



AGENDA
VILLAGE OF BERWYN
COUNCIL MEETING
October 27, 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 RFD Council Meeting Minutes – 3.1 Minutes of the Regular Council Meeting held August 25, 2022
4. **BUSINESS ARISING FROM THE MINUTES**
4.1
5. **PUBLIC HEARINGS**
5.1
6. **DELEGATIONS**
6.1 Douglas Lagore
7. **COMMITTEE OF THE WHOLE**
7.1
8. **BYLAWS**
8.1 Report from July to September 2022
9. **NEW BUSINESS**
9.1 RFD - Council to Appoint Acting CAO – Attached bylaw, Role & Responsibilities of CAO
9.2 RFD - Appoint Returning Officer – Heather Fawcett
10. **FINANCIALS**
10.1
11. **CORRESPONDENCE and INFORMATION**
11.1 Upcoming Meeting Dates for Northern Elected Alberta Leaders delegates
11.2 GOA – Alberta Human Rights
11.3 Peace Library Systems – Board Meeting Highlights September 2022
11.4 Alberta Municipalities letter to Honorable Tyler Shandro
11.5 Second Edition: Call to Action to the Government of Alberta
11.6 ATCO Gas and Pipelines Ltd. Franchise Agreement
11.7 RCMP letter to all local Alberta Government and Community Leaders
11.8 Long Lake Regional Waste Management Services Commission – Minutes from Regular Meeting
11.9 Peace Regional Restorative Justice – AGM November 7, 2022
12. **COMMITTEE REPORTS**
12.1
13. **CHIEF ADMINISTRATIVE OFFICER REPORT**
13.1 CAO Report – Not available
14. **CLOSED SESSION**
14.1
15. **ADJOURNMENT**

**VILLAGE OF BERWYN
REGULAR COUNCIL MEETING
MINUTES
Thursday, August 25, 2022**



The regular meeting of the council of the Municipality of Berwyn was held in council chambers in the municipality office on August 25, 2022, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Cindy Hockley
Councillor John Bak
Councillor Steeves
Councillor Nettelfield

Chief Administrative Officer - Matthew Norburn
Recording Secretary - Barb Schofield

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

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

ACCEPTANCE OF AGENDA

RESOLUTION NO. 01-08-25-22

MOVED by Councillor Steeves that the agenda be adopted as amended. **CARRIED**

Additions: 9.3 Councillor Montie Resignation
14.1 Personnel

APPROVAL OF MINUTES

RESOLUTION NO. 02-08-25-22

MOVED by Councillor Steeves that the minutes of the regular meeting of council held on July 28, 2022, be adopted as amended. **CARRIED**

BUSINESS ARISING FROM THE MINUTES

None

PUBLIC HEARING

None

DELEGATIONS

6.1 Jonathan McLeod – Absent

COMMITTEE OF THE WHOLE

7.1 & 7.1a ATCO Franchise Fees

RESOLUTION NO. 03-08-25-22

MOVED by Councillor Nettelfield to enter Committee of the Whole at 7:12 p.m.

CARRIED

RESOLUTION NO. 04-08-25-22

MOVED by Councillor Bak to leave Committee of the Whole at 7:15 p.m.

CARRIED

RESOLUTION NO. 05-08-25-22

MOVED by Councillor Nettelfield to accept the letter from ATCO regarding the Distribution Revenue Forecast 2023 Franchise Fee as information.

CARRIED

BYLAWS

8.1 Bylaw 695 Business License

RESOLUTION NO. 06-08-25-22

MOVED by Councillor Steeves to have Business Bylaw No. 695 draft tabled until after the public discussion meeting that will be held on October 18, 2022, for public input on this bylaw.

CARRIED

RESOLUTION NO. 07-08-25-22

MOVED by Councillor Steeves to have a draft bylaw of Business Bylaw No. 695 made available to the public.

CARRIED

VILLAGE OF BERWYN
REGULAR COUNCIL MEETING MINUTES
August 25, 2022

NEW BUSINESS

9.1 RFD – North Peace Housing Foundation, Regional Needs Assessment

RESOLUTION NO. 08-08-25-22

MOVED by Mayor Hockley that Council approve that North Peace Housing take the lead on completing a regional needs assessment and submit the completed template to the province on the Village's behalf. **CARRIED**

9.2 RFD – FCSS Services

RESOLUTION NO. 09-08-25-22

MOVED by Mayor Hockley to direct administration to enter into discussions with the Town of Grimshaw to deliver FCSS programming within the Village of Berwyn.
For: Mayor Hockley, Councillor Nettelfield, Councillor Bak
Against: Councillor Steeves **CARRIED**

RESOLUTION NO. 10-08-25-22

MOVED by Councillor Steeves to address CAO Norburn to explore the options of implications of hiring an FCSS Programmer for the Village of Berwyn.
For: Mayor Hockley, Councillor Steeves, Councillor Nettelfield
Against: Councillor Bak **CARRIED**

RESOLUTION NO. 11-08-25-22

MOVED by Councillor Steeves that FCSS Services are not agreed upon until after brought forward for community input at the public meeting on October 18, 2022.
For: Mayor Hockley, Councillor Steeves, Councillor Nettelfield
Against: Councillor Bak **CARRIED**

9.3 RFD – Councillor Resignation

RESOLUTION NO. 12-08-25-22

MOVED by Councillor Steeves to have the Village of Berwyn hold, Nomination Day on September 12, 2022, Advanced Poll is September 26, 2022 and the By-Election is October 3, 2022. **CARRIED**

RESOLUTION NO. 13-08-25-22

MOVED by Mayor Hockley to have CAO Norburn as Returning Officer. **CARRIED**

RESOLUTION NO. 14-08-25-22

MOVED by Councillor Nettelfield to accept the resignation that was received on August 24, 2022, from Councillor Ken Montie. **CARRIED**

FINANCIALS

10.1 Budget Variance Report

RESOLUTION NO. 12-08-25-22

MOVED by Councillor Bak to accept the Budget Variance Report as information. **CARRIED**

10.2 Cheque Report

RESOLUTION NO. 13-08-25-22

MOVED by Councillor Bak to accept the Cheque Report as information. **CARRIED**

10.3 Cash Position Report

RESOLUTION NO. 14-08-25-22

MOVED by Councillor Steeves to have CAO Norburn find out where the \$1099.51 difference between the Cash Position Report and the Budget Variance Report is. **CARRIED**

CORRESPONDENCE and INFORMATION

11.1 Town of Ponoka — Re: Monetary Questions Concerning the RCMP Debate

RESOLUTION NO. 15-08-25-22

MOVED by Councillor Nettelfield to accept the letter sent to the Honorable Tyler Shandro from the Town of Ponoka regarding concerns and questions about the monetary side of the future of Alberta policing as information. **CARRIED**

VILLAGE OF BERWYN
REGULAR COUNCIL MEETING MINUTES
August 25, 2022

11.2 Ukrainian Canadian Congress

RESOLUTION NO. 16-08-25-22

MOVED by Councillor Nettelfield to have the Village of Berwyn commemorate
Alberta Ukrainian Canadian Heritage Day 2022 on September 7, 2022. **CARRIED**

11.3 Economic Developers Alberta (EDA) – Webinar Wednesday

RESOLUTION NO. 17-08-25-22

MOVED by Mayor Hockley to accept the Economic Developers Alberta
EDA), Webinar Wednesday as information. **CARRIED**

COMMITTEE REPORTS

12.1 None

CHIEF ADMINISTRATIVE OFFICER and DEPARTMENT REPORTS

13.1 CAO Report

RESOLUTION NO. 18-08-25-22

MOVED by Councillor Nettelfield to accept the CAO report as information. **CARRIED**

CLOSED SESSION

14.1 Personnel

RESOLUTION NO. 19-08-25-22

MOVED by Mayor Hockley to enter into a Closed Session at 8:25 p.m. **CARRIED**

RESOLUTION NO. 20-08-25-22

MOVED by Mayor Hockley to come out of the Closed Session at 8:43 p.m. **CARRIED**

ADJOURNMENT

Being that agenda matters have been concluded Mayor Hockley adjourned the meeting at 8:43 p.m.

These minutes approved this _____ day of _____, 2022

Mayor

Chief Administrative Officer
Matthew Norburn

BERWYN BYLAW REPORT FOR JULY -SEPT 2020

BYLAW # 659 ANIMAL CONTROL Animal Complaints	3	YTD 7
Dogs Impounded	2	YTD 4
Cats Impounded	1	YTD 2
Dog Tags Purchased	0	YTD 4
Cat Tags Purchased	0	YTD 3
Chicken Co-op License	0	YTD 2
BYLAW #661 COMMUNITY STANDARDS Bylaw Complaints	2	YTD 3
Snow around Hydrant/Main Street Sidewalks	0	YTD 3
Unightly Yards & Grass	40	YTD 96
BYLAW #618 TRAFFIC BYLAW Past the 72 Hours Parking on Street	0	YTD 5
Unattached Trailer on Street	1	YTD 4
Derelict Vehicles	1	YTD 7
BYLAW #601 LAND USE	0	YTD 0
BYLAW #631 CIVIC ADDRESSING No Address on Resident	0	YTD 0
BYLAW #657 NOISE	0	YTD 0
Contractor Hired	23 Repetitive yards	YTD 27
Municipal Tickets Issued	0	YTD 0
Provincial Tickets Issued	1	YTD 1
Court Appearance	0	YTD 0

VILLAGE OF BERWYN
Request for Decision

Council Meeting Date: October 27, 2022

Topic: Acting Chief Administrative Officer

Recommendation: That Council finds and appoints an Acting CAO for the Village of Berwyn.

Background: CAO Matthew Norburn was placed on medical leave on October 20, 2022. Council needs to find an Acting CAO during CAO Matthew Norburn's medical leave, from October 20th, 2022 until November 20th, 2022

IMPLICATION OF DECISION

Financial Implications: Council needs to decide what the Village can afford to pay the Acting CAO.

Policy and/or Legislative Implications: Council must appoint someone as the Acting CAO (MGA 205 (2)).

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
--

Administrative Officer _____

Date: _____

a.1

VILLAGE OF BERWYN

BYLAW NO. 694

A BYLAW OF THE VILLAGE OF BERWYN TO ESTABLISH THE ROLE AND RESPONSIBILITIES OF THE CHIEF ADMINISTRATIVE OFFICER

WHEREAS, pursuant to section 205(1) of the *Municipal Government Act*, Council must establish by Bylaw a position of Chief Administrative Officer;

AND WHEREAS, Council may, in accordance with Section 203 of the *Municipal Government Act*, delegate executive and Administrative duties, powers, and functions;

NOW THEREFORE, the Council of the VILLAGE OF BERWYN, in the Province of Alberta, duly assembled, hereby enacts as follows:

1.0 SHORT TITLE

1.1 This Bylaw may be referred to as the "CAO Bylaw."

2.0 APPOINTMENT, TERMS & CONDITIONS

2.1 Council hereby establishes the position of Chief Administrative Officer (CAO).

2.2 Council must, by resolution, appoint an individual to the position of CAO.

2.3 The person appointed by Council to the position of CAO will hold the position under terms and conditions established by an employment agreement as determined by Council.

2.4 Council may, by resolution, appoint an Interim CAO. The Interim CAO must act as the CAO if the CAO will be absent for over a month or is otherwise prevented from fulfilling the role of the CAO:

2.4.1 The Interim CAO shall have all the duties, powers, and functions of the CAO as provided in the Act, this Bylaw, the job description for the CAO, and other Provincial legislation and VILLAGE Bylaws, Policies, and Procedures.

2.5 The CAO may appoint an Acting CAO where such absences are for a period of less than one month:

2.5.1 The Acting CAO shall have all the duties, powers, and functions of the CAO as provided in the Act, this Bylaw, the job description for the CAO, and other Provincial legislation and VILLAGE Bylaws, Policies and Procedures.

- 2.6 The appointment of a person to the position of Chief Administrative Officer may only be made, suspended, or revoked if the majority of the whole Council votes to do so.

3.0 RESPONSIBILITIES

- 3.1 In order to carry out the responsibilities of the position, in accordance with any Bylaw or Policy of Council, Sections 207 and 208 of the Act, and any other enactment, the CAO has the authorities and responsibilities set out in this section. The CAO also has all of the powers, duties, and functions that are given to a CAO under the Act or any other enactment.

3.2 CAO Administrative Management Duties:

- 3.2.1 Hire, dismiss, promote, demote, reward, or discipline any municipal employee;
- 3.2.2 Direct, supervise, and review the performance of all departments and employees of the Municipality;
- 3.2.3 Implement any internal reorganization of responsibilities and duties required for the effective and efficient operation of the Municipality;
- 3.2.4 Determine the structure of Administration including establishing, merging, dividing, and eliminating Departments and establishing a managerial hierarchy as required for the effective, efficient, and safe operation of the VILLAGE;
- 3.2.5 Bring to Council for approval any change to the structure of the Administration of the VILLAGE which requires an increase to the approved budget and the approved Operating Plan;
- 3.2.6 Seek approval from Council regarding the creation or elimination of a Deputy CAO position;
- 3.2.7 Implement all Programs and Policies of the Municipality; and
- 3.2.8 Present the Organizational Chart to Council on a yearly basis as an information item.

3.3 CAO Council-Related Duties:

3.3.1 Meeting Attendance:

- a) Be present at any meeting of Council unless excused therefrom,
- b) Attend meetings of such boards, committees, commissions, or other bodies as may be required;

3.3.2 Budgeting:

- a) Oversee the preparation of budgets for operating and capital programs annually or more often as required or directed by Council,
- b) At the end of each fiscal year, or as required or directed by Council, prepare and submit a complete financial report on all financial activities of the VILLAGE during the preceding year,
- c) Monitor and report on the operating and capital budgets approved by Council, provided to Council on a quarterly basis,
- d) At no time may the CAO authorize cumulative operating and capital expenditures in excess of the approved total operating and capital budgets unless in accordance with established Policy and Procedure respecting unbudgeted expenditures;

3.3.3 Communication:

- a) Advise and inform Council or Council committees on the operation and affairs of the Municipality,
- b) Provide reports and updates to Council regarding activities and community concerns,
- c) Ensure that Council is aware of any key Administrative and Political issues as they arise,
- d) Ensure that Council is made aware of all available information for each issue, at least to the extent that Administration is aware of such information,
- e) Keep Council informed on progress, recommended changes, and new matters that relate to the strategic plan and work programs on a regular basis,
- f) Prior to the execution of Section 3.2.4 above, the CAO must consult and inform Council of any substantial impact to the function and/or focus of Administration resulting from the structural change;

3.3.4 Council and Committee Reports:

- a) Prepare and submit reports and recommendations as required by Council and Council committees,
- b) Ensure that Council has access to reasonable decision options as well as the recommendation of the CAO,
- c) Utilize a consistent format and be proactive in providing a full range of information, background, issues defined, available options, and implications in the Requests for Decision reports and Direction Requests required for decision-making.

3.4 CAO Bylaw & Policy Development Duties:

- 3.4.1 Develop and recommend, for Council approval, Bylaws and Policies dealing with non-administrative matters as directed by Council, or at the initiation of Administration; and
- 3.4.2 Develop, approve, and implement Policies, Procedures, and Practices dealing strictly with Administrative matters.
- 3.4.3 The CAO is hereby authorized to consolidate any bylaws of the municipality in accordance with section 69 of the Municipal Government Act.

3.5 CAO Third Party Relations Duties:

- 3.5.1 Negotiate contracts, agreements, and transactions required for the effective operation of the Municipality provided the expenditure does not exceed the amount approved by Council in its annual budget or result in a decrease to anticipated revenue which will impact the budget;
 - a) Should the contract, agreement, or transaction result in a budgetary impact as outlined in Section 3.5.1, the CAO is to bring a Report and recommend the approval of such to Council,
- 3.5.2 Conclude contract negotiations on behalf of the Municipality to a financial limit established by Policy or resolution; and

3.5.3 Sign any order, agreement, cheque, negotiation instrument, or document made or executed on behalf of the Municipality.

3.6 CAO Other Duties:

3.6.1 Hire or retain legal counsel on behalf of the Municipality;

3.6.2 In the case of an emergency, while still following the Procurement Policy, authorize any expenditure not previously approved by Council provided a detailed Report on such expenditure and its need is presented at the next meeting of Council;

3.6.3 Maintain a current understanding of applicable Municipal Legislation and leadership, as well as relevant Programs, Policies, and Initiatives of the provincial and federal governments; and

3.6.4 Take such other actions as necessary to carry out the responsibilities and duties assigned by Council.

3.7 In accordance with Section 209 of the Act, the CAO may delegate any of their powers, duties, or functions under the Act, or any other enactment or Bylaw to a designated officer or an employee of the Municipality.

4.0 CONDUCT OF THE CAO

4.1 In their relationship with Council, the CAO must:

4.1.1 Conduct him/herself as the Municipality's Chief Policy Advisor in an honest and ethical manner;

4.1.2 Provide professionally sound, ethical, and legal advice that is in accordance with the Policies and objectives of Council;

4.1.3 Share information to all Members of Council when deemed appropriate in responding to a request from one Councillor;

4.1.4 Ensure that Members of Council are accorded respect in all personal and public comments;

4.1.5 Treat Members of Council with respect and integrity;

4.1.6 Lead, establish, and maintain a positive and constructive environment for Members of Council, residents, stakeholders, businesses, and VILLAGE employees;

4.1.7 Listen carefully to the concerns of Council via the CAO's performance review and seek to improve any deficiencies on an ongoing basis; and

4.1.8 Admit to mistakes of substance made by the CAO or Administration and take corrective action.

4.2 Through the process of carrying out their Administrative duties, the CAO must:

4.2.1 Act on the will of Council as a whole only, not on the will of an individual Councillor, as established by Resolutions, Policies, and Bylaws of Council;

4.2.2 Implement Council's directions and strategic plan, provide decision-making

advice, and communicate customer needs; Direct the actions of Administration so that it is in accordance with the Policies and objectives of Council;

4.2.3 Forward any complaints or concerns to the appropriate area or individual so that reasonable and prompt follow up is assured; and

4.2.4 Address Administration activities that harm relationships with Members of Council, citizens, or stakeholders.

4.3 The CAO must refrain from abusive conduct, public comments on staff performance, personal charges, or verbal attacks upon the character or motive of Members of Council, citizens, stakeholders, boards and committees, or staff.

5.0 INDEMNIFICATION

The VILLAGE shall indemnify the CAO provided that the CAO was acting in good faith to carry out the powers, duties, and functions given to the CAO by this Bylaw, the Act, any other applicable agreement binding on the VILLAGE, enactment or any other applicable Bylaw, Resolution, Policy, or Procedure.

6.0 CONFLICT

The provisions of this Bylaw shall prevail in any case where there is a conflict between this Bylaw and any previous resolution or Bylaw of Council.

7.0 SEVERABILITY

7.1 If any portion of this Bylaw is found by a court of competent jurisdiction to be invalid, such portion shall be severed from the Bylaw, and the remainder is to remain valid.

8.0 DEFINITIONS

8.1 In this Bylaw, words have the meanings set out in the Act, except as defined in section 8.2 to 8.14.

8.2 *Act*: the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended.

8.3 **Acting CAO**: Short-term appointment to carry out the duties of CAO due to an absence of the CAO.

8.4 **Administration**: the administrative and operational arm of the Municipality, comprised of the various Departments and including all employees who operate under the leadership and of the CAO.

8.4 **Chief Administrative Officer/CAO**: the person appointed by Council to the position of Chief Administrative Officer of the VILLAGE OF BERWYN, or their designate.

8.5 **Consult**: A two-way conversation between Council and the CAO which allows the CAO to understand Council's position on a matter, when the matter is under the CAO's authority.

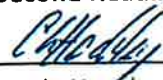
- 8.6 **Council:** the municipal council of the VILLAGE OF BERWYN, including the Mayor and six (6) Councillors.
- 8.6 **Department:** The second highest level of the Administrative structure, lead by the Director.
- 8.7 **Deputy CAO:** The person appointed by the CAO to the position of Deputy Chief Administrative Officer of the VILLAGE OF BERWYN, or their designate.
- 8.8 **Division:** The highest level of the Administrative structure, lead by the CAO.
- 8.9 **Mayor:** the chief elected official of the VILLAGE OF BERWYN.
- 8.10 **Member of Council:** a member of Council including Councillors and the Mayor.
- 8.11 **Municipality/VILLAGE:** the municipal corporation of the VILLAGE OF BERWYN.
- 8.12 **Interim CAO:** Appointed by Council to carry out the duties of CAO for a specific period of time beyond which an Acting CAO should cover, due to a vacancy in the CAO position.
- 8.13 **Organizational Chart:** a graphic representation of the structure of an organization showing the relationships of the positions or jobs within it.
- 8.0 ENACTMENT**
- 8.1 This Bylaw will come into force and effect when it receives third reading and is duly signed.

First Reading given on the 28th day of July 2022.


Cindy Hockley, Mayor


Matthew Norburn, Chief Administrative Officer

Second Reading given on the 28th day of July 2022.


Cindy Hockley, Mayor


Matthew Norburn, Chief Administrative Officer

Given UNANIMOUS consent to go to third reading on this 28th day of July 2022.

Third Reading and Assent given on 28th day of July 2022.


Cindy Hockley, Mayor


Matthew Norburn, Chief Administrative Officer

VILLAGE OF BERWYN Request for Decision

Council Meeting Date: October 27th, 2022

Topic: Appoint Returning Officer

Background: On October 20, 2022 CAO Norburn was placed on medical leave. Council will need to appoint someone as the Returning Officer, a role usually filled by the CAO. Heather Fawcett was trained for this position at a previous election.

Section 13 of the Local Authorities Election Act allows for appointment of substitute returning officer.

CAO Recommendation: That council appoint Heather Fawcett as the Returning Officer for the by-election on November 14, 2022

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications: Minor

Alternative Options:

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
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Administrative Officer: _____

Date: _____

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: Northern Alberta Elected Leaders <northernalbertaelectedleaders@gmail.com>
Sent: Wednesday, October 19, 2022 10:31 AM
To: Northern Alberta Elected Leaders <northernalbertaelectedleaders@gmail.com>
Subject: Fwd: FW: NAEL ZOOM

Hello Northern Alberta Elected Leaders

Our November 4th meeting in Peace River is fast approaching, and we wanted to get out a few details today!

Meeting will be held at the Quality Hotel & Conference Centre Sawridge, 9510-100 Street Peace River.

Meeting time is scheduled from 10 am - 3 pm in the Peace River Room, or you can attend by Zoom at the online meeting shown below.

Rooms are available at a discounted rate of \$99/night, but cannot be booked online. To book, please call 780-624-3621 and mention you are a NAEL Member. The rooms will be held for us until October 27th.

Please RSVP to me if you will be attending by October 28th, so we can confirm the number for catering, as well as if you have any dietary concerns.

Tentative schedule (final to arrive October 28th)

10 am	- call to order and introductions
10:15 am	-adoption of agenda, approval of prior minutes, new business
11 am	- presentation of solutions for affordable housing in the NAEL region
12-1	- lunch
1-2 pm	-reports from MLA's, Alberta Municipalities and Rural Municipalities of AB
2 pm	-roundtable discussion
2:50 pm	-confirm next meeting date and location
3 pm	-adjournment

A big thank you to Mayor Manzer and Kayla from the Town of Peace River for their help in organizing the location of the meeting!

Jim Rennie is inviting you to a scheduled Zoom meeting.

Topic: Northern Alberta Elected Leaders
Time: Nov 4, 2022 10:00 AM Edmonton

11.2



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

AR 52496

September 28, 2022

Dear Mayor/Reeve:

The Government of Alberta is recognizing and endorsing the following International Holocaust Remembrance Alliance working definition of anti-Semitism through an order-in-council.

“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

Thirty-five countries, including Canada in 2019, endorsed or adopted this definition. Along with Alberta, three other provinces: Ontario (2020), Québec (2021) and New Brunswick (2021) have already endorsed or adopted the definition.

The *Alberta Human Rights Act* prohibits discrimination on the basis of several categories, including race, religious beliefs, colour, ancestry, and place of origin. All forms of racism are unacceptable, and endorsing this definition is just one way Alberta’s government is combating racism, supporting racialized communities, and promoting a safe and welcoming province for everyone.

The Government of Alberta is asking all municipalities across Alberta to consider accepting and amending their bylaws to reflect this definition.

Sincerely,

Honourable Tyler Shandro, KC, ECA

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs



Board Meeting Highlights September 17, 2022

11.3

This summary is designed to keep you informed about Peace Library System (PLS) activities and Board decisions. It is distributed to member councils, library boards and the PLS Board of Directors after each Board meeting.

The Board held a full Board meeting on 17 September, 2022.

Revisions were approved for the following policies: *Finance Policy; Resource Sharing Policy.*

The Nomination Committee was set up for the 26 November elections to the Peace Library Board Executive Committee, Personnel Committee and Plan of Service.

Items for discussion included the Organisational Review that PLS conducted over the summer and what changes would come out of that, as well as a briefing on appropriation fee options.

The CEO reported that visits to member boards have restarted after a break over the summer. She reported that PLS staff had visited the Paddle Prairie Métis Settlement at the invitation of their new CAO in order to assess what needs to be done to re-open that library. Plans have been made and work is underway to get that done. She reported that operating grants for service points had been received and distributed in July, and that the seven Alberta systems will be discussing a combined approach to the Government of Alberta for a request for operating grant increases.

Staff reported a new driver started in Courier and has integrated well. The delivery van replacement schedule has been deferred to 2023 due to reduced inventory and mileage. A Polaris upgrade will occur in the fall. PLS has subscribed to an anti-phishing training module that will be rolled out to staff. 19 libraries participated in the TD Summer Reading program in 2022. The registration is open for the 2022 Stronger Together virtual conference taking place 6-7 October. The Indigenous outreach workers in High Prairie distributed craft kits, made daycare visits, presented a table at the Long Lake Cultural Days and another at the Indigenous Days in High Prairie. A partnership with Grande Prairie Public Library was created for the Celebrate Indigenous Culture event. A presentation was done for the Dene Thá from the High Level area to increase awareness of the resources of their local library.

Long Service awards were presented to Gena Jones, Town of Beaverlodge, Roxann Dreger, Village of Rycroft, and Harry Ezio, Town of Spirit River, for their five years of service on the Peace Library Board.

Quick Facts 2022

Population Served: 178,009
Members: 37 municipalities & 1 Métis Settlement
Member Public Libraries: 46
Contracting Schools: 34
Chair: Carolyn Kolebaba (Northern Sunrise County)
CEO: Louisa Robison

Present:

Carolyn Kolebaba, Chair	Northern Sunrise County
Denise Joudrey	Birch Hills County
Dalen Richardson	MD of Fairview
Stan Golob	Town of Fairview
Meesha Bainton	Town of Fox Creek
Mike O'Connor	City of Grande Prairie
Karen Rosvold	County of Grande Prairie
Tom Burton	MD of Greenview
Brad Pearson	MD of Lesser Slave River
Margaret Jacobs	Town of McLennan
Agnes Roshuk	Village of Nampa
Tahirih Wiebe	MD of Opportunity
Theresa Johnson	MD of Peace
Elaine Manzer	Town of Peace River
Roxann Dreger	Village of Rycroft
Alain Blanchette	MD of Smoky River
Elaine Garrow	MD of Spirit River
Harry Ezio	Town of Spirit River
Tanya Boman	Town of Valleyview

Regrets:

Gena Jones	Town of Beaverlodge
Cindy Hockley	Village of Berwyn
Ann Stewart	Big Lakes County
Amber Bean	Clear Hills County
Lindsay Brown	Town of Falher
Carmen Johnson	Town of Grimshaw
Alison Bjornson	Village of Hines Creek
Greg Pasichnuk	Town of Manning
Belinda Halabisky	County of Northern Lights
Michelle Farris	Town of Rainbow Lake
Clint Froehlick	Town of Sexsmith
Anna Underwood	Town of Wembley
Vacant	Village of Donnelly
Vacant	Village of Girouxville

Absent:

Reta Nooskey	Paddle Prairie Métis Settlement
Brent Anderson	Town of High Level
James Waikle	Town of High Prairie
Kirsten Smith	Saddle Hills County
Kimberly Hughes	Town of Slave Lake

Connecting libraries, people and resources
through teamwork, technology and training

Peace Library System acknowledges Treaty 8 territory as well as the Métis Nation of Alberta. Peace Library System libraries are located on territory that provided a travelling route and home to many Indigenous peoples.



Box 149
65 Imperial Drive
Rainbow Lake, AB
T0H 2Y0
Ph: 780-956-3934
Fx: 780-956-5613

7 October 2022,

The Honourable Tyler Shandro
Minister of Justice and Solicitor General
204 Legislature Building
10800 – 97 Avenue
Edmonton, AB, T5K 2B6

Dear Minister Shandro,

Re: VICTIM SERVICES REDESIGN

Council for the Town of Rainbow Lake has received a letter of concerns from our local Rainbow Lake and Chateh Victim Services Unit that we have enclosed with this letter. We are also in receipt of a letter from the Association of Alberta Municipalities, also enclosed, where they have stated that there was not sufficient consultation on this matter.

The Town of Rainbow Lake would like to join our other municipal peers, such as the Town of Tofield and the Association of Alberta Municipalities in requesting further engagement and consideration of the individual challenges of local VSU's and how a larger zonal governance model may negatively impact a remote and isolated area such as the Town of Rainbow Lake and our neighbour, Chateh.

More to the point, Council for the Town of Rainbow Lake would like to ask that you consider the four recommendations made in the letter from our local VSU board:

1. Have a sub-regional manager for the "True North" (Chateh, High Level and Fort Vermilion Detachments)
2. Ensure the Western Alberta Victim Services board has representation from the True North
3. Continue to be indigenous culturally aware and sensitive to our victims. Provide them with traditional medicines and smudge, continue to attend community events like tea dance ceremony and community feasts, and continue to provide sexual assault clothing kits and Compassionate kits to community members.
4. Have two full time employees co-located in the Chateh RCMP Detachment.

Thank you for taking the time to review our correspondence and please feel free to contact myself at mfarris@rainbowlake.ca or our CAO at 1-780-956-1701 or dfletcher@rainbowlake.ca if you have any questions or concerns.

Sincerely,

Mayor Michelle Farris
Town of Rainbow Lake



RAINBOW LAKE & CHATEH

—Victim Services—

Helping those affected by crime or tragedy

September 29, 2022

Dear Rainbow Lake Town Council,

On July 27, 2022, Minister Shandro, Justice and Solicitor General announced changes to the model of Victim Services for the province of Alberta. Our Unit has some concerns.

First, one of the biggest changes is that rather than having a local board governing our unit, the Western Alberta Victim Services Board would be our governing board. This board will govern a vast area from Jasper to Rainbow Lake. As you are all aware, this area is very large with very different needs across the western area of the province. We are recommending that the Western VS Board consider having sub-region managers due to the large area to cover. Despite not being an indigenous policing detachment, Chateh, High Level and Fort Vermilion Detachment areas serve numerous indigenous victims from various Nations. I can only speak regarding our Unit and am proud to say that we are very culturally sensitive and aware of the traditions, culture, history and current situation in the communities. We have gained the majority of this cultural knowledge by having it shared with us while attending community awareness events.

Many of the clients we serve are illiterate and need a sit down, one on one session so we can explain charges, conditions and assist with filling out paperwork. Having staff in the community who understand the unique dynamics of our communities is so important.

Another concern is that our area will not be represented on the Western Victim Services Board. It is very important that all areas have input and I fear that with such a large area to represent, only heavily populated areas will be represented, leaving us underrepresented, once again at the provincial level. It is extremely important that all diverse corners of Western Alberta are represented on the board.

By only serving victims of crime, there is a gap with non-criminal matters, for example sudden deaths. Our volunteers raise funds for Compassion Kits (coffee, tea, cups, milk, sugar, snacks). These kits are delivered to families who have recently lost a loved one. The Dene Tha First Nation grieve by attending the house of the departed. They remain there until the body is returned and a wake is held in the house, and then a funeral at the church. There is a high level of poverty in Chateh and the Compassion Kits help the families who are grieving by providing them with drink and food, and also allows them to share this with their family and friends.

Rainbow Lake and Chateh Victim Services
Box 585 Rainbow Lake, AB T0H 2Y0

There is no sexual assault centre close to us, in fact the closest one is in Grande Prairie. We provide extra support to victims of sexual assault who attend the hospital to have a Sexual Assault Kit performed. Their clothing is often taken as evidence during a hospital visit following a sexual assault. We give each victim a change of clothes and toiletries. These clothing kits are located in the detachment directly beside the Sexual Assault Evidence Kits so officers can grab the clothing kit and evidence kit at the same time. Prior to us providing sexual assault clothing kits, victims of sexual assault were given clothing of deceased patients at the hospital. When we learned this, we knew we had to support these victims better. With the new program we worry that these clothing kits will no longer be provided to victims of sexual assault.

We also offer traditional teas and medicines to our indigenous victims. We have clients from many indigenous backgrounds in our two communities. We offer rat root tea and wild mint tea, diamond willow fungus, sweet grass, cedar and sage as smudge. We aim to meet our victims where they are at and many are very traditional and use these traditional medicines to heal. It is my great hope that the Western Alberta Victim Services will continue to provide these important traditional teas and medicines to our indigenous clients at the Chateh RCMP Detachment, Rainbow Lake Satellite Office and the Chateh Provincial Courthouse.

With the many changes coming to the provincial Victim Services, we will send the following recommendations to Justice and Solicitor General Engagement committee as well as to the Western Alberta Victim Services board once it is formed.

Our Unit's recommendations include:

1. Have a sub-regional manager for the "True North" (Chateh, High Level and Fort Vermilion Detachments)
2. Ensure the Western Alberta Victim Services board has representation from the True North
3. Continue to be indigenous culturally aware and sensitive to our victims. Provide them with traditional medicines and smudge, continue to attend community events like tea dance ceremony and community feasts, and continue to provide sexual assault clothing kits and Compassionate kits to community members.
4. Have two full time employees at located in the Chateh RCMP Detachment.

Thank you kindly,

Krista Kastiro

Program Manager

Rainbow Lake and Chateh Victim Services
Box 585 Rainbow Lake, AB T0H 2Y0



September 20, 2022

Honourable Tyler Shandro
Minister of Justice and Solicitor General
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Shandro:

I am writing in response to your August 26, 2022 letter to Her Worship Debra Dueck, Mayor of the Town of Tofield regarding the recently announced changes to victim services. Alberta Municipalities greatly appreciates your reversing the changes to the Victims of Crime fund and benefits program that were introduced in 2020 and expanding both eligibility and benefit amounts. However, I would like to clarify your statement that Alberta Municipalities was engaged on and was consulted on the new zonal governance model as proposed by the provincial government.

Alberta Municipalities administration did attend a two-hour virtual engagement on November 9, 2020, where, along with other discussion materials, three test concepts for service delivery and governance were presented. However, these test concepts were not discussed in detail, nor was there any mention of changes to service delivery that would require caseworkers and administrative staff to reapply for their positions. Accordingly, I can confidently confirm that Alberta Municipalities was not consulted, nor provided the ability to give feedback on behalf of its member municipalities, regarding the proposed delivery specifics of victim services. During this discussion and as a more general statement, Alberta Municipalities only noted the importance of ensuring sustainable funding and equitable access to victim services for all Albertans, regardless of the service delivery and governance model.

I look forward to the upcoming engagement on this important topic and working with you to preserve and enhance the supports and services available to victims of crime across Alberta.

Sincerely,



Cathy Heron, President, Alberta Municipalities

cc: Alberta Municipalities members
Rural Municipalities of Alberta

Barb Schofield

11.5

From: Maryanne King <mking@npf-fpn.com>
Sent: September 12, 2022 8:59 AM
To: Barb Schofield
Subject: Second Edition: Call to Action to the Government of Alberta
Attachments: Call to Action to the Government of Alberta.pdf

Good morning Mayor Hockley,

Throughout Spring 2022, municipalities and stakeholder associations across Alberta have joined together in a Call to Action to the Government of Alberta to reconsider the proposal to transition to a provincial police service. This Call to Action was originally released on June 27, and we are pleased to share an **updated re-release including 92 signatories** to this Call to Action with you today.

You may see the Call to Action attached and hosted on the [Keep Alberta RCMP website](#).

We appreciate each of the 92 signatories for standing together in requesting the Government to reconsider this costly and unsubstantiated proposal. This reflects what Albertans have been saying loud and clear - they do not want an expensive transition to replace the RCMP with a new provincial police service.

To further substantiate the voices of Albertans, please also see [recent polling data](#) conducted over July 2022 that clearly indicates Albertans are not interested in or supportive of a new, expensive Provincial Police Service. Some highlights of this data include:

- 84% of Albertans want to retain the Alberta RCMP outright or with improvements;
- The three most commonly identified top priorities for Albertans are affordability and cost of living, Alberta's economy, and health care; policing is cited as a first priority for only 2% of Albertans.
- Albertans would prefer that the Government focus on increased rural response time, increased resources for policing and increased resources to respond to petty crime.

Additional signatories to the Call to Action continue to be welcomed. As signatories are added, the [list of signatories](#) will be updated. If you are attending the RMA Fall Convention in November, we look forward to seeing you at the Tradeshow on Tuesday, November 8th.

Should you like to connect regarding the Call to Action, please don't hesitate to contact me at your convenience.

Maryanne King
Policy Advisor | Conseiller Politique
National Police Federation | Fédération de la Police Nationale
(587) 672-0695
<https://npf-fpn.com>

220 Laurier Avenue West/Ouest
8e Étage – Suite 800
Ottawa, Ontario
K1P 5Z9



**NATIONAL
POLICE
FEDERATION**

**FÉDÉRATION
DE LA POLICE
NATIONALE**



The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des membres de la GRC.
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September 12, 2022

CALL TO ACTION TO THE GOVERNMENT OF ALBERTA

Dear Premier,

We are committed to ensuring Albertans live in safe communities that support their health and well-being. Communities where people have reliable access to critical health, social, public safety, and educational services. Ultimately, Albertans living in a safe and healthy community communicate those needs to the Government of Alberta, who listen and respond.

The Government of Alberta has lost the trust of its constituents in its pursuit of an Alberta Provincial Police Service (APPS) by not undertaking fulsome, open, and transparent consultations with all those affected. Albertans have stated loud and clear that they do not want a costly new police service, with an overwhelming 84% of Albertans wanting to keep and improve the Alberta RCMP.

In addition, the Government of Alberta has not released a detailed funding model explaining who would be paying the costs of this proposed transition. The vague Transition Study noted initial transition costs of \$366 million over six years, and, at minimum, an additional \$139 million each year, increasing with inflation. Municipalities know that most of these costs will be downloaded directly to them, forcing them to significantly increase residents' and businesses' taxes.

Municipalities and engaged Albertans continue to call on the Government of Alberta to improve rural police response times and increase resources available to the justice system. The Province's \$2 million Transition Study did not highlight how a new APPS would address any of these issues.

We, the undersigned, call on the Government of Alberta to stop efforts and investment to advance the creation of an Alberta Provincial Police Service and instead invest in resources needed to:

- *Improve current policing services to reduce response times and address rural crime by increasing the number of RCMP officers within communities*
- *Improve social services to address the root causes of crime (health, mental health, social and economic supports)*
 - *Expand Police and Crisis Teams with police and Alberta Health Services*
 - *Work with communities to provide targeted social supports*
- *Increase resources within the justice system*
 - *Ensure timely trials by prioritizing violent over non-violent crimes*
 - *Hire more Crown prosecutors and appoint more Provincial Court Judges*







Organizations:

National Police Federation
Alberta Community Crime Prevention Association
Alberta Union of Public Employees
Clearwater Community Crime Watch
Public Service Alliance of Canada – Prairies
Union of Safety and Justice Employees
Victim Services Alberta

Cities:

City of Wetaskiwin

Towns:

Town of Athabasca
Town of Barrhead
Town of Beaverlodge
Town of Bon Accord
Town of Bowden
Town of Black Diamond
Town of Blackfalds
Town of Canmore
Town of Claresholm
Town of Coalhurst
Town of Crossfield
Town of Edson
Town of Elk Point
Town of Fairview
Town of Fort Macleod
Town of Grimshaw
Town of High Level
Town of High Prairie
Town of High River
Town of Innisfail
Town of Irricana
Town of Magrath
Town of Mayerthorpe
Town of McLennan
Town of Millet
Town of Penhold
Town of Ponoka
Town of Redwater
Town of Spirit River
Town of Swan Hills
Town of Sylvan Lake
Town of Tofield
Town of Trochu
Town of Two Hills
Town of Vauxhall
Town of Viking
Town of Wainwright
Town of Westlock

Villages:

Paradise Valley
Village of Alliance
Village of Berwyn
Village of Big Valley
Village of Breton
Village of Carmangay
Village of Caroline
Village of Champion
Village of Chipman
Village of Clive
Village of Coutts
Village of Delia
Village of Donnelly
Village of Edgerton
Village of Elnora
Village of Girouxville
Village of Hines Creek
Village of Longview
Village of Marwayne
Village of Myrnam
Village of Nampa
Village of Rosemary
Village of Spring Break
Village of Standard
Village of Vilna
Village of Waskatenau

Summer Villages:

Summer Village of Betula Beach
Summer Village of Crystal Springs
Summer Village of Ghost Lake
Summer Village of Jarvis Bay
Summer Village of Kapasiwin
Summer Village of Lakeview
Summer Village of Seba Beach
Summer Village of Silver Sands
Summer Village of Southview

Counties:

Big Lakes County
Brazeau County
Clearwater County
County of Northern Lights
County of St. Paul
County of Wetaskiwin
Northern Sunrise County
Smoky Lake County

Municipalities:

Municipal District of Opportunity
Municipal District of Peace
Municipality of Crowsnest Pass

11.5
End



August 31, 2022

Village of Berwyn
PO Box 250
Berwyn, AB T0H 0E0

Attention: Mr. Matthew Norburn, Chief Administrative Officer

RE: ATCO Gas and Pipelines Ltd. Franchise Agreement

Pursuant to our franchise agreement, your municipality has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022. If you are considering changing the franchise fee in 2023, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Village of Berwyn a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Village of Berwyn, this percentage is 22.00%.

In 2021, our Delivery Tariff revenue in the Village of Berwyn was \$169,021. Our forecast Delivery Tariff revenue for 2023 is \$207,159. Therefore, based on the current franchise fee percentage, your forecast 2023 franchise fee revenue would be \$45,575.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at Adam.Chambers@atco.com.

Yours truly,



Adam Chambers
2022.08.31 20:33:41
-06'00'

**Adam Chambers
Manager, Grande Prairie
ATCO Natural Gas Division**

11.7

Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

August 30, 2022

To all local Alberta government and community leaders:

Over the past weeks, there has been extensive news coverage regarding the independent inquiry created to examine the April 2020 mass casualty in Nova Scotia. Many different testimonies have been heard to date, and the commission will continue its work in to the coming month. While much debate takes place on public platforms and in the media across the county, it is important to me to assure you the first priority of the Alberta RCMP is, and will always be, without exception, public safety. The communities and citizens you represent can be confident and trust in the police services provided by the Alberta RCMP.

Each Alberta police officer has mandatory advanced training to respond to significant events in the first instance. Additionally, each frontline Alberta RCMP officer is provided supplementary training on managing dynamic critical incidents. Detachments have local protocols in place that are reviewed and updated regularly, ensuring specific community needs are addressed within the management of critical incidents.

In Alberta, we are well positioned to escalate our response should circumstances require it. Our critical incident response includes highly skilled, specialized teams trained in both rural and urban settings, prepared to rapidly deploy anywhere in the province. This response includes our Division Emergency Operations Center, Emergency Response Teams, Special Tactical Operations Team, Air Services and Police Dog Services, to name a few. We have implemented the latest technology available to enable situational awareness when managing public safety events and have invested in equipment such as Unmanned Aerial Vehicles and surveillance platforms to enhance our response.

The Alberta RCMP has strong working relationships with the municipal police services in Alberta. We undertake joint investigations and have engaged in a number of joint operations. Our specialized critical incident teams often train together, and we have developed our systems to enable the ability to share our situational awareness tools with other police agencies during public safety events. Interoperability and cooperation is a priority for the Alberta RCMP and it remains an important part of policing in the province.

Any time an incident occurs in Alberta RCMP jurisdiction we undertake a review, assessing our response and actions, implementing best practices and addressing lessons learned. We also review findings from inquiries, inquests and major events in the province, country and internationally to evaluate our readiness to respond to similar situations and to consider recommendations from lessons learned in those events. This continuous evaluation has resulted in the adaptation of training and implementation of processes, technology and equipment to better position us to respond to dynamic incidents.

As an example, the Alberta RCMP has had senior police officers assigned to our dispatch center to oversee and provide guidance on public safety events. Investment through the Police Funding Model has afforded us an opportunity to expand this response by establishing an Alberta RCMP Real Time Operations Center (RTOC). The RTOC will provide active monitoring of events throughout the province, determine and coordinate the

Canada

appropriate resources needed, and enhance communications both internally and with the public. In addition to senior police officers, the RTOC will be staffed with criminal analysts, communications strategists and other resources to assist frontline police officers in identifying appropriate local or regional support.

In early 2020, the Alberta RCMP recognized the need for a police-initiated public alert system, specifically designed to address public safety events such as an active shooter. We approached the Ministry of Justice and Solicitor General, who is responsible for the Alberta Emergency Alert System, proposing the development of this system. Working with the ministry and other police services in Alberta, the Police-Initiated Public Alert system was developed and has been implemented. This system has been used by the Alberta RCMP since it became operational, allowing for immediate notification of residents in a localized area.

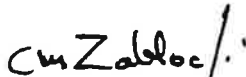
Public safety needs, along with new and emerging threats and crime trends, call for police services to evolve and adapt to address those challenges. My management team and I meet regularly with representatives from the Ministry of Justice and Solicitor General to articulate our need for resources, technology and equipment, ensuring our service is equipped to respond to public safety events. Our team routinely updates the ministry with respect to operational and administrative matters, as required and when appropriate.

It is the responsibility of my leadership team and I to ensure your community leadership, as well as your citizens, know the policing services in their jurisdiction are prepared, modern, flexible and ready to respond to any critical event they may face. I encourage you to reach out to your local detachment commanders to discuss critical response, or any other policing concerns, directly. They are your local Chiefs of Police and I know they will be happy to hear from community leaders and citizens alike.

You may also reach out to me directly at 780-412-5444 or Curtis.zablocki@rcmp-grc.gc.ca. I am always happy to hear from community leaders.

Thank you for your continued support. We are proud to serve as your provincial and municipal police service.

Yours truly,



C. M. (Curtis) Zablocki M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

AGENDA
LONG LAKE REGIONAL WASTE MANAGEMENT SERVICES COMMISSION
REGULAR MEETING

Date: October 17, 2022

Time: 7 p.m.

Place: Long Lake Regional Landfill

A. CALL TO ORDER:

B. ADOPTION OF AGENDA:

1. Revisions or Additions
2. Items to be held "In Private"
3. Adoption

C. DELEGATIONS AND TOPICS:

D. ADOPTION OF MINUTES:

Minutes of the regular meeting for Long Lake Regional Waste Management Services Commission held September 19, 2022 during the transfer station tour.

E. BUSINESS ARISING FROM MINUTES:

1. Truck Haul Grimshaw/Manning
2. Landfill Design

F. ACCOUNTS AND FINANCE:

1. Accounts Payable and Financial Statement

G. CHAIRPERSONS REPORT:

H. CONTRACTORS CONCERNS/ REPORTS/ INFORMATION:

1. Residential Fall Clean Up Results
2. Transfer Station Operator's Meeting Review
3. 2022 Water Monitoring – October 12, 2022
4. Fall Managers Meeting – October 28, 2022

I. MEMBER CONCERNS:

J. NEW BUSINESS:

1. Christmas Closures
2. Rate Schedule for 2023
3. 2023 Proposed Budget

K. BYLAWS:

L. CORRESPONDENCE:

1. Extended producer responsibility (EPR) Regulation Order in Council
2. InVision Fall Newsletter

M. "IN PRIVATE":

N. NEXT MEETING/ADJOURNMENT: Monday, November 21, 2022.

If your municipality is unable to have a representative at the meeting, please let the Commission know. Thanks.

REGULAR MEETING

The minutes of the regular meeting of the Long Lake Regional Waste Management Services Commission held September 19, 2022 during the transfer station tour.

PRESENT:

1. Village of Berwyn
No Representative
2. Town of Grimshaw
Stephen Hennings, Chairperson
3. Town of Manning
Robert McLeod, Director
4. County of Northern Lights
Brenda Yasinski, Director
5. M.D. of Peace No. 135
Robert Willing, Director
6. Long Lake Regional Waste-
Therese Vance

A. CALL TO ORDER:

Stephen Hennings called the meeting to order at 10:26 a.m.

B. ADOPTION OF AGENDA:

2816-091922 ROBERT McLEOD MOVED adoption of the agenda with the addition of J. 6. Landfill Design.
CARRIED UNANIMOUSLY

C. DELEGATIONS AND TOPICS: None

D. ADOPTION OF THE MINUTES:

2817-091922 ROBERT McLEOD MOVED adoption of the minutes for the regular meeting held August 15, 2022.
CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM MINUTES:

1. M.D. of Peace No. 135 Joining – Signing of Master Agreement – Fully executed copies to be sent out to municipalities.
2. Conference Room – Painting/Exterior Repairs – Completed, looks great.
2818-091922 BRENDA YASINSKI MOVED the above be accepted as informational.
CARRIED UNANIMOUSLY

F. ACCOUNTS AND FINANCE:

1. Accounts Payable and Financial Statement:
2819-091922 ROBERT WILLING MOVED that the accounts payable and financial statement be accepted as presented.
CARRIED UNANIMOUSLY

G. CHAIRPERSONS REPORT: None

H. CONTRACTORS CONCERNS/REPORTS/INFORMATION:

1. Alberta Care Conference Highlights – Discussion held.
2820-091922 STEPHEN HENNINGS MOVED the above be accepted as informational.
CARRIED UNANIMOUSLY

I. MEMBER CONCERNS: None

J. NEW BUSINESS:

1. Ken Montie Resignation/Signing Authority/Council on Pause- Discussion held.
2821-091922 ROBERT WILLING MOVED that signing authority and vice chair be tabled to the organizational meeting.
CARRIED UNANIMOUSLY
2. Truck Haul Grimshaw/Manning/North Transfer Stations – Discussion held.
2822-091922 ROBERT WILLING MOVED that LLRWMS enter into a three year contract with Manning Disposals Ltd. for c can hauling and the north transfer stations as proposed by Manning Disposals Ltd. with the option of a five year contract with prices frozen at third year prices for years four and five. Renewal

options for the Town of Manning and Town of Grimshaw will be forwarded to those municipalities.

CARRIED UNANIMOUSLY

3. Metal Recycling Contractor – Discussion held.

2823-091922 STEPHEN HENNINGS MOVED we enter into a five year contract with SS Transport for metal recycling.

CARRIED UNANIMOUSLY

4. Chemical Jug Collection Sites - Discussion held.

2824-091922 BRENDA YASINSKI MOVED that we notify the CAOs of the municipalities about the up coming closures.

CARRIED UNANIMOUSLY

5. Transfer Station Operators Rate of Pay – Discussion held.

2825-091922 ROBERT WILLING MOVED that the fuel allowance for transfer station operators be increased to \$150.00 per month.

CARRIED UNANIMOUSLY

2826-091922 ROBERT WILLING MOVED that the hourly rate of pay remain the same for 2023.

CARRIED UNANIMOUSLY

6. Landfill Design – Discussion held. – Tabled to next meeting.

K. **BYLAWS:**

L. **CORRESPONDENCE:** None

M. **"IN PRIVATE":**

N. **NEXT MEETING/ADJOURNMENT:**

Next meeting to be held Monday, October 17, 2022 at 7:00 p.m. at the Long Lake Landfill.
Meeting was adjourned at 12:02 p.m.

(Chairperson)

(Recording Secretary)

LONG LAKE REGIONAL WASTE

ACCOUNTS PAYABLE

To Whom:	Reason:	Amount	
ATB Mastercard	Moonlite Office Equipment - File Cabinets	\$	945.00
	Fluent - Security System	\$	77.69
	Peavy Mark - Bottle Jack	\$	113.39
	Big North Graphics - Signs	\$	488.88
	Beyond 2000 - Office Supplies	\$	137.99
	Canadian Tire - Conference Room Supplies	\$	274.92
	Walmart - Conference Room Supplies	\$	308.96
	Canada Post - Stamps	\$	96.60
	Kinuso Mercantile Ltd. - Alberta Care Auction	\$	149.09
	Travellers - Lunch Alberta Care	\$	44.98
	Interest	\$	5.42
B & E Plumbing	Natural Gas to Conference Room	\$	2,642.92
UFA	Painting Supplies/Garbage Bags/Fuel	\$	2,120.43
Dwayne Wurst	Litter Control	\$	7,606.64
InVision	Excel Spreadsheets	\$	1,350.00
Pat's Auto Supply Ltd.	Metal Paint	\$	1,470.00
Brent's Auto Glass	Window for Conference Room	\$	173.44
Bastell's Painting Ltd.	Exterior of Conference Room	\$	697.61
Manning Disposals Ltd.	C Can Hauling	\$	6,300.00
Lori Vance	Office Cover Off - Alberta Care Conference/TS Tour	\$	3,685.50
			600.00

Total

\$ 26,646.54

Long Lake Regional Waste
Transactions by Account Report 09/13/22 to 10/11/22
Sorted by: Date

Date	Comment	Source #	Trans. No.	Debits	Credits	Balance	
1054	Security Deposits					16,688.00	Dr
1055	Commonwealth - Non Redeemable #17					148,008.39	Dr
09/30/22		Bank Statement	J1008	301.53	-	148,309.92	Dr
1056	Commonwealth - Closure Fund #16					302,820.81	Dr
09/30/22		Bank Statement	J1008	616.91	-	303,437.72	Dr
1057	Closure Fund #2					-	Dr
1058	Closure Fund #3					-	Dr
1060	Grimshaw Commonwealth					547,180.92	Dr
09/13/22	Skylight Ventures	2307	J870	277.61	-	547,458.53	Dr
09/13/22	3577, Bid Industries Ltd.	Cash	J871	52.50	-	547,511.03	Dr
09/14/22	Empire Home Building Centre	2309	J874	476.44	-	547,987.47	Dr
09/15/22	Next Generation Reforestation	2310	J878	109.76	-	548,097.23	Dr
09/16/22	3579, Ridge Runner Roofing	Cash	J880	139.16	-	548,236.39	Dr
09/21/22	Erik Moller	2311	J886	92.00	-	548,328.39	Dr
09/23/22	3584, Ridge Runner Roofing	Cash	J887	124.75	-	548,453.14	Dr
09/23/22	ATB MasterCar	3623	J892	-	2,642.92	545,810.22	Dr
09/23/22	LaPrairie Works Inc.	2312	J893	190.41	-	546,000.63	Dr
09/23/22	Dot Lyn Sales & Services Ltd.	2313	J894	105.00	-	546,105.63	Dr
09/23/22	Meston Group	2314	J895	4,227.46	-	550,333.09	Dr
09/23/22	Dave Gale - The Rock Carpentry	2316	J897	58.00	-	550,391.09	Dr
09/23/22	Silvertip Oilfield Services Inc.	2317	J898	411.13	-	550,802.22	Dr
09/23/22	Genics Inc.	2318	J899	26.25	-	550,828.47	Dr
09/23/22	Manning Disposals Ltd.	2319	J900	4,281.68	-	555,110.15	Dr
09/23/22	Manning Disposals Ltd.	2320	J901	4,059.36	-	559,169.51	Dr
09/23/22	Forest Pro Trucking	2315	J909	282.98	-	559,452.49	Dr
09/26/22	3585, Revived Contracting Ltd.	Cash	J902	125.50	-	559,577.99	Dr
09/26/22	3628, County of Northern Lights	Cash	J1009	44,709.06	-	604,287.05	Dr
09/27/22	North Peace Gas Co-Op Ltd.	2321	J903	10.50	-	604,297.55	Dr
09/27/22	Mike DeBoon Enterprises	2322	J904	696.48	-	604,994.03	Dr
09/27/22	Kaufmann Kartage Ltd.	2328	J958	123.25	-	605,117.28	Dr
09/28/22	3586, Revived Contracting Ltd.	Cash	J905	92.00	-	605,209.28	Dr
09/28/22	3587, Izaak Hudson	Cash	J906	67.00	-	605,276.28	Dr
09/28/22	3588, Izaak Hudson	Cash	J907	50.25	-	605,326.53	Dr
09/29/22	Forest Pro Trucking	2323	J910	123.01	-	605,449.54	Dr
09/30/22		FundsTransfer	J920	362.50	-	605,812.04	Dr
09/30/22	44216, B & E Plumbing Ltd.	3603	J971	-	2,120.43	603,691.61	Dr
09/30/22	September 30, 2022, UFA Co-Opera...	3642	J972	-	7,606.64	596,084.97	Dr
09/30/22	September 30, 2022, Stephen Henni...	3643	J973	-	300.00	595,784.97	Dr
09/30/22	September 30, 2022, Town of Manni...	3644	J974	-	299.12	595,485.85	Dr
09/30/22	September 30, 2022, Brenda Yasinski	3645	J975	-	434.23	595,051.62	Dr
09/30/22	September 30, 2022, Robert Willing	3646	J976	-	223.60	594,828.02	Dr
09/30/22	September 30, 2022, Dwayne Wurst	3647	J977	-	1,350.00	593,478.02	Dr
09/30/22	60974, Brent's Auto Glass	3648	J978	-	697.61	592,780.41	Dr
09/30/22	222590, InVision	3649	J979	-	1,470.00	591,310.41	Dr
09/30/22	7150544, Pat's Auto Supply	3651	J980	-	173.44	591,136.97	Dr
09/30/22	20156349, Bastell's Painting Ltd.	3652	J983	-	6,300.00	584,836.97	Dr
09/30/22	220930, Vance Home Construction &...	3660	J989	-	7,437.51	577,399.46	Dr
09/30/22	973951, Lori Vance	3662	J990	-	600.00	576,799.46	Dr
09/30/22	September 30, 2022, 583040 Alberta...	3663	J991	-	3,150.00	573,649.46	Dr
09/30/22	September 30, 2022, Clayton Pizze...	3664	J992	-	3,325.00	570,324.46	Dr
09/30/22	September 30, 2022, Blue Sky Energ...	3665	J993	-	2,900.63	567,423.83	Dr
09/30/22	September 30, 2022, Pat Exner	3666	J994	-	900.00	566,523.83	Dr
09/30/22	September 30, 2022, Judy Short	3667	J995	-	650.00	565,873.83	Dr
09/30/22	September 30, 2022, Marianne Ferris	3668	J996	-	650.00	565,223.83	Dr
09/30/22	September 30, 2022, Robert Ressler	3669	J997	-	550.00	564,673.83	Dr
09/30/22	September 30, 2022, Cecil Yost	3670	J998	-	1,600.00	563,073.83	Dr
09/30/22	September 30, 2022, Norman Wood	3671	J999	-	550.00	562,523.83	Dr
09/30/22	September 17, 2022, Telus	3672	J1000	-	203.20	562,320.63	Dr
09/30/22	44785394, Xplore	3673	J1001	-	71.40	562,249.23	Dr
09/30/22	846991, North Peace Gas Co-Op Ltd.	3674	J1002	-	5.48	562,243.75	Dr
09/30/22	September 27, 2022, Direct Energy	3675	J1003	-	861.92	561,381.83	Dr
09/30/22	September 12, 2022, Direct Energy -...	3676	J1004	-	52.25	561,329.58	Dr

Printed On: 10/11/22

Long Lake Regional Waste
Transactions by Account Report 09/13/22 to 10/11/22
Sorted by: Date

Date	Comment	Source #	Trans. No.	Debits	Credits	Balance	
09/30/22	10106, Vital Effect Inc.	3677	J1005	-	55.00	561,274.58	Dr
09/30/22	Bank Statement		J1008	-	3.00	561,271.58	Dr
10/03/22	Waste Management of Canada Corp.	2324	J939	239.08	-	561,510.66	Dr
10/03/22	Duncan's First Nation	2325	J940	541.19	-	562,051.85	Dr
10/03/22	DB Nason Construction Ltd.	2326	J941	75.07	-	562,126.92	Dr
10/03/22	North Peace Housing Foundation	2327	J942	21.00	-	562,147.92	Dr
10/03/22	3613, Cecil Yost - TS Fees	Cash	J943	80.00	-	562,227.92	Dr
10/03/22	3612, Clayton Pizzezy - TS Fees	Cash	J945	350.00	-	562,577.92	Dr
10/04/22	2326571 Alberta Ltd.	2329	J961	738.58	-	563,316.50	Dr
10/05/22	Secure Energy	2330	J963	262.76	-	563,579.26	Dr
10/11/22	Skylight Ventures	2331	J965	398.65	-	563,977.91	Dr
10/11/22	Empire Home Building Centre	2332	J966	73.34	-	564,051.25	Dr
10/11/22	Manzer Environmental Inc.	2333	J967	1,899.61	-	565,950.86	Dr
10/11/22	Dave Banack Contracting	2334	J968	36.38	-	565,987.24	Dr
10/11/22	Prairie Disposal Ltd.	2335	J969	8,213.66	-	574,200.90	Dr
10/11/22	3627, Town of Manning	202201070	J970	20,568.38	-	594,769.28	Dr
10/11/22	September 30, 2022, Prairie Dispos...	3654	J984	-	10,620.70	584,148.58	Dr
10/11/22	September 30, 2022 2, Prairie Dispo...	3655	J985	-	3,213.00	580,935.58	Dr
10/11/22	September 30, 2022, Manning Dispo...	3656	J986	-	4,142.17	576,793.41	Dr
10/11/22	September 30, 2022 2, Manning Dis...	3657	J987	-	2,952.32	573,841.09	Dr
10/11/22	September 30, 2022 3, Manning Dis...	3658	J988	-	3,685.50	570,155.59	Dr
10/11/22	3578, Quantum Lifecycle Partners	Cash	J1007	354.44	-	570,510.03	Dr
				95,126.18	71,797.07		
1065	ATB Savings - 90 Day Notice					30,247.02	Dr
1066	Servus Rewards					79.88	Dr
1067	Servus Savings Account #6					266,234.87	Dr
09/30/22	Bank Statement		J1008	415.76	-	266,650.63	Dr
1068	ATB GIC					11,352.37	Dr
1069	Transfer from Reserves/Savings					-	Dr
1070	Servus Savings - Equipment Reserve					381.02	Dr
09/30/22	Bank Statement		J1008	0.52	-	381.54	Dr

1067 SAVINGS ACCOUNT

Balance	\$ 266,650.63
Security Deposit Reserve	\$ (3,812.00)
	<u>\$ 262,838.63</u>

GIC 1 Year #18 2%

Balance	\$ 30,000.00
Interest	\$ 73.97
	<u>\$ 30,073.97</u>

Long Lake Regional Waste
Comparative Income Statement

	Actual 01/01/22 to 10/11/22	Budget 01/01/22 to 12/31/22	Difference
REVENUE			
Sales Revenue			
Commerical Tipping	248,301.22	220,000.00	28,301.22
Requisitions	470,007.26	539,623.20	-69,615.94
Transfer Site Revenue	6,960.48	7,500.00	-539.52
Recycling Fees	3,759.89	5,000.00	-1,240.11
Net Sales	<u>729,028.85</u>	<u>772,123.20</u>	-43,094.35
Other Revenue			
Investment income - cap	5,744.02	4,500.00	1,244.02
Interest Revenue	1,775.71	500.00	1,275.71
Miscellaneous Revenue	315,611.62	0.00	315,611.62
MD of Peace 135 Requisition Est.	40,800.00	40,800.00	0.00
Total Other Revenue	<u>363,931.35</u>	<u>45,800.00</u>	318,131.35
TOTAL REVENUE	<u>1,092,960.20</u>	<u>817,923.20</u>	275,037.00
EXPENSE			
Payroll Expenses			
WCB Expense	2,090.91	3,500.00	-1,409.09
Total Payroll Expense	<u>2,090.91</u>	<u>3,500.00</u>	-1,409.09
General & Administrative Expe...			
Accounting & Legal	15,800.00	16,000.00	-200.00
Advertising & Promotions	1,014.96	500.00	514.96
Meeting expense	7,323.70	8,600.00	-1,276.30
Workshops/Conferences	3,986.44	2,500.00	1,486.44
Memberships	395.00	500.00	-105.00
Trucking: TS Hauling	71,636.61	115,000.00	-43,363.39
Trucking: Residential Pickup	126,538.83	168,835.68	-42,296.85
Mileage	216.89	250.00	-33.11
Insurance	13,759.31	14,000.00	-240.69
Interest & Bank Charges	510.80	400.00	110.80
Office expenses	3,128.00	2,500.00	628.00
Skid Office Space	21,935.70	50,000.00	-28,064.30
Small Tools	645.97	2,500.00	-1,854.03
Pit cover expense	7,750.00	50,000.00	-42,250.00
Capital additions	2,750.00	7,000.00	-4,250.00
Closure & post closure provision	30,000.00	30,000.00	0.00
Equipment - Fuel & Oil	7,442.14	14,000.00	-6,557.86
Equipment - Repairs/Maint	9,019.62	20,000.00	-10,980.38
Miscellaneous Expenses	7,459.29	0.00	7,459.29
Contingency	465.60	5,000.00	-4,534.40
Lease expense	2,332.25	1,500.00	832.25
Mainsite Contract	65,008.41	75,000.00	-9,991.59
Transfer Station - Maintenance	8,733.18	11,000.00	-2,266.82
Transfer Station - Tours	1,241.43	1,300.00	-58.57
Transfer Station -Operator Contr...	107,600.00	142,000.00	-34,400.00
Transfer Station - Utilities	10,666.91	11,000.00	-333.09
Transfer Station -Operator Training	0.00	3,000.00	-3,000.00
Transfer Station - Mileage	0.00	500.00	-500.00
Litter Control	8,545.34	8,000.00	545.34
Main Site Maintenance	4,629.13	7,500.00	-2,870.87
Water monitoring	6,675.36	15,000.00	-8,324.64
Household hazardous waste	3,506.56	6,000.00	-2,493.44
Fluent Security	739.90	887.88	-147.98
Communications	2,812.82	3,500.00	-687.18
Main Site Utilities: Heating	2,376.21	2,500.00	-123.79
Main Site Utilities: Power	4,168.82	4,000.00	168.82
Main Site Utilities: Water	0.00	100.00	-100.00
Total General & Admin. Expen...	<u>560,815.18</u>	<u>800,373.56</u>	-239,558.38

Printed On: 10/11/22

**Long Lake Regional Waste
Comparative Income Statement**

	Actual 01/01/22 to 10/11/22	Budget 01/01/22 to 12/31/22	Difference
TOTAL EXPENSE	<u>562,906.09</u>	<u>803,873.56</u>	-240,967.47
NET INCOME	<u>530,054.11</u>	<u>14,049.64</u>	516,004.47

LONG LAKE REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

RATE SCHEDULE

Effective October 18, 2021

Scale:

Resident Commercial/C & D	\$55/tonne min \$25
Resident Large Commercial	\$100/tonne
Non-Resident Commercial/C & D	\$77.50/tonne min \$50
Oilfield	\$100/tonne min \$50
Asbestos Resident and Non-Resident	6 yard bin \$200.00 plus tipping fees Body Job \$500.00 plus tipping fees End Dump \$750.00 plus tipping fees
Cement and Asphalt	\$60/tonne min \$30

Equipment-

Cat, Packer and Hoe rates are according to the most recent ARHCA
Equipment Rental Guide

Mileage Rate-

59 cents per kilometer

Appliance Charges: Main Site & Transfer Stations-

\$30 per refrigeration unit
\$10 all other metal units

Minutes:

\$5.00 per approved set

Meetings:

Regular Meeting	\$120.00
Special Meeting	\$ 60.00
Conferences and Meetings Over 4 hrs.	\$200.00 per day
Chairperson Honorarium	\$100.00 per month

Extra Hours- Main Site Operation-

\$40 per hour

Transfer Station Rates- Commercial/ C & D/ Non Resident

\$10.00 Minimum Charge
\$10.00 Up to Half Pick-Up Truck Load
\$20.00 Full Pick-Up Load
\$60.00 Half to Full Bin

After Hours- Main Site

\$60.00 per hour

Cable/Wire Surcharge

\$500 per load plus tipping fee

Keys-

\$200 deposit per key to approved companies

Approved 10/18/2021

LONG LAKE REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

2023 BUDGET

		2022 Actuals	Proposed
		2022 Budget	2023 Budget
REVENUE:			
Commercial Tipping Fees	\$220,000.00	\$248,301.22	\$220,000.00
Interest	\$500.00	\$1,775.71	\$500.00
Misc. Income	\$0.00	\$7,392.62	
Return on Investments	\$4,500.00	\$5,744.02	\$4,500.00
Requisitions	\$539,623.20	\$470,007.26	\$539,623.20
Estimated MD of Peace Requisition	\$40,800.00	\$40,800.00	\$68,097.33
Transfer from Equipment Reserve and Savings			
Recycling Fees	\$5,000.00	\$3,759.89	\$5,000.00
Transfer Station Fees	\$7,500.00	\$6,960.48	\$7,500.00
Totals	\$817,923.20	\$784,741.20	\$845,220.53
EXPENDITURES:			
Advertising/Promotional Items	\$500.00	\$1,014.96	\$1,000.00
Interest and Bank Service Charges	\$400.00	\$510.80	\$600.00
Contingency	\$5,000.00	\$465.60	
Cover of Landfill	\$50,000.00	\$7,750.00	
Communications	\$3,500.00	\$2,812.82	
Litter Control	\$8,000.00	\$8,545.34	\$9,000.00
Bins (Repair/Purchase) Eight Bins			\$18,797.10
Equipment: Fuel/Oil	\$14,000.00	\$7,442.14	
Repairs	\$20,000.00	\$9,019.62	
Household Hazardous Waste	\$6,000.00	\$3,506.56	
Insurance	\$14,000.00	\$13,759.31	\$16,000.00
Leases	\$1,500.00	\$2,332.25	\$1,500.00
Main Site Contract	\$75,000.00	\$65,008.41	\$91,166.68
Main Site Maintenance	\$7,500.00	\$4,629.13	
Main Site Utilities: Heating	\$2,500.00	\$2,376.21	
Power	\$4,000.00	\$4,168.82	
Water	\$100.00		
Meetings	\$8,600.00	\$7,323.70	\$11,600.00
Memberships	\$500.00	\$395.00	
Miscellaneous Expenses MD 135 Joining		\$7,459.29	\$0.00
Skid Office Space	\$50,000.00	\$21,935.70	
Mileage	\$250.00	\$216.89	
Fluent Security	\$887.88	\$739.90	\$887.88
Office	\$2,500.00	\$3,128.00	
Professional Fees	\$16,000.00	\$15,800.00	
Closure & Post Closure Fund	\$30,000.00	\$30,000.00	
Capital Expenses	\$7,000.00	\$2,750.00	
Small Tools	\$2,500.00	\$645.97	\$2,500.00
Transfer Stn.: Maintenance	\$11,000.00	\$8,733.18	
Operator Contracts	\$142,000.00	\$107,600.00	\$144,400.00
Tours	\$1,300.00	\$1,241.43	\$1,600.00
Utilities	\$11,000.00	\$10,666.91	
Trucking: Residential	\$168,835.68	\$126,538.83	
Transfer Station Hauling	\$115,000.00	\$71,636.61	\$126,500.00
Water Monitoring	\$15,000.00	\$6,675.36	
Workers Compensation	\$3,500.00	\$2,090.91	
T.S. Operator Training	\$3,000.00		
T.S. Operator Training Mileage	\$500.00		
Landfill Expansion and Design	\$0.00		
Workshops/Conferences	\$2,500.00	\$3,986.44	\$4,000.00
Total Cash Budget	\$803,873.56	\$562,906.09	\$429,551.66
SURPLUS/SHORTAGE			
		\$14,049.64	\$221,835.11
			\$415,668.87
Adjustments for Income Statement accounting purposes			
Add-back Closure and post closure fund	\$ 30,000.00	\$30,000.00	
Deduct post closure provision (expense)	\$ 3,551.00	\$3,551.00	
Deduct amortization provision (expense)	\$ 43,961.00	\$43,961.00	
Total Income Statement Budget for accounting purposes	-\$3,462.36	\$204,323.11	\$415,668.87

Took out \$308,219.00 for Joining

16 Bins 35 to 40

addition of conference room

to allow for 5

Contracted amount

add \$2400 for fuel allowance
to allow for 6

may change based on Manning
added 10% for increase and use

Add for directors to attend

Peace Regional Restorative Justice



Safe, Healthy, and Connected Communities

October 17, 2022

Notice of AGM:

Good evening!! I am writing to inform you that the Peace Regional Restorative Justice Annual General Meeting is being held November 07 2022. Please join us to as we discuss the restorative justice landscape in the Peace Region and hear from guest speaker, Court of Kings Bench Justice, Anna Loparco!

Come out to learn more and help shape the efforts of Peace Regional Restorative Justice (PRRJ) in furthering its vision to support safe, healthy, and connected communities!

PRRJ is a non-profit organization that addresses the needs of people and communities impacted by crime. It employs restorative justice principles and practices to encourage meaningful opportunities for healing, growth, and resolution. It strives to foster relationships and partnerships that support education and awareness opportunities.

The meeting starts at 06:00PM and will be held at the Stepping Up office located at 9613 100 Street Peace River Alberta, on November 07 2022. Meeting of Board Membership to follow at 07:00PM