municipal Clients



Municipal Funding Themes for 2021



ENVIRONMENTAL

Harness government programming to make your community greener.



INFRASTRUCTURE

Improve your community's infrastructure and attract funding to support your projects.



RURAL COMMUNITIES

Uncover specific funding programming designed to support small communities with big goals.



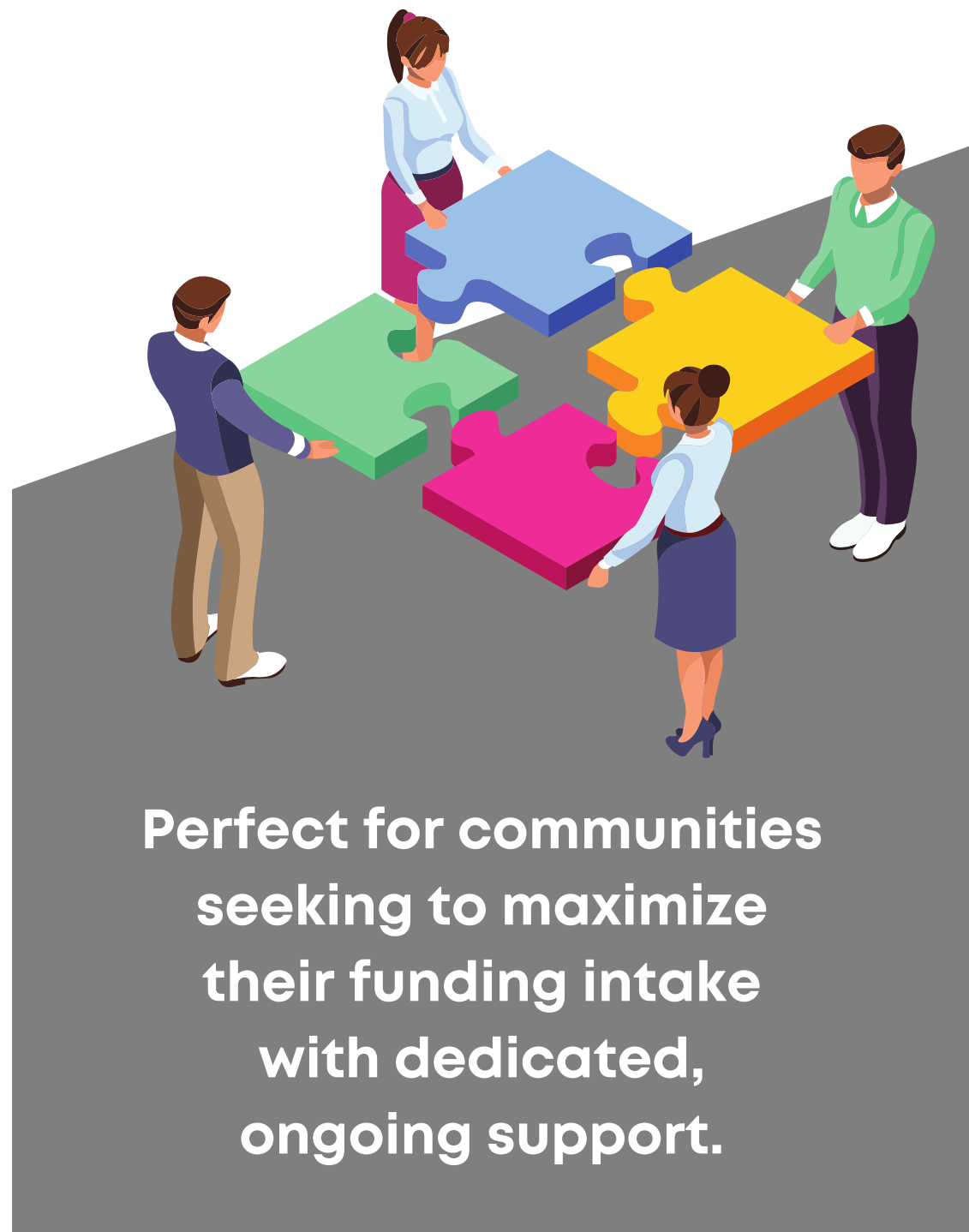
COMMUNITY & CULTURE

Locate funding for community-building initiatives such as cultural spaces, Indigenous programming, or heritage projects.



RECREATION

Secure funding to upgrade facilities and offer programming to support healthy and active communities.



Perfect for communities
seeking to maximize
their funding intake
with dedicated,
ongoing support.

Premium Service Offering

Performance Contingency

For municipalities seeking low risk, advanced strategic management support.

- Complex projects are estimated in advance and service is provided on an ongoing basis, as part of a proactive funding strategy
- Success Fee Structure - GrantMatch fees are a percentage of funding secured:
 - **10%** on the first **\$1M** in funding approved
 - **5%** beyond **\$1M**



GrantMatch

Government Funding Strategists

Contact

GrantMatch Corp.

MICHELE TREMPE

A: 2265 Upper Middle Rd E, Oakville, ON L6H 0G5

P: 905-822-4474 ext.106

W: ca.grantmatch.com

E: mtrempe@grantmatch.com

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: FCSS Programming

Background: Since April of 2022 the Village of Berwyn has not had a FCSS programmer delivering services within the Village. The Village has to opportunity to enter into an agreement with the Town of Grimshaw that they would provide FCSS programming to the Village of Berwyn.

The Town of Grimshaw has a well-established FCSS program that would be more than capable of delivering programming to the village of Berwyn

CAO Recommendation:

1. That council approve the proposed FCSS agreement with the Town of Grimshaw
2. That council make the resolution indicating their wish to participate in a multi-municipality program and designating Grimshaw as the lead

Attachment:

1. The proposed agreement with the Town of Grimshaw to provide FCSS programming.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications: FCSS funding will go directly to the Town of Grimshaw along with 20% coming from the village

Alternative Options:

1. That council accepts for information.
2. That council amends the agreement.
3. That council directs staff to present other options.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
--

**Chief Administrative
Officer:**

Date:

MEMORANDUM OF AGREEMENT

This agreement was made in duplicate this ____ day of _____, 2022?

BETWEEN: THE Village of Berwyn, in the Province of Alberta

AND

The Town of Grimshaw, in the Province of Alberta

The Village of Berwyn and the Town of Grimshaw recognize the importance of providing FCSS services to the residents of the Village of Berwyn, and the benefit of having a single FCSS agency providing a comprehensive service package to the residents of Berwyn.

The Parties Hereby Agree as Follows:

1. The Village of Berwyn will ensure that the 80% of government funding is sent directly to the Town of Grimshaw
2. The Village of Berwyn will provide the remaining 20% of funding to the Town of Grimshaw
3. The Town of Grimshaw will maintain and provide FCSS services to all residents located within the Village of Berwyn
4. Services shall be provided under the mandate of the Family and Community Support Services Act and Regulations passed under this act in accordance with the conditions contained in the Conditional Funding Agreement and available resources.
5. Community input into FCSS programming will be facilitated through regular contact between FCSS Manager, the Village council, and the administration. The FCSS manager agrees to meet with the Village council at least twice a year to appraise the Council on the operations of the FCSS program.
6. At the request of the Village, the Town shall supply a copy of the FCSS audited report.
7. The Town of Grimshaw agrees to provide FCSS programming within the Village of Berwyn at least ??????????????.

TERMINATION

This Agreement may be terminated on the 31st day of December in any year by any party hereto giving notice to the other parties on or before the 1st day of September in the preceding year.

This Agreement may be amended by the written mutual consent of all parties hereto.

Agreed to this _____ day of _____, 2022.

The Village of Berwyn

The Town of Grimshaw

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: ABMUNIS Natural Gas Prices

Background:

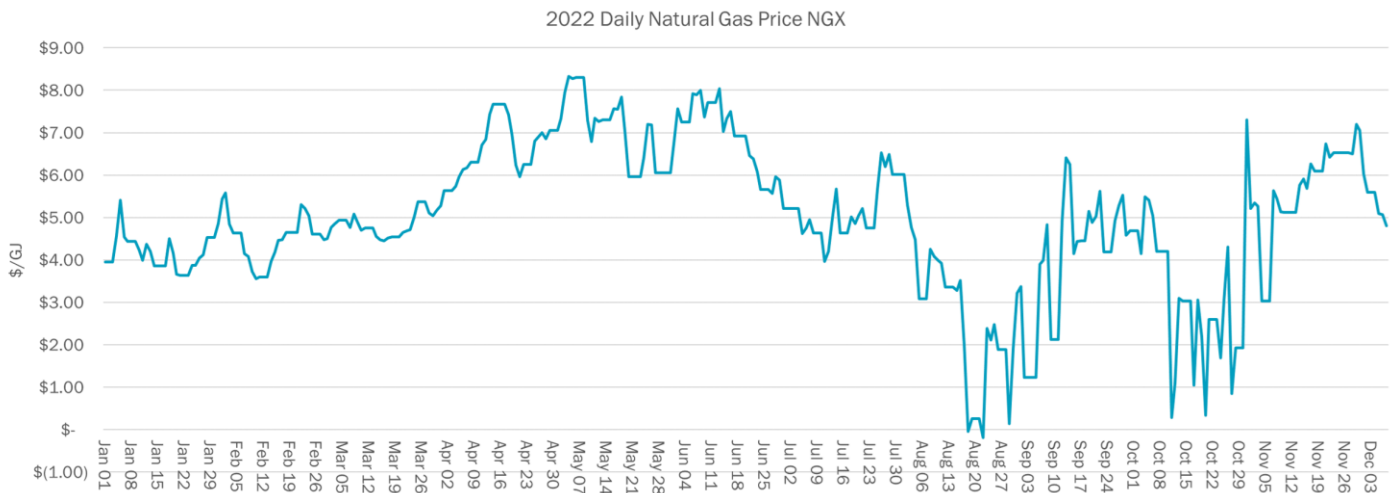
ABMunis our supplier of Natural gas have refreshed the quote for Natural Gas with a start date of January 1, 2023. The new quotes for natural gas are below.

Berwyn

NG - Jan 1, 2023

1 year	\$ 4.96
2 year	\$ 4.87
3 year	\$ 4.84
4 year	\$ 4.89
5 year	\$ 4.95

The council can decide to sign up for a fixed rate or take a variable monthly rate. Below is a chart showing the variable rates throughout 2022.



Background:

CAO Recommendation: That council enters into a 1 year fixed rate plan at \$4.96.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications:

Alternative Options:

1. That council accepts for information.
2. That council chooses another fixed rate plan.
3. That council chooses to go on a variable rate.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
--

**Chief Administrative
Officer:**

Date:

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date: December 12th, 2022

Topic: Interim Budget

Background: The fiscal year of all municipalities in Alberta is the calendar year i.e. starts January 1st and ends December 31st. Generally, the Town's annual budget is not passed until spring, since important information such as assessment numbers are not received prior to January 1st.

Municipalities need to adopt an operating budget to continue day-to-day operations; therefore, under section 242 (2) "A council may adopt an interim operating budget for part of a calendar year".

CAO Recommendation: That council approve that 2023 expenditures be authorized for routine, non-discretionary expenditures based on the 2022 budget amounts.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications:

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative
Officer:

Date:

Barb Schofield

From: Matthew Norburn
Sent: November 23, 2022 9:38 AM
To: Barb Schofield
Subject: FW: 2023 Subsidized Seedlings and Potted Trees for Towns
Attachments: Announcement 2023 Subsidized Shelterbelt Program Launch for Towns.docx; Announcement 2023 Subsidized Shelterbelt Program Launch for Towns.pdf; HELP 2023 Spring Tree Order Form.docx; HELP 2023 Spring Tree Order Form.pdf

Maybe for next council meeting???

Matthew Norburn

Chief Administrative Officer

Village of Berwyn | 5006 51 St. – Box 250 - Berwyn, Alberta - T0H 0E0

Tel: (780) 338-3922 | Fax: (780) 338-2224 | Cell: (587) 590-6173



From: Rodney Sidloski <rsidloski@help-international.com>
Sent: Wednesday, November 23, 2022 8:16 AM
To: town_administrator@yahoo.com
Subject: 2023 Subsidized Seedlings and Potted Trees for Towns

Dear Mayor, Councilors, and Town Administrator;

Please find in attachment our 2023 Spring Shelterbelt Program Announcement and Application Form.

Please note that our program is not only available for town plantings and for towns who wish to distribute tree seedlings to town residents but also for parks, resorts, and hamlets under your jurisdiction.

In addition to aesthetic plantings we have trees that are adapted for environmental protection plantings associated with municipal waste water, salinity control, and landfill leachate control. HELP was the first in Western Canada to develop strategies and protocols for these types of plantings.

HELP is available on a contract basis to carry out on-site assessment and planning sessions as well as carrying out contract plantings and drip irrigation installations.

HELP's current tree crop is larger with each passing year. In addition to seedlings towns will like to know that we now carry 10,000 potted saplings as well.

Action Request:

I thank you for your cooperation in the past and ask that you once again get this tree information onto your council's agenda.

Please contact me should you require more information or clarification.

Rodney Sidloski,
CEO & Lead Researcher
HELP International And
Green Research & Discovery Corp
Tel: 306-842-2433
Cell:306-861-0814
<http://www.help-international.com>
www.help-shelterbelts.com



HELP International Shelterbelt Program

Tree Production, Research and Training Center
P.O. Box 181, Weyburn, SK, Canada S4H 2J9
Tel: (306) 842-2433 Cell: (306) 861-0814
Fax: (306) 848-0902 Email: helpint@sasktel.net



2023 Subsidized Shelterbelt Program Launch

November 21, 2022

I am proud to announce the launch of HELP's 2023 Subsidized Shelterbelt Program

The program is open to any urban or rural municipality, local or regional park, farm, acreage owner, or other private or public landowner or community group for any purpose in tree planting including but not limited to:

- Shelterbelts, Stream Margin Forest Buffers, Wildlife Habitat Plantings
- Parks
- Street Boulevards
- Tree distributions by municipalities, non-for-profits or companies to the public
- Phytoremediation applications including but not limited to:
 - salinity control around lagoons
 - tree caps for decommissioned landfill for leachate control
 - forest filters on flood plains below landfills
 - effluent irrigation woodlots and much more

Great News About HELP Current Crop of Tree Seedlings

In response to supply chain concerns during Covid HELP embarked on a new strategy of over-producing tree stock and holding over more green house produced tree seedlings into their second year prior to sale. This ensures hardier stock than ever and means that for many varieties you are getting two year old seedlings for the price of one year olds.

New Sapling Production

In addition to 1,000,000 seedlings of diverse poplar, willow, evergreen and shrub varieties, HELP now has saplings available in one liter to one gallon pots including: Tristis Poplar, Okanese Poplar, Prairie Sky Poplar and the majestic North West Poplar (up to 7 feet potted saplings) in addition to Laurel Leaf Willow, Golden Willow as well as three year old Scot's Pine.

Three ways to order:

- On Line: www.help-shelterbelts.com and click on 'store'
- Mail in paper order with cheque payment
- By phone to 306-861-0814

Keeping Tree Price Low

HELP continues to keep its tree prices lowest in Canada of any private or non-subsidized social enterprise. Our patented tree production system and HELP volunteers are key in keeping tree pricing low. In addition to low cost seedlings, our charity provides early bird discounts up to 6 %, plus 5% bonus trees over top of what you order and an additional 10% (payable in large generic willow) for pick up customers. So potentially 21 percent in bonuses and/or discounts.

HELP also provides free trees exclusively for habitat plantings (to Saskatchewan residents only) in collaboration with Game Bird Trust and Shand Greenhouse. These are only available for Saskatchewan pick up customers and can only be provided at the time of pick up. No pre-ordering is available for these free habitat trees.

Uber-like Tree Deliveries

HELP pays pick up customers to carry and hand over shipping customer trees at or within 50 km of shipping customer destination. This allows trees to be delivered same day and allows full leaf trees to be transported in open container.

Our research unit continues production of longer root willows to enhance drought resistance.

Shelterbelt Planting Assistance

In addition to free website and telephone advice on shelterbelt planning, on a contract basis provides leading edge field assistance in shelterbelt planting, plastic film mulching with funnels at each tree, and turf grass installation. HELP also installs drip irrigation on a contract basis across the three Prairie Provinces.

HRD News

I am proud to announce that, in addition to our volunteers, HELP International has added eight full time professional technicians possessing PhDs, MAs and B.Sc.s. These fine workers will help lead important research and meet rising demand for trees and tree planting services across the prairies.

In response to ever increasing demand for trees, HELP is increasing its tree stock with each passing year. `

HELP is extremely thankful to all Towns, RMs, and Prairie residents who continue to collaborate with us in vital tree planting. This is an activity that increases the quality of life on the prairies for everyone.

Rodney Sidloski, CEO
HELP International



Applicant # _____

HELP International

SHELTERBELT TREE PROGRAM



For 2023 Spring Planting (Tree Order Form)

Applicant Information

Applicant Name(s)			Home Phone	
Street and/or Postal Box Address			Cell Phone	
City	Province	Postal Code	Email Address	
RM/District/County	Comments		Date of Application:	

1. All customers receive 5% extra of each tree they order in lieu of other guarantees
2. 10 % bonus payable in large generic willow (Up to 1 meter stem length) for all pick up customers.
3. We pay pick up customers for each package of trees they carry and hand over to shipping customers at convenient fuel stations enroute.
4. Early Bird Discounts: Nov 5%; Dec 4%; Jan 3%; Feb 2.5%; March 2%; April 1%.
5. Shipping: \$40 (mi. Charge for SK/MB/AB) or 30 cents per seedling (whichever is more) for any location In Prairie Provinces, for Ontario and B.C: \$80(min charge for BC/ONTARIO) or 60 cents per seedling (whichever is more) for any location in Ontario or British Columbia.
6. Tree Seedling Prices 10 to 49 trees: \$5 each, 50 to 149 trees: \$2.50 each, 150 or more of one tree variety: \$2.10 each.
7. For online ordering, catalogue photos and online purchase go to website www.help-shelterbelts.com
8. Trees will be shipped out in last week of May through 1st ten days of June unless arranged otherwise.
9. Sapling trees in one liter to one-gallon pots are for pick up customers only (no shipping available for sapling trees).

Payment Options (check off only one of following choices & circle sub-options that apply)

<input type="checkbox"/> Payment by: Cheque Credit Card (circle one) If by cheque please enclose cheque with application form.	
If by Credit Card (not using on-line electronic shopping basket) please provide credit card information to effect payment: Type of Card: MC VISA (circle one)	
Card # _____	Full Name on Credit Card: _____
Credit Card Expiry Date: _____	3 Digit Credit Card Security Code: _____

Shipping Option

HELP will call shipping customers with pick up locations at or near your destination town prior to delivery. Please indicate your shipping option below: Check one option!	
<input type="checkbox"/> I will pick up my trees at Weyburn.	
<input type="checkbox"/> I am also willing to provide Uber-like service by delivering one or more customer tree orders to hand over enroute at a major truck stop of other agreed locations. HELP will pay you for providing this service.	
<input type="checkbox"/> Please ship my trees to my destination town or within 50 km for me to fetch them at a cost of 30 cents per seedling or \$40 (whichever is more). Ontario and BC customers customer agree to pay \$80 or 60 cents per seedlings for shipping (whichever is more)	

Other Customer Tree Planning or Planting Assistance

<input type="checkbox"/> Please contact me to discuss forestry design (or \$400 plus mileage for on-site visit for forestry design service)
<input type="checkbox"/> I would like a quote for HELP contract planting including equipment, trees and materials and assisting with planting, plastic mulching, grassing and possibly drip irrigation
<input type="checkbox"/> I really want to plant trees but don't know where to start. Please go to HELP website and click on planting and mulching instructions, shelterbelt design examples, and frequently asked questions. If you still need help please call HELP for phone advice.

Applicant's signature: _____ Date: _____

For assistance in completing this application please call 306-842-2433 (Office hour: at customer convenience, Mon – Sat)

Or email helpint@sasktel.net

Please Fax or Email your signed application to:

HELP International Shelterbelt Program

Fax: 1(306) 848-0902 Or Mail to HELP Shelterbelt Program, P.O. Box 181, Weyburn, SK. S4H 2J9

QUANTITY OF TREES REQUIRED

See actual photos and size of seedlings in 'catalogue' on HELP website: www.help-shelterbelts.com

Note: All poplar varieties below are hybrid poplars. They are listed in order by highest recommendation by growth rate.

Tree Variety Trees are priced according to quantities of each tree varieties (We no longer combine quantities)	QTY
Seedling Price: 10 to 49: \$5/ea ; 50-150=\$2.50 ea ; 150 or more =\$2.10 ea ; Potted Saplings: \$20/each 5 to 6 feet	
Okanese Poplar	
Hill Poplar	
Tristis Poplar	
Walker Poplar	
Mixed Poplar	
Potted North West Poplar (Saplings only)	
Potted Okanese Saplings	
Potted Tristis Saplings	
Potted Prairie Sky Saplings	
Other Potted Saplings: Pick and Pay at time of pick up	
Golden Willow	
Silver Leaf Willow	
Acute Willow	
Common Shrub Willow	
Laurel Leaf Willow	
Potted Laurel Leaf willow	
Common Lilac	
Velosa Lilac	
Large Generic Willow (2 – 4 years) Flat costs of \$1.00 each and based upon pick up only.	
TOTAL QTY OF TREES	

ORDER SUMMARY

Order Summary

Seedlings:

150 trees or more of each variety: _____ x \$2.10 = \$_____

50 - 149 trees of each variety: _____ x \$2.50 = \$_____

Order of 10 - 49 trees: _____ x \$5.00 = \$_____

Generic Large Willow: _____ x \$1.50= \$_____

5-6 Ft Saplings: _____ @ \$20 = \$_____

Common Creeping Red Fescue Grass Seed

50 lb bag: _____ x \$125 = \$_____

Plastic Mulch Film (ONLY FOR PICK UP)

Rolls of plastic mulch (4ft x 1500ft):

2.5 mil: _____ Rolls @ \$200 each = \$_____

3.0 mil: _____ Rolls @ \$220 each = \$_____

10 mil Plastic Mulch Pads for single trees (2ft x 2ft)

_____ Mulch Pads x \$1.75 ea = \$_____

(Field research shows these mulch pads promote plant establishment & growth better than the \$20 shredded Tire mulch pads. HELP's mulch pads utilize less than 1% the energy during recycling than the shredded tire pads use mechanical and heat energy in recycling)

Discount: \$_____

(Nov: 5%; Dec: 4%; Jan: 3%; Feb: 2.5%; March: 2%; April: 1%)

Sub-Total: \$_____

Shipping: _____ Seedlings and mulch pads @ 30 cents or \$40 whichever is more for any location in Prairies: \$_____

_____ Seedlings or mulch pads @\$80 or 60 cents (whichever is more for any location in Ontario or B.C.) = \$_____

Grass Seed and Mulch Rolls for pick up customers only unless customer provides their own shipping means.

New Sub-total: \$_____

GST: \$_____

SK PST 6%: \$_____

(SK Residents Only)

GRAND TOTAL TO PAY: \$_____

Barb Schofield

From: Matthew Norburn
Sent: November 21, 2022 9:14 AM
To: Barb Schofield
Subject: FW: ATCO Electric Project #1062612 Approval Request - Village of Berwyn
Attachments: 1062612_EL0710_BerwynTown.pdf

This should probably go on the next agenda if it is not already on there.

Matthew Norburn

Chief Administrative Officer
Village of Berwyn | 5006 51 St. – Box 250 - Berwyn, Alberta - T0H 0E0
Tel: (780) 338-3922 | Fax: (780) 338-2224 | Cell: (587) 590-6173



From: chris.ketchum@atco.com <chris.ketchum@atco.com>
Sent: Tuesday, October 25, 2022 4:10 PM
To: vberwyn@serbnet.com
Cc: chris.ketchum@atco.com
Subject: ATCO Electric Project #1062612 Approval Request - Village of Berwyn

The ATCO logo, consisting of the word "ATCO" in a bold, white, sans-serif font, with a horizontal line underneath the letters "A" and "T". The logo is positioned on the left side of a solid blue rectangular background that spans the width of the page.

Attention: CAO - Olive Toews
Village of Berwyn
5006-51 Street
Berwyn, Alberta
T0H 0E0

RE: 1062612
Customer: AE-DAM/RPL 9 Berwyn/BrownVale 2@EL0710, 7@EL0730-21T
Location: NW-29-82-24-W5M

Kindly be advised that ATCO Electric is proposing the electrical facilities as described on the attached plan.

We are replacing 9 poles, like-for-like in the same locations. Estimated construction start date is early-March, 2023.

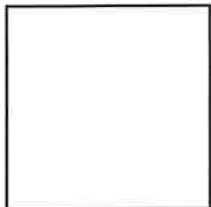
Should you have any concerns or comments regarding these new facilities, please advise by responding to this email within 15 working days.

Please note that if we do not hear from you within this time frame, we will proceed as per our proposal.

Thank you for your kind co-operation.

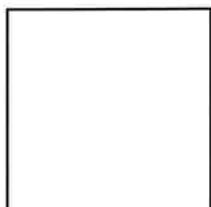
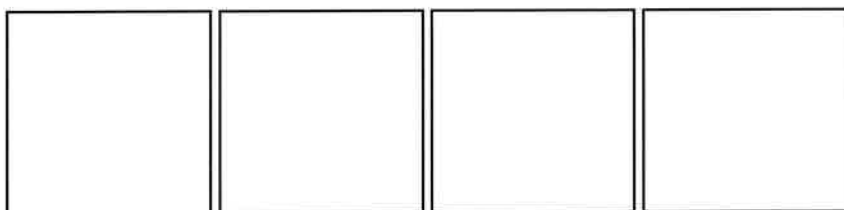
Yours truly,
ATCO Electric Ltd.
Chris Ketchum

chris.ketchum@atco.com



For information and updates in our service area you can:

- Download the [My ATCO Electricity App](#).
- Visit us on [ATCO.com](#)
- Visit our [Live Outage Map](#) to view current outages
- Visit our [Future Planned Outage Map](#) to view future planned outages
- Contact us at 1-800-668-2248 between the hours of 8:00am – 5:00pm, Monday through Friday.



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1062612 Town of Berwyn Pole Replacement Field Check Map

Legend:

- Poles To Replace (7)
- Switch
- Transformer
- Streetlight on Distribution Pole
- Distribution Pole
- 1 Phase 14.4 kV OH Conductor
- 1 Phase 25 kV OH Conductor
- 3 Phase 25 kV OH Conductor
- 1 Phase REA OH Conductor
- Secondary OH Conductor
- Primary Highway
- Road
- Rural Plant Boundary
- REA Plant Boundary
- Community Plant Boundary
- Waterbody
- Rural Title
- Community Footprint
- High Pressure Pipeline

Scale: 1:3,000

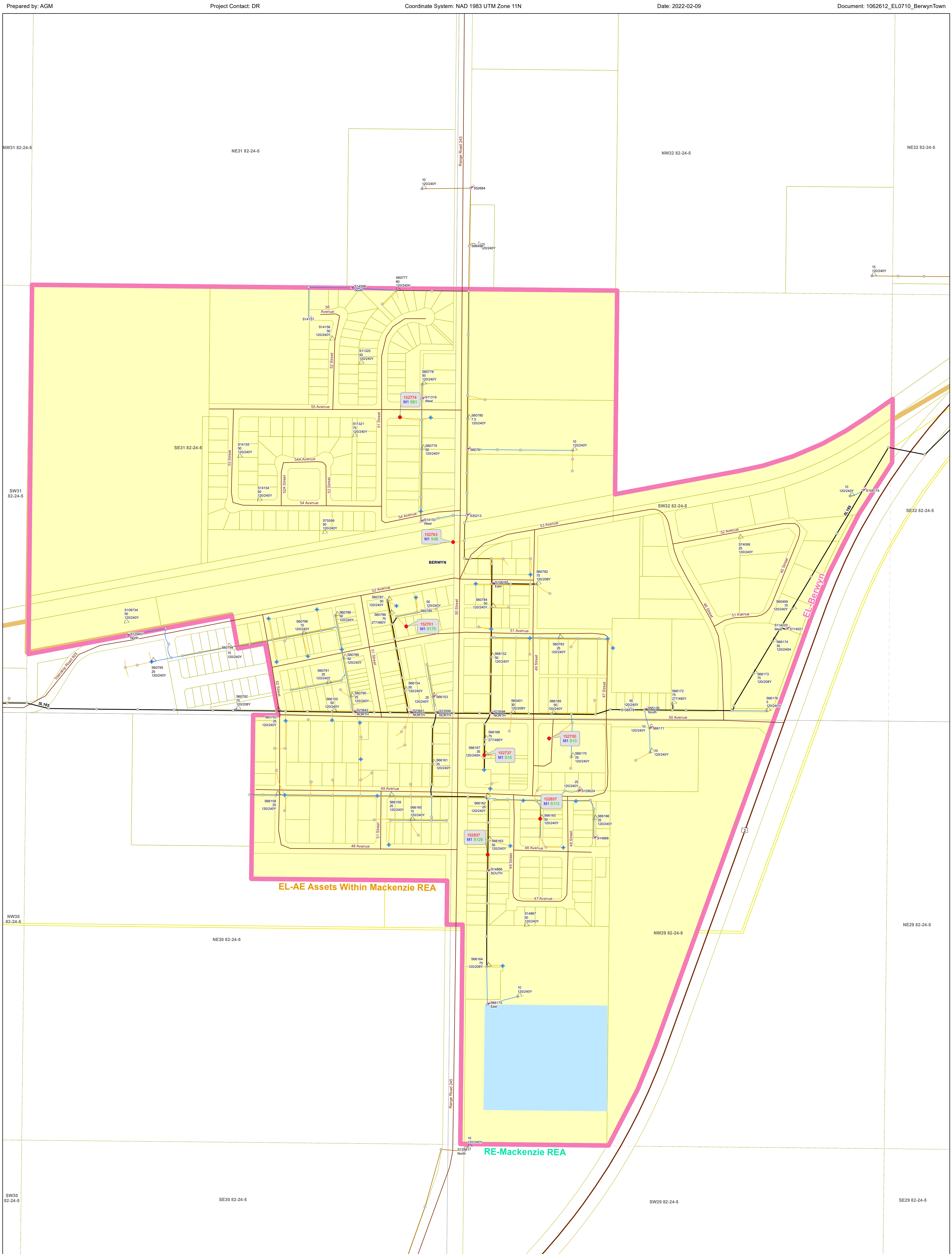
Scale Bar: 0 to 1 Kilometers

ATCO

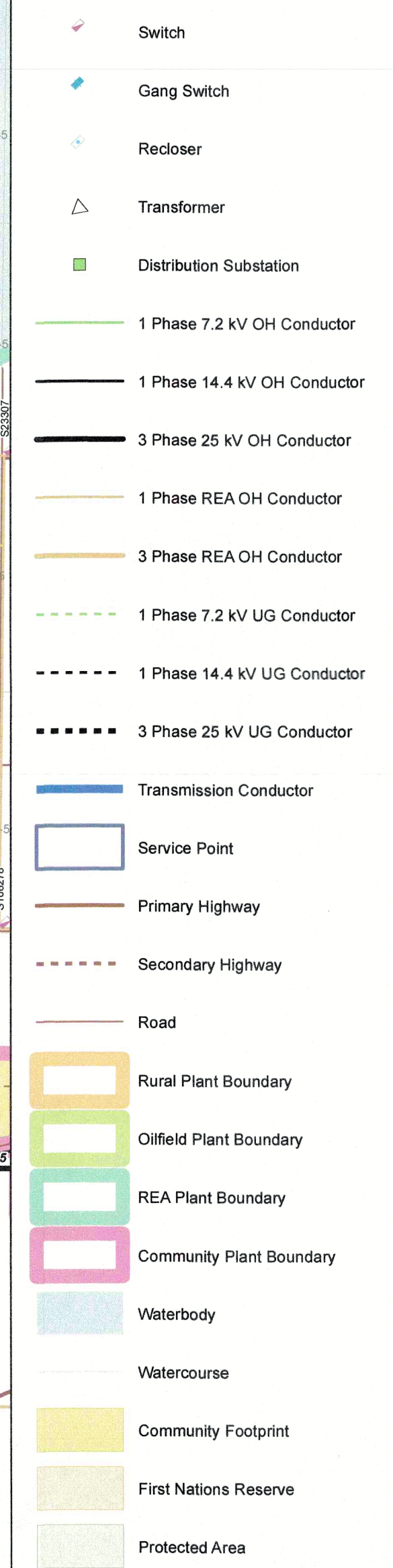
Red Tag Labels:

- 545252
- M27 S4
- ASSET ID
- Mile # Sequence #

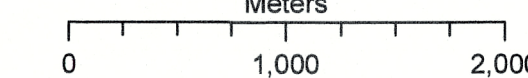
Inset Map: 1062612 Replacement Extent



2021 - GENICS



1:35,000

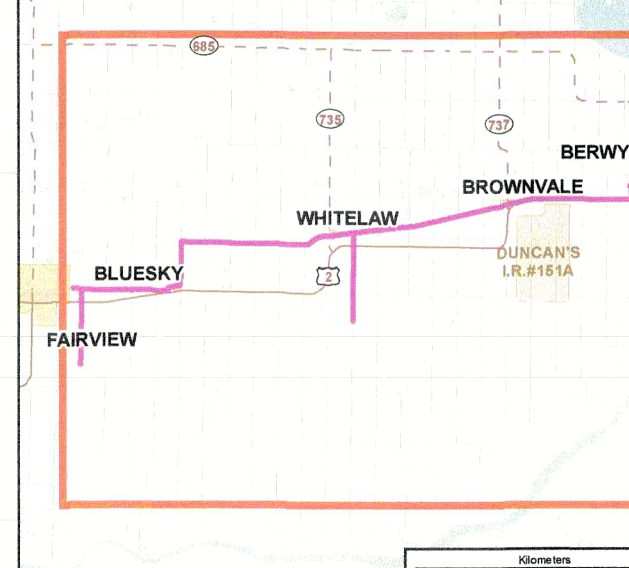


2021-02-18

Prepared for: RH
Prepared by: AGM
AE GIS Cartography

Projection: NAD 1983 UTM Zone 11N

PeaceRiver_5L76_r00

ATCO

Peace River

LINE 5L76 JUNCTION 5L94 -
(PEACE RIVER)

miles 1-10

EL5L76

MAP 1 of 1

Barb Schofield

From: Motile Mods <getmotile@gmail.com>
Sent: November 21, 2022 11:42 AM
Subject: CMHC Rentals / Housing
Attachments: Colouring in break landscapes with housing.pdf

Good day,

I was wondering if there is a chance to discuss housing needs. We are expanding our business and focusing heavily on affordable housing, whether it is building rentals or to create homeowners, even temporary housing.

We would love to discuss options with you and what we can bring you with a partnership.



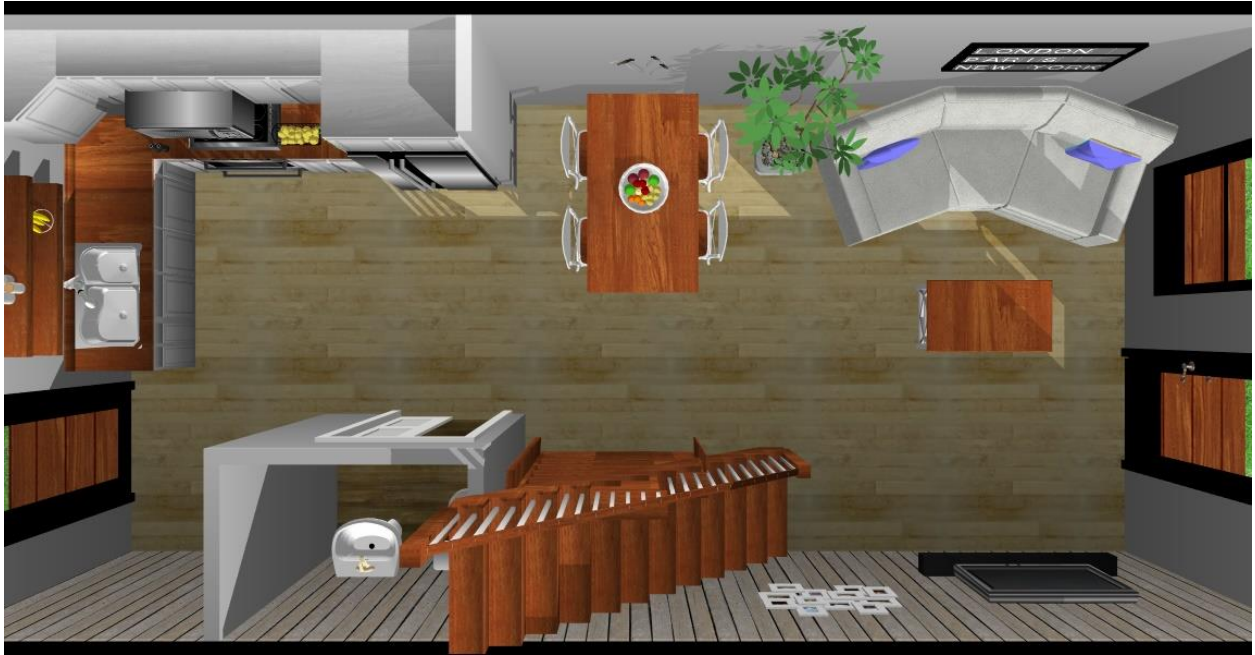
www.motile.ca
getmotile@gmail.com

Colouring in break landscapes with housing: this is how we tackle the housing shortage together with Towns, Cities, Communities, Associations, Developers, First Nations Housing, and municipalities. The affordable and sustainable, MS1 is the solution for housing with an eye for a healthy and attractive living environment.



The MS1 was designed with an efficient layout, luxurious appearance, and minimal maintenance. Ideal for single or double households. The house is ready for use, with bathroom, kitchen, and installations. A terrace or small garden provides extra living comfort and an attractive living environment. And not unimportant: the house can easily be moved after a number of years.





Main Floor



3 Bedroom Top Floor

What you need to know

- Complies with the building codes (CSA A277) for permanent and non-permanent buildings. This fits the nature of the use.
- MS1 is circular to a greater extent. Because the house is easy to move, it also moves to other places. This makes MS1 not only circular in material, but also in use.
- MS1 is produced under the best possible conditions, namely in the factory. Here we are independent of external factors, and we achieve the best quality. And perhaps most importantly, we cause little emissions.
- With the Sustainability + option package, about 60% of the required energy is supplied by PV panels on the roof of the house.
- Our extensive experience in affordable and social housing projects is your strategic advantage. We can assist you by providing preliminary site planning, initial constructability, and construction budgeting as you work to secure funding for your project.
- Architecture, design, construction, and project management for the build and on-site are all-inclusive in our service.
- Customization is at the heart of what we do here at Motile so that your home can best take advantage of its site and reflect you and your family's lifestyle. If you can imagine it, we can make it happen.



Here we took the MS1 and placed it above our G1. With this design main floor is a 1-bedroom suite giving our elders a suite that has direct access with no stairs

and the MS1 above gives a 3-bedroom, 2 storey home above it utilizing the ground space used for the project.



***Custom Design**

To learn more please visit:

www.motile.ca





ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a stylized, flowing script.

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives



November 23, 2022

Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
health.minister@gov.ab.ca

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

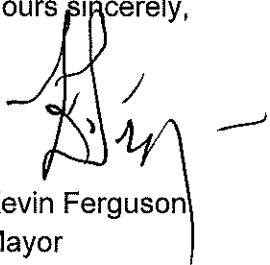
Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.



In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Ferguson', with a horizontal line extending to the right.

Kevin Ferguson
Mayor

c: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Ron Orr, MLA – Lacombe/Ponoka
Mayors – Alberta Municipalities
Reeve Paul McLauchlin, Ponoka County
Donna Noble, Protective Services Coordinator – Ponoka County

CAO Report

Dec 12th, 2022

- New Public Works Operator hired.
- I have completed Emergency Management Training
- I was appointed to the AB Munis Small Communities Committee
- Staff are now training on the new financial software
- The Lagoon was cleaned out
- Attended online seminars on regional governments and municipal viability
- Met with Alberta Emergency Management to review our situation