



**AGENDA**  
**VILLAGE OF BERWYN**  
**COUNCIL MEETING**  
**August 25, 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 July 28, 2022

**4. BUSINESS ARISING FROM THE MINUTES**

4.1

**5. PUBLIC HEARINGS**

5.1

**6. DELEGATIONS**

6.1 Jonathan McLeod – Arena Discussion

**7. COMMITTEE OF THE WHOLE**

7.1 & 7.1b ATCO Franchise Fees

**8. BYLAWS**

8.1 Bylaw 695 Business License

**9. NEW BUSINESS**

9.1 RFD - North Peace Housing Foundation – Regional Needs Assessment

9.2 RFD - FCSS Services

**10. FINANCIALS**

10.1 Budget Variance Report

10.2 Cheque Report

10.3 Cash Position Report

**11. CORRESPONDENCE and INFORMATION**

11.1 Town of Ponoka – Letter to Honorable Tyler Shandro - Re: Monetary Questions Concerning the RCMP Debate

11.2 Ukrainian Canadian Congress

11.3 Economic Developers Alberta (EDA) – Webinar Wednesday

11.4

**12. COMMITTEE REPORTS**

12.1

**13. CHIEF ADMINISTRATIVE OFFICER REPORT**

13.1 CAO Report

**14. CLOSED SESSION**

14.1

**15. ADJOURNMENT**

**VILLAGE OF BERWYN  
REGULAR COUNCIL MEETING  
MINUTES  
Thursday, July 28, 2022**

The regular meeting of the council of the Municipality of Berwyn was held in council chambers in the municipality office on July 28, 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

Councillor Montie did not attend the meeting.

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. 01-07-28-22

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

**Additions:** 9.1 RFD – Agreement for Regional Assessment Review Services Board and Agreement  
11.5 Funding for Alberta Municipal Water/Wastewater Partnership – SCADA System Upgrade  
12.2 Peace Regional Mental Health Taskforce – Report from Councillor Nettelfield – No attachment  
12.3 Public Works Report – Joel Fraser

**APPROVAL OF MINUTES**

RESOLUTION NO. 02-07-28-22

MOVED by Councillor Steeves that the minutes of the regular meeting of council held on June 23, 2022, be approved as presented. **CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

None

**PUBLIC HEARING**

None

**DELEGATIONS**

None

**COMMITTEE OF THE WHOLE**

7.1 Waste to Energy Study

RESOLUTION NO. 03-07-28-22

MOVED by Councillor Steeves to enter Committee of the Whole at 7:02 p.m. **CARRIED**

RESOLUTION NO. 04-07-28-22

MOVED by Councillor Nettelfield to leave Committee of the Whole at 7:18 p.m. **CARRIED**

**BYLAWS**

8.1 Rescind Bylaw No. 611 - Rescinding Bylaw No. 693 – Replace with new CAO Bylaw No. 694

RESOLUTION NO. 05-07-28-22

MOVED by Councillor Steeves give First Reading to Bylaw No. 693 to rescind Bylaw No. 611 CAO Bylaw. **CARRIED**

RESOLUTION NO. 06-07-28-22

MOVED by Councillor Nettelfield give Second Reading to Bylaw No. 693 to rescind Bylaw No. 611 CAO Bylaw. **CARRIED**

VILLAGE OF BERWYN  
REGULAR COUNCIL MEETING MINUTES  
June 9, 2022

RESOLUTION NO. 07-07-28-22

MOVED by all Council present to give UNANIMOUS consent to proceed with Third and Final Reading to Bylaw No. 693 to rescind Bylaw No. 611 CAO Bylaw.

**CARRIED**

RESOLUTION NO. 08-07-28-22

MOVED by Mayor Hockley to give Third and Final Reading to Bylaw Bylaw No. 693 to rescind Bylaw No. 611 CAO Bylaw.

**CARRIED**

RESOLUTION NO. 09-07-28-22

MOVED by Councillor Steeves to pass the first reading of Bylaw No. 694 with an amendment to 3.3.2 C, to establish The Role and Responsibilities of the Chief Administrative Officer.

**CARRIED**

RESOLUTION NO. 10-07-28-22

MOVED by Councillor Nettelfield to pass the second reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer.

**CARRIED**

RESOLUTION NO. 11-07-28-22

MOVED by Council to give UNANIMOUS consent to proceed with Third and Final Reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer.

**CARRIED**

RESOLUTION NO. 12-07-28-22

MOVED by Councillor Steeves to pass the third and final reading of Bylaw No. 694 to establish The Role and Responsibilities of the Chief Administrative Officer.

**CARRIED**

8.2 Bylaw No. 695 Business License Bylaw

RESOLUTION NO. 13-07-28-22

MOVED by Councillor Nettelfield give First Reading to Bylaw No. 695 Business License Bylaw.

**CARRIED**

Bylaw 695 is tabled until changes are made.

8.3 Bylaw No. 696 Bylaw Assessment Classes

RESOLUTION NO. 14-07-28-22

MOVED by Councillor Nettelfield give First Reading to Bylaw No. 696 Assessment Classes Bylaw.

**CARRIED**

RESOLUTION NO. 15-07-28-22

MOVED by Councillor Steeves give Second Reading to Bylaw No. 696 Assessment Classes Bylaw.

**CARRIED**

RESOLUTION NO. 16-07-28-22

MOVED by all Council present to give UNANIMOUS consent to proceed with Third and Final Reading to Bylaw No. 696 Assessment Classes Bylaw.

**CARRIED**

RESOLUTION NO. 17-07-28-22

MOVED by Mayor Hockley to give Third and Final Reading to Bylaw Bylaw No. 696 Assessment Classes Bylaw.

**CARRIED**

**NEW BUSINESS**

9.1 Agreement for Regional Assessment Review Services Board and Agreement

RESOLUTION NO. 18-07-28-22

MOVED by Councillor Steeves to enter into the agreement for the Regional Assessment Services.

**CARRIED**

**FINANCIALS**

10.1 Updated Cash Position Report

RESOLUTION NO. 19-07-28-22

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

**CARRIED**

VILLAGE OF BERWYN  
REGULAR COUNCIL MEETING MINUTES  
June 9, 2022

10.2 Budget Variance Report

RESOLUTION NO. 20-07-28-22

MOVED by Councillor Nettelfield accept the Budget Variance Report as information.

**CARRIED**

10.3 Cheque Report

RESOLUTION NO. 21-07-28-22

MOVED by Councillor Steeves to accept the Cheque Report as information.

**CARRIED**

10.4 Cash Position Report

RESOLUTION NO. 22-07-28-22

MOVED by Councillor Nettelfield to accept the Cash Position Report as information.

**CARRIED**

10.5 Budget Tracking

RESOLUTION NO. 23-07-28-22

MOVED by Councillor Steeves to create a Community Gardens reserve account list and all remaining funds from the Nutrition Grant.

**CARRIED**

RESOLUTION NO. 24-07-28-22

MOVED by Councillor Steeves to table the draft document budget.

**CARRIED**

**CORRESPONDENCE and INFORMATON**

11.1 The Weekly – Alberta Municipalities

RESOLUTION NO. 25-07-28-22

MOVED by Mayor Hockley to have one person attend the 2022 ABmunis Convention & Trade Show virtually.

**CARRIED**

11.2 Minutes – Healthcare Attraction and Retention Committee

RESOLUTION NO. 26-07-28-22

MOVED by Councillor Steeves to accept the minutes from the Healthcare Attraction and Retention Committee as information.

**CARRIED**

11.3 Bylaw Report – April to June 2022

RESOLUTION NO. 27-07-28-22

MOVED by Councillor Nettelfield to accept the Bylaw Report dated April to June 2022 as information.

**CARRIED**

11.4 North Peace Housing Regional Water Needs

RESOLUTION NO. 28-07-28-22

MOVED by Councillor Nettelfield that administration contact the Lac Cardinal Economic Development Board regarding regional housing assessment option for Berwyn and contact North Peace Housing for more information on their regional needs assessment.

**CARRIED**

11.5 Northern Woods & Water Highway

RESOLUTION NO. 29-07-28-22

MOVED by Councillor Steeves to accept the information provided by Northern Woods & Water Highway as information.

**CARRIED**

11.6 Funding for Alberta Municipal Water/Wastewater Partnership – SCADA System upgrade

RESOLUTION NO. 30-07-28-22

MOVED by Mayor Hockley to have administration contact the engineers to update the quote on the SCADA system.

**CARRIED**

**COMMITTEE REPORTS**

12.1 Economic Development for Elected Officials – Councillor Bak Certificate of Completion

RESOLUTION NO. 31-07-28-22

MOVED by Councillor Nettelfield to accept the Economic Development for Elected Officials congratulations letter and certificate of completion to Councillor Bak as information.

**CARRIED**

VILLAGE OF BERWYN  
REGULAR COUNCIL MEETING MINUTES  
June 9, 2022

12.2 Public Works Report from Joel Fraser  
RESOLUTION NO. 32-07-28-22

MOVED by Councillor Steeves to accept the written report from public works, Joel Fraser as information. **CARRIED**

**CHIEF ADMINISTRATIVE OFFICER and DEPARTMENT REPORTS**

13.1 CAO Report  
RESOLUTION NO. 33-07-28-22

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

**CLOSED SESSION**

14.1

**ADJOURNMENT**

Being that agenda matters have been concluded Mayor Hockley adjourned the meeting at 9:15 p.m.

These minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Mayor  
Cindy Hockley

\_\_\_\_\_  
Chief Administrative Officer  
Matthew Norburn

# **VILLAGE OF BERWYN**

## **Administrative Report**

Council Meeting Date: August 25<sup>th</sup>, 2022

### **Topic: ATCO Franchise Fees**

Background: ATCO has sent a reminder that if the Village can adjust the franchise fees. ATCO Electric must receive the municipality's request complete with a copy of the notice by November 14, 2022, in order to obtain AUC approval.

#### **Attachments:**

1. Letter from ATCO

**Recommendation: That council accepts for information.**

August 24, 2022

Village of Berwyn  
Attn: Matthew Norburn  
Box 250  
Berwyn T0H 0E0

**Re: Distribution Revenue Forecast for 2023 Franchise Fee**

---

Dear Matthew Norburn,

Your Franchise Agreement allows for an annual change to the franchise fee percentage. However, specific procedures must be followed before the fee can be changed and take effect. This letter is intended to provide you with an overview of the franchise fee change procedure as follows:

1. Your Municipality must decide if a change is required and what the new fee percentage should be. ATCO Electric will provide revenue estimates to help you with this (if the new fee is greater than the pre-approved cap in your franchise, a different process is required).
2. In accordance with the Alberta Utilities Commission (AUC) Decision approving your Franchise Agreement, you must publish a public notice of the proposed change in the local newspaper with the greatest circulation. This notice must include the effect of the proposed change for the average residential customer. ATCO Electric can estimate the new charges and the impact on an average customer bill. We recommend that fee change notices be published before **October 10, 2022**.
3. Residents must have at least 14 days from the publication of the notice to make their concerns known to the Municipality and the Municipality is to respond to these concerns.
4. The Municipality will advise ATCO Electric by letter the new desired fee percentage. This letter must include a copy of the public notice with publication details (date and name of newspaper), and any comments the Municipality wants to include on the public response.
5. ATCO Electric will apply to the AUC to change the rate. Copies of the Municipality's letter and public notice will be included with the application. ATCO Electric must receive the municipality's request (complete with a copy of the notice) by **November 14, 2022** in order to obtain AUC approval and commence billing the new fee effective January 1, 2023.
6. The AUC must approve the change to ATCO Electric's rates. Provided the Commission is satisfied that proper notice was given they do not receive any objections or concerns from the public, the approval is anticipated to be issued quickly.
7. Once the rate change is approved, ATCO Electric will commence charging and remittance of the new fee.

The following information will help you decide the appropriate fee percentage for your community.

Current Fee Percentage	Current Fee Cap	Distribution Revenue Previous calendar year	Estimated 2022 Distribution Revenue	Estimated 2023 Distribution Revenue
6% of distribution revenue	20%	\$457,958	\$554,793 Estimated on first 6 months of data	\$535,375 Amortized (inflation index)

**To estimate the franchise fee amount, multiply the Estimated Distribution Revenue by the fee percentage. When calculating your revenue requirements please remember that this fee is paid in addition to the linear taxes on the distribution system.**

Estimated revenues are calculated based on the best available information and are subject to change due to AUC final approved tariffs, Alberta Electric System Operator (AESO) flow-thru charges or changes in load growth.

We are available to discuss this with you in more detail if required. If you have any questions or comments, please call me at 780-219-6558.

Yours truly,

Carol Broadribb  
Customer Sales Representative  
ATCO Electric  
780-219-6558  
Carol.Broadribb@atco.com

## VILLAGE OF BERWYN

### BYLAW 695

Being a bylaw relating to the licensing and regulation of businesses in  
the VILLAGE OF BERWYN

---

#### Title

1. This Bylaw may be cited as the “Business License Bylaw”.

#### Definitions

2. In this Bylaw:
  - (a) “Business” includes any business, occupation, activity, amusement, entertainment, trade employment, profession or calling and the provision of a service of any kind that is conducted for the purpose of earning income, whether or not it is conducted for the purpose of earning a profit;
  - (b) “Business License” means a license to operate a Business, as issued in accordance with this Bylaw;
  - (c) “Cannabis” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations;
  - (d) “Cannabis Accessory” means a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs, vaporizers, that is represented to be used in the consumption of cannabis or a thing that is represented to be used in the production of cannabis;
  - (d.1) “Chief Administrative Officer” or “CAO” means the individual appointed by Council to the position of Chief Administrative Officer under section 205 of the *Municipal Government Act* and pursuant to the Chief Administrative Officer Bylaw;
  - (e) “VILLAGE” means the VILLAGE OF BERWYN;

- (f) “License Holder” means the Person to whom the applicable Business License has been issued;
- (g) “License Inspector” means the Person appointed under Section 3;
- (h) “Not For Profit Organization” means a non-profit organization as defined in the *Municipal Government Act*, R.S.A. 2000, cM-26;
- (i) **“Registered Society” means is an independent legal entity, a corporate 'person' that exists separate and apart from its members.**
- (j) “Person” includes an individual, sole proprietorship, corporation, partnership, joint venture, co-operative or society;
- (k) “Public Nuisance” means any of the following:
  - (i) the production of any generally offensive odours; or
  - (ii) the generation of unreasonably loud, raucous or unusual noise which annoys, disturbs, or detracts from the comfort, repose or peace of any other person of ordinary sensitivity;
- (l) “Regulated Business” means a business that is identified in a Schedule to this Bylaw, excluding Schedule “A”, in relation to which Council may adopt regulations in addition to those set out in the body of this Bylaw;
- (m) “Restricted Product” means any of the following:
  - (i) Cannabis, as defined in subsection (c); or
  - (ii) Cannabis Accessory, as defined in subsection (d)
- (n) “Special Event” means a trade show, craft fair, farmers’ market, or any event permitted as such by the CAO;
- (o) “BERWYN” means the geographic area of the VILLAGE;
- (p) “this Bylaw” includes any schedule to this Bylaw;
- (q) “Transfer” includes a sale or gift.

### **The License Inspector**

3. (1) The CAO must appoint a License Inspector.
- (2) If the CAO does not appoint a License Inspector, the CAO is the License Inspector.
- (3) The License Inspector may delegate any duty or responsibility of the License Inspector to an employee or agent of the VILLAGE.

#### **Powers and Responsibilities of the License Inspector**

4. The powers and responsibilities of the License Inspector are:
  - (a) to receive and consider applications for Business Licenses, including the power to consult with, obtain information from and verify information with other employees or agents of the VILLAGE, other governments, government agencies or Persons;
  - (b) to issue Business Licenses, impose conditions on Business Licenses and refuse to issue Business Licenses;
  - (c) to revoke and suspend Business Licenses;
  - (d) to keep a record of all Business Licenses issued and any particulars of those licenses;
  - (e) to maintain a register of Business Licenses that is available to all departments of the VILLAGE to access for the purpose of administering and enforcing this Bylaw, any other bylaw of the VILLAGE or enactment of Alberta or Canada;
  - (f) to undertake any inspections of lands or buildings and make any inquiries necessary to ensure compliance with this Bylaw;
  - (g) to be responsible for the administration and enforcement of this Bylaw, and
  - (h) to exercise any other power, responsibility or discretion provided under this Bylaw.

### **Directory**

5. (1) The License Inspector may publish or authorize the publication of a publicly available directory of Businesses in the VILLAGE.

- (2) Unless subsection (3) applies, the directory may contain any information provided by an applicant or License Holder under this Bylaw.
- (3) At the time information is provided under this Bylaw, an applicant or License Holder may require that information not be included in a directory that may be published under subsection (1).
- (4) When an applicant or License Holder provides information under this Bylaw, the applicant or License Holder must be given an opportunity to exercise the right under subsection (3).
- (5) The License Inspector may establish terms and conditions under which a directory is published or information included in it.
- (6) The License Inspector may also include information in the directory in relation to a person who is not required to hold a Business License under this Bylaw:
  - (a) on the request of that person, and
  - (b) on terms and conditions established by the License Inspector, including payment of a fee for inclusion.

#### **Requirement for a Business License**

- 6. (1) A Person that carries on or operates a Business in BERWYN must hold a valid Business License issued under this Bylaw.
- (2) Subsection (1) applies to whether a person carries on or operates a Business as a principal or as an agent.

#### **Exclusions from the Requirement for a Business License**

- 7. (1) The following persons may carry on or operate a Business in BERWYN without a Business License:
  - (a) the Crown in right of Alberta;
  - (b) the Crown in right of Canada;
  - (c) a Crown corporation;
  - (d) the VILLAGE,

- (e) a Person whose Business is carried on as part of a Special Event,
  - (f) a Person whose Business is expressly exempted from the requirement of a Business License by a statute of the Legislature of Alberta or Parliament of Canada.
- (2) If only part of a Business is covered by an exemption under subsection (1), the person who carries on or operates the Business must comply with this Bylaw in respect of any part of the Business that is not exempted.

### **Application for a Business License**

8. (1) A person must submit an application for a Business License to the License Inspector.
- (2) The application must be in the form required by the License Inspector and include the following:
- (a) the applicant's name;
  - (b) the name of the Business and any trade names under which the Business is to be conducted;
  - (c) the phone number of the Business;
  - (d) the operating address of the Business;
  - (e) the mailing address of the Business;
  - (f) the proper name of the owner of the business, including the corporate access number if any;
  - (g) the address of the owner of the Business;
  - (h) the phone number of the owner of the Business;
  - (i) the name and phone number of an emergency contact for the Business;
  - (j) a description of the nature of the business that includes, the type of business, the number of employees and whether the Business will use or store hazardous materials;
  - (k) the signature of the applicant or the applicant's agent;

- (l) any other information that the License Inspector may reasonably require for the purpose of the administration of this Bylaw, and
  - (m) the Business License fee specified under Schedule A, unless that Business is exempt under Section 9.
- (3) In addition to the information required in subsection (2), an applicant for a Business License for a Regulated Business must also provide the information and documents required by the Schedule applicable to that Business.
  - (4) If there is any change to the information provided to the License Inspector in the application for a Business License during the term of a Business License, the License Holder must immediately advise the License Inspector in writing of the change.

### **Exemption from Fees**

- 9. (1) A Not For Profit Organization and Registered Societies may apply to the License Inspector for an exemption from the Business License fee required under Schedule A.
- (2) An application under subsection (1) must be in the form required by the License Inspector and must include:
  - (a) the name of the Not For Profit Organization and Societies;
  - (b) information regarding the corporate structure of the Not For Profit organization or Registered Societies, including a BN, registered charity number, or other governmental authorization;
  - (c) the nature of the business engaged in by the Not For Profit Organization or Registered Society;
  - (d) a description of how the proceeds from the Business are or will be used to advance the objectives of the Not For Profit Corporation or Registered Society, and
  - (e) a description of the Not For Profit Organization's or Registered Societies activities in BERWYN and elsewhere.
- (3) After receipt of an application under subsection (2), the License Inspector may waive the Business License fee in whole or in part if

the License Inspector considers that such a waiver is in the best interests of the VILLAGE and its inhabitants.

- (4) The License Inspector may establish policies that guide the circumstances under which the License Inspector will waive a Business License fee.
- (5) A waiver under subsection (3) does not relieve the Not For Profit Organization from otherwise complying with the terms of this Bylaw.

### **Considering the Application**

- 10. (1) The License Inspector must consider each complete application.
- (2) Subject to subsection (3), the License Inspector must grant a Business License to the applicant if the applicant meets the requirements of this Bylaw.
- (3) The License Inspector may refuse to issue a Business License or impose conditions on a Business License if the License Inspector:
  - (a) has revoked or suspended a Business License of the applicant for the same or a similar Business within the past 12 months, or
  - (b) has reasonable grounds for believing that the applicant does not or will not comply with this Bylaw, another bylaw of the VILLAGE, or enactment of Alberta or Canada in relation to the carrying on or operation of the Business.
  - (c) has reasonable grounds for believing that issuing a Business License with respect to the proposed Business is not in the public interest.
- (4) At any relevant time the License Inspector may impose, in addition to the conditions referenced under subsection (3), conditions on a

new or existing Business License in relation to the establishment or operation of the applicable Business.

- (5) The License Inspector must specify on the Business License:
- (a) the name of the License Holder and each name under which the Business is to be conducted;
  - (b) a description of the type of Business for which the license is issued;
  - (c) the Schedule, if any, applicable to a Regulated Business;
  - (d) the location where the Business is to be conducted;
  - (e) any conditions on the Business License, and
  - (f) the expiry date of the Business License.

#### **Business License Fee**

11. (1) If the Business License fee for a Business License is not paid, the Business License is not valid.
- (2) Once the License Inspector has issued a Business License, the Business License fee is not refundable.

#### **Effect of and Limitations on a Business License**

12. (1) Subject to subsection (4), a Business License allows the License Holder to operate or carry on the Business described in the Business License and a Business License for a Regulated Business allows the License Holder to operate or carry on the Regulated Business described in the Business License provided that the License Holder complies with the specific regulations adopted by Council for that Regulated Business.
- (2) A separate Business License is required for each location in the VILLAGE where that business is carried on.
- (3) A Business License remains the property of the VILLAGE.
- (4) A Business License does not relieve the License Holder from the obligation to obtain any other permit, license or other approval that

maybe required under another bylaw of the VILLAGE or any other governmental authority.

- (5) If a License Holder Transfers a Business to another Person, the License Holder or the new transferee may apply to the License Inspector to Transfer the Business License to that Person.
- (6) An application under subsection (5) must:
  - (a) be made within five business days of the Transfer of the Business;
  - (b) be in the form required by the License Inspector;
  - (c) be signed by the License Holder, and the Person to whom the Business is Transferred, and
  - (d) include all or any of the information required under Section 8 that the License Inspector requires.
- (7) If an application for a Transfer is not made within the time specified under subsection (6)(a), the Business License is revoked on the 6<sup>th</sup> business day following the Transfer of the Business.

### **Term of Business License**

- 13. A Business License issued under this Bylaw expires on December 31 of the year for which it was issued, unless it is revoked earlier under Section 12 of this Bylaw.

### **Obligations of Business License Holder**

- 14. (1) A License Holder must ensure that the Business conducted under a Business License complies with:
  - (a) this Bylaw, including additional requirements of any Schedule appended to and forming a part of this Bylaw;
  - (b) any conditions imposed on the Business License; and
  - (c) in the event that, in the opinion of the License Inspector, the sale and/or display of Restricted Products has caused a Public Nuisance to the immediate area surrounding the premises from which Restricted Products are sold, the License Inspector may impose the following conditions on

the related Business License in addition to any other conditions that may be imposed under this Bylaw;

- (i) A requirement that no sales of Restricted Products can occur between the hours of 10:00PM and 10:00AM; and
- (ii) A requirement that all Cannabis must be held in sealed containers or sealed packaging while it is stored, displayed, or otherwise kept at the premises from which it is sold.

(2) A License Holder must:

- (a) post the Business License in a conspicuous place in the premises where the Business under the license is carried on or operated, and
- (b) produce the Business License to the License Inspector or Bylaw Officer if requested to do so.

(3) A License Holder must give access to the premises specified in the Business License to the License Inspector or a Bylaw Officer.

14.1 (1) No person may sell a Restricted Product to a minor.

(2) No person shall display a Restricted Product at a place of business such that the Restricted Product is visible from outside the place of Business.

(3) The restrictions of this section 14.1 do not apply in the context of a licensed or regulated pharmacy as contemplated by the *Pharmacy and Drug Act* RSA 2000 c. P-13, or a licensed Business within which such licensed or regulated pharmacy is operated.

(BL 9/2012)

### **Cancellation of Business License by a License Holder**

15. (1) A License Holder may cancel a Business License by providing a written notice to the License Inspector.

(2) If a license is cancelled under subsection (1), the Business License fee is not refundable.

## Revocation or Suspension of Business License by License Inspector

16. (1) If the Business carried on or operated under a Business License does not comply with:

- (a) this Bylaw;
- (b) any condition imposed on the license, or
- (c) any other bylaw or enactment of Alberta or Canada applicable to the business or the premises where the Business is located,

the License Inspector may revoke the Business License or suspend the Business License for a period that the License Inspector considers appropriate.

- (2) If an applicant for a Business License provides inaccurate or misleading information in an application for a Business License, the License Inspector may revoke the Business License or suspend the Business License for a period that the License Inspector considers appropriate.

- (2.1) The License Inspector, upon the reasonable belief that it is within the public interest to do so, may revoke the Business License or suspend the Business License for a period that the License Inspector considers appropriate.

- (3) The License Inspector must give written notice of the revocation or suspension, setting out in general terms the reason for the revocation or suspension and in the case of a suspension the period of the suspension.

- (4) The revocation or suspension of a Business License under subsection (1) is effective:

- (a) 24 hours after delivery if the written notice is delivered personally to the License Holder or the registered office of a corporate License Holder;
- (b) 72 hours after posting if the written notice is posted in a conspicuous place at the premises specified in the license where the Business is to be conducted or operated, or
- (c) seven days after mailing if the written notice is mailed by ordinary mail to the mailing address provided in the

application for a Business License or the address subsequently provided in writing under Section 8(4), whichever is earliest.

- (5) In the notice suspending or revoking a license, the License Inspector may increase the time before which a revocation or suspension is effective from that established under subsection (4).
- (6) If the License Inspector increases the amount of time under subsection (5), the License Inspector may impose conditions on the Business License that the License Inspector considers reasonable to ensure the protection of the public and the integrity of the administration of this Bylaw.
- (7) A License Holder must cease carrying on or operating a Business immediately once a suspension or revocation is effective.
- (8) The License Inspector may act under subsection (1) in addition to or instead of prosecuting an offence under this Bylaw or the *Provincial Offenses Procedure Act*, or both.

### **Appeals**

- 17. (1) If the License Inspector:
  - (a) refuses to issue a Business License;
  - (b) revokes or suspends a Business License;
  - (c) identifies a Business subject to a Schedule;
  - (d) imposes a condition on a Business License, or
  - (e) refuses to waive a fee for a Not For Profit Organization,the applicant or License Holder may appeal the decision to the Appeal Committee.
- (2) An appeal must be:
  - (a) in writing, setting out the reasons for the appeal;
  - (b) accompanied by the appeal fee required by Schedule A, and

- (c) delivered to the office of the CAO within seven days of the date that the License Holder is first notified of the decision of the License Inspector under Section 16(4).
- (3) On the filing of an appeal in accordance with subsection (2), a decision to revoke or suspend a Business License is stayed for 30 business days or until the date the appeal hearing is scheduled, whichever occurs first.
- (4) As soon as reasonably possible after the filing of an appeal in accordance with subsection (2), the CAO must appoint an Appeal Committee for the purpose of hearing the appeal unless the CAO is the License Inspector under Section 3.
- (5) If the CAO is the License Inspector under Section 3, the Council must appoint an Appeal Committee.
- (6) An Appeal Committee must comprise three residents of BERWYN, but must not include the CAO, License Inspector or an employee of the VILLAGE who works under the direction of the License Inspector.
- (7) The Appeal Committee must schedule the hearing of the appeal within 30 days of the filing of the notice of appeal.
- (8) Subject to the requirements of this Bylaw, the Appeal Committee may establish the procedure for the hearing of the appeal, grant adjournments and stay a decision to revoke or suspend a Business License subject to conditions.
- (9) The Appeal Committee must issue its decision with reasons, in writing, within seven business days of the conclusion of the hearing.
- (10) The Appeal Committee may:
  - (a) uphold the decision of the License Inspector;
  - (b) vary the decision of the License Inspector or substitute its own decision, or
  - (c) overturn the decision of the License Inspector.
- (11) The decision of the Appeal Committee is final.

### **Inspection of Lands and Buildings**

18. If there are reasonable grounds for believing that a person is carrying on or operating a Business without a Business License, the License Inspector or Bylaw Officer may inspect lands or a building to determine whether a person is carrying on or operating a business without a Business License.

### **A business License is not a Representation of Compliance with other Bylaws**

19. A Business License issued under this Bylaw is not a representation to the License Holder that the Business complies with the requirements of any other bylaw or enactment, and the License Holder is responsible to ensure that the License Holder complies with all applicable bylaws and enactments.

### **Offence**

20. (1) A Person is guilty of an offence if that Person:
- (a) carries on or operates a Business in BERWYN without a Business License as required under this Bylaw, unless an exclusion under Section 7 applies;
  - (b) carries on or operates a Business in BERWYN in breach of a condition imposed on a Business License; or
  - (c) is in breach of any provision of this Bylaw.
- (2) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (3) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.
- (4) In the case of an offence that is of a continuing nature, a contravention of a provision of this Bylaw constitutes a separate

offence with respect to each day, or part of a day, during which the contravention continues, and a Person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such separate offence.

(BL 9/2012)

### **Fines and Penalties**

21. A Person who is guilty of an offence under this Bylaw is liable

- (a) to a fine in the amount of up to \$500.00; or

### **Municipal Violation Tag**

22. (1) A Bylaw Officer may issue, with respect to an offence under this Bylaw, a Municipal Violation Tag specifying the fine amount (including any Early Payment fine amount) as may be established by this Bylaw.
- (2) Where a Municipal Violation Tag is issued, the fine amount indicated thereon may be paid as directed in lieu of prosecution.

### **Violation Ticket**

23. (1) A Bylaw Officer may issue, with respect to an offence under this Bylaw, a Violation Ticket:
- (a) specifying the fine amount established by this Bylaw; or
  - (b) requiring an appearance in court without the option of making a voluntary payment.
- (2) Where a Violation Ticket specifies a fine amount, a voluntary payment equal to the specified fine amount may be made as directed.

**SCHEDULE "A"**  
**TO BUSINESS LICENSE BYLAW 43/2000**  
Effective January 1, 2022  
GST EXEMPT

1. The fees for licenses are:			
<b>Business</b>	<b>2023</b>		
	Column 1	Column 2	Column 3
	Business License to which neither Column 2 nor Column 3 apply	Business License issued on or after May 1 for business that was not carried on or operated before May 1	Business License issued on or after September 1 for business that was not carried on or operated before September 1
In Town Business	25	15	10
In Town Business Payments made after January 31 for businesses in operation prior to January 1.	50		
Cannabis Retail Store	75.00	50	25
Cannabis Retail Store payments made after January 31 for businesses in operation prior to January 1.	150.00		
2. The appeal fee is \$30 for each decision appealed	30.00	30.00	30.00

1) For the purpose of this schedule:

- a) "In Town Business" means a Person who
  - i) resides in BERWYN and carries on or operates a Business in BERWYN, or
  - ii) carries on or operates a Business from premises in BERWYN which the Person owns or rents.

- b)** "Out of Town Business" means any Person, other than an In Town Business, who carries on or operates a Business in BERWYN.
- c)** "Cannabis Retail Store" means any Person who carries on or operates a Business from premises in BERWYN that displays or offers for sale Cannabis.
  - i.** "Premises" means land, buildings or both.

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

\_\_\_\_\_  
Cindy Hockley, Mayor

\_\_\_\_\_  
Matthew Norburn, Chief Administrative Officer

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Cindy Hockley, Mayor

\_\_\_\_\_  
Matthew Norburn, Chief Administrative Officer

Third and Final Reading given on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Cindy Hockley

\_\_\_\_\_  
Matthew Norburn, Chief Administrative Officer

# **VILLAGE OF BERWYN**

## **Request for Decision**

Council Meeting Date: August 25<sup>th</sup>, 2022

**Topic: Business Licenses**

**Background:** Currently the Village of Berwyn does not have a Business License Bylaw. Having a Business License Bylaw it will allow the Village to measure economic activity within its boundaries. The Business License program will allow the Village to create a directory of local businesses, help identify needs and allow residents and businesses to have greater knowledge of what is available within the Village.

**Council noted changes they would like to see in the proposed bylaw which included;**

- 1. Remove section 21(b)**
- 2. Change 21 (a) to “up to \$500**
- 3. Add Registered Societies to the exemption list**

**Attachments: Business License Bylaw 695**

**CAO Recommendation:** That council give second and third reading of the Business License Bylaw 695 for the year beginning in 2023.

Moved by \_\_\_\_\_ that

<b>IMPLICATION OF DECISION</b>
--------------------------------

**Financial Implications: N/A**

**Alternative Options:**

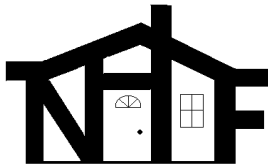
- 1. That council accepts for information.**

<b>REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL</b>
--

**Chief Administrative  
Officer:**

**Date:**

\_\_\_\_\_



# *North Peace Housing Foundation*

6780 – 103<sup>rd</sup> Avenue, Peace River, Alberta T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

---

June 29, 2022

Member Municipalities,

## **Re: Regional Needs Assessment**

Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing lists 5 key action areas in providing affordable housing options that meet the needs of Albertans with low income.

Action area #3 is to increase capacity, planning and governance. Actions include:

3.1 Co-ordinate planning with municipalities, regions, First Nation governments, Métis organizations and local housing providers.

**3.2 Encourage regional/municipal needs assessments to inform GOA and community planning.**

3.3 Establish three-year targets for programs and new housing developments based on current and projected community need.

3.4 Continue to work with housing management bodies and operators to improve efficiency, increase capacity, and expand local decision-making.

3.5 Develop an operator performance-assessment framework and support capacity building.

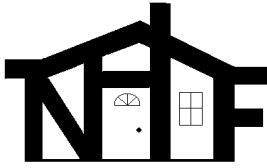
3.6 Ensure all operators follow best practices and housing management body board appointments are competency based.

3.7 Increase the number of operating agreements with HMBs, non-profit and private sector housing providers.

Regarding action 3.2, "regional and municipal needs assessments can help improve capacity for meeting local needs. Through this strategy, communities will have access to a range of tools to help them meet the unique needs of their residents. To maximize investment and ensure co-ordinated supports for vulnerable Albertans, the government will work with municipalities, housing management bodies and non-profit providers to develop the capacity for needs assessments. This is particularly important in some rural and remote communities."

The province has been refining the housing needs assessment (HNA) template and guidelines based on feedback sessions to date and expect to be able to release the template within the next month. The department is also working on a way to share 2021 Statistics Canada data (expected to be available this summer/fall) to help populate some of the template.

The template will not be mandatory, but encouraged, especially as part of a project proposal submission to help demonstrate how the proposal meets the local need/priorities.



# *North Peace Housing Foundation*

6780 – 103<sup>rd</sup> Avenue, Peace River, Alberta T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

---

The North Peace Housing Foundation would like to offer our services to complete the needs assessment on behalf of your municipality, at no additional cost to you, as we have been advised that there is a lot of flexibility and regional approaches are encouraged where they make sense.

The Foundation would complete the HNA for the region, provide each municipality with a copy of the assessment including relevant local municipal data, asking each participating municipality on the Board to sign an endorsement statement, as required by Alberta Seniors and Housing.

The benefits are, that by taking this approach, each municipality will be aware of the regional affordable housing context. This will ensure planning that aligns with local and regional priorities, coordinating across levels of government, and ensuring an evidence-based approach that is more consistent throughout municipalities in the province.

To do this, we need your support. Alberta Seniors and Housing has been clear that in the event 2 needs assessments are submitted for the same municipality, the municipality's submission will take precedence over the management body's, which could cause not only duplication but confusion over the accuracy of information. The Foundation wants to ensure that we are making the best use of our, and your, resources.

If you are in agreement that NPHF take the lead on completing a regional needs assessment and submit the completed template to the province on your behalf, please respond accordingly.

Thank you very much for your consideration of our proposal.

Sincerely,

Tammy Menssa  
Executive Director

# VILLAGE OF BERWYN

## Request for Decision

Council Meeting Date: August 25th, 2022

**Topic: North Peace Housing Regional Assessment**

**Background:** The North Peace Housing Foundation would like to offer their services to complete the needs assessment on behalf of the Village of Berwyn, at no cost to the Village.

The Foundation would complete the HNA for the region, provide each municipality with a copy of the assessment including relevant local municipal data, asking each participating municipality on the Board to sign an endorsement statement, as required by Alberta Seniors and Housing.

The benefits are, that by taking this approach, each municipality will be aware of the regional affordable housing context. This will ensure planning that aligns with local and regional priorities, coordination across levels of government, and ensuring an evidence-based approach that is more consistent throughout municipalities in the province.

**CAO Recommendation:** That council approves that North Peace Housing Foundation take the lead on completing a regional needs assessment and submit the completed template to the province on the Village's behalf.

**Attachments:**

1. North Peace proposal Letter.

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

## Request for Decision

Council Meeting Date: August 25<sup>th</sup>, 2022

### Topic: FCSS Services

**Background:** Currently the Village of Berwyn does not have an FCSS programmer. There are several options the Village can look into to fill this position. The first would be to hire a new part-time FCSS programmer. Funding for this position would come from FCSS grant money, and MD of Peace and Village funds. The second option is to enter into an agreement with the Town of Grimshaw to deliver FCSS programming to the Village of Berwyn. By doing this we would transfer FCSS funding from the government to the Town of Grimshaw and they would provide FCSS programming to the Village. This would allow us to have access to an already established FCSS program and reduce our operating costs as well. The third option would be to contract out this service using the funds available for FCSS programming.

**CAO Recommendation:** That council directs the administration to enter into discussions with the Town of Grimshaw to deliver FCSS programming within the Village of Berwyn.

Moved by \_\_\_\_\_ that

### IMPLICATION OF DECISION

#### Financial Implications:

Option 1 Would include all employee costs.

Option 2 No additional costs for the Village.

Option 3 No known additional costs for the Village.

#### Alternative Options:

1. That council accepts for information.

### REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative  
Officer: \_\_\_\_\_

Date: \_\_\_\_\_



## Budget Variance Report

Fiscal Year : 2022 Period : 8  
 Account Code : ?-?-?-?-?-??? To ?-?-?-?-?-???

Budget Type : Budget Values



Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>Revenue</b>						
1-1-4100-120	Frontage Tax Water	0.00	0.00	-1500	-1500.00	100.00
1-1-4100-410	Water Service Fees & Charges Levied	0.00	-70246.28	-110000	-39753.72	36.14
1-1-4100-411	Water Shutoff & Bulk Sales	0.00	0.00	-500	-500.00	100.00
1-1-4100-560	Water & Sewer Penalties	0.00	-8270.83	-10000	-1729.17	17.29
1-1-4100-590	Other revenue - Water	0.00	-1500.00	0	1500.00	0.00
<b>Total Water Revenue</b>		<b>0.00</b>	<b>-80017.11</b>	<b>-122000</b>	<b>-41982.89</b>	<b>34.41</b>
<b>4200 Sewer Revenue</b>						
1-1-4200-410	Sewage Services Fees & Charges	0.00	-29467.73	-50000	-20532.27	41.06
<b>Total Sewer Revenue</b>		<b>0.00</b>	<b>-29467.73</b>	<b>-50000</b>	<b>-20532.27</b>	<b>41.06</b>
<b>4300 Solid Waste Revenue</b>						
1-1-4300-410	Garbage Fees Levied	0.00	-39104.79	-65300	-26195.21	40.12
<b>Total Solid Waste Revenue</b>		<b>0.00</b>	<b>-39104.79</b>	<b>-65300</b>	<b>-26195.21</b>	<b>40.12</b>
<b>4400 Recycle</b>						
1-1-4400-850	Recycle - Local Gov't Grant	0.00	-11867.00	-11900	-33.00	0.28
<b>Total Recycle</b>		<b>0.00</b>	<b>-11867.00</b>	<b>-11900</b>	<b>-33.00</b>	<b>0.28</b>
<b>5100 FCSS Revenue</b>						
1-1-5100-590	Other F.c.s.s. Revenue	0.00	-50.00	0	50.00	0.00
1-1-5100-840	F.c.s.s. Grants	0.00	-4688.00	-20000	-15312.00	76.56
1-1-5100-850	F.C.S.S Other Grants	0.00	-26706.00	-26706	0.00	0.00
<b>Total FCSS Revenue</b>		<b>0.00</b>	<b>-31444.00</b>	<b>-46706</b>	<b>-15262.00</b>	<b>32.68</b>
<b>6600 Land Sale Revenue</b>						
1-1-6600-590	Lease/Rental of Lots	0.00	0.00	-1570	-1570.00	100.00
<b>Total Land Sale Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>-1570</b>	<b>-1570.00</b>	<b>100.00</b>
<b>7200 Recreation Revenue</b>						
1-1-7200-411	Programming Revenue	0.00	-25.00	0	25.00	0.00
1-1-7200-850	Local Government Grant	0.00	-10000.00	-10000	0.00	0.00
<b>Total Recreation Revenue</b>		<b>0.00</b>	<b>-10025.00</b>	<b>-10000</b>	<b>25.00</b>	<b>-0.25</b>
<b>Total Revenue</b>		<b>0.00</b>	<b>-1071143.50</b>	<b>-1648516</b>	<b>-577372.50</b>	<b>35.02</b>
<b>Expense</b>						
<b>0 General Expenses</b>						
1-2-0000-741	M.m.s.a. Contract Services	0.00	26390.00	26390	0.00	0.00
1-2-0000-742	School Foundation - Requisition	0.00	23235.90	92944	69708.10	75.00
1-2-0000-745	North Peace Foundation Requisition	0.00	8732.38	17465	8732.62	50.00
<b>Total General Expenses</b>		<b>0.00</b>	<b>58358.28</b>	<b>136799</b>	<b>78440.72</b>	<b>57.34</b>

# Budget Variance Report



Fiscal Year : 2022 Period : 8  
Account Code : ?-?-???-???

To ?-?-???-???

Budget Type : Budget Values

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>Expense</b>						
<b>Total General Expenses</b>						
		0.00	58358.28	136799	78440.72	57.34
<b>1100 Council Expenses</b>						
1-2-1100-130	Employer contributions	0.00	370.76	750	379.24	50.57
1-2-1100-150	Professional Development	0.00	525.00	2000	1475.00	73.75
1-2-1100-151	Council Meeting Fees	0.00	7410.00	15600	8190.00	52.50
1-2-1100-152	Committee Meeting Fees - Council	0.00	5830.00	11000	5170.00	47.00
1-2-1100-211	Travel & Substantance Councilors	0.00	1421.97	2000	578.03	28.90
1-2-1100-212	Supervisory Expenses Councilors	0.00	3300.00	7200	3900.00	54.17
1-2-1100-510	Council Meeting Expenses	0.00	134.88	500	365.12	73.02
<b>Total Council Expenses</b>						
		0.00	18992.61	39050	20057.39	51.36
<b>1200 Administrative Expenses</b>						
1-2-1200-110	Salaries CAO	0.00	42636.09	72573	29936.91	41.25
1-2-1200-111	Salaries Municipal Clerks	0.00	47954.49	61723	13768.51	22.31
1-2-1200-130	Employer Contributions	0.00	12252.98	19285	7032.02	36.46
1-2-1200-140	Worker's Compensation	0.00	2834.10	2030	-804.10	-39.61
1-2-1200-211	Travel & Substantance Office	0.00	1056.54	700	-356.54	-50.93
1-2-1200-212	Training/Professional Development	0.00	3280.14	2000	-1280.14	-64.01
1-2-1200-215	Postage (all departments)	0.00	1090.05	2000	909.95	45.50
1-2-1200-216	Freight Office	0.00	0.00	50	50.00	100.00
1-2-1200-217	Telephone	0.00	2953.76	2500	-453.76	-18.15
1-2-1200-218	Internet/Website Services	0.00	3200.00	1000	-2200.00	-220.00
1-2-1200-220	Advertising	0.00	211.50	1100	888.50	80.77
1-2-1200-221	Membership & Association Fees	0.00	564.90	2456	1891.10	77.00
1-2-1200-222	Promotions & Sponsorships	0.00	759.54	8500	7740.46	91.06
1-2-1200-223	Economic Development	0.00	7290.00	8100	810.00	10.00
1-2-1200-230	Auditor Fees	0.00	27930.00	23000	-4930.00	-21.43
1-2-1200-231	Legal Services	0.00	5918.05	1500	-4418.05	-294.54
1-2-1200-232	Insurance	0.00	7221.87	7905	683.13	8.64
1-2-1200-233	Consulting	0.00	0.00	3000	3000.00	100.00
1-2-1200-270	Janitorial Services	306.90	1657.26	3300	1642.74	49.78
1-2-1200-272	Election & Plebiscite Costs	0.00	0.00	200	200.00	100.00
1-2-1200-274	Other Miscellaneous Expenditures	0.00	52.50	400	347.50	86.88
1-2-1200-340	Land Titles Office	0.00	420.00	400	-20.00	-5.00
1-2-1200-341	Assessment Services	4644.92	4644.92	8400	3755.08	44.70
1-2-1200-510	Supplies Office	221.76	4361.89	9000	4638.11	51.53
1-2-1200-520	Repairs - Office	0.00	0.00	1800	1800.00	100.00
1-2-1200-521	Photocopy count	0.00	352.81	1350	997.19	73.87
1-2-1200-522	Software Support	0.00	990.00	8000	7010.00	87.63
1-2-1200-541	Atco Gas - Office	0.00	1391.15	1700	308.85	18.17
1-2-1200-542	Atco Electric - Office	0.00	1501.49	2550	1048.51	41.12
1-2-1200-762	Capital Purchases - Office	0.00	0.00	50000	50000.00	100.00
1-2-1200-771	Grants To Organizations	0.00	0.00	7600	7600.00	100.00

## Budget Variance Report

Date : Aug 19, 2022 Time : 9:14 am

Fiscal Year : 2022 Period : 8  
Account Code : ?-?-?-?-?-??? To ?-?-?-?-?-???

Budget Type : Budget Values

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>Expense</b>						
1-2-1200-771	Grants To Organizations	0.00	0.00	7600	7600.00	100.00
1-2-1200-810	Bank Charges (all departments)	0.00	1090.15	2000	909.85	45.49
1-2-1200-910	Tax Cancellations & Rebates	0.00	0.00	1500	1500.00	100.00
<b>Total Administrative Expenses</b>		<b>5173.58</b>	<b>183616.18</b>	<b>317622</b>	<b>134005.82</b>	<b>42.19</b>
<b>2100 RCMP Expenditures</b>						
1-2-2100-742	RCMP Requisition cost	0.00	13678.00	19374	5696.00	29.40
<b>Total RCMP Expenditures</b>		<b>0.00</b>	<b>13678.00</b>	<b>19374</b>	<b>5696.00</b>	<b>29.40</b>
<b>2300 Fire Expenses</b>						
1-2-2300-151	Honorariums - Fire	0.00	2652.81	9700	7047.19	72.65
1-2-2300-211	Travel & Subsistence - Fire	0.00	0.00	300	300.00	100.00
1-2-2300-212	Education and Training - Fire	0.00	571.24	800	228.76	28.60
1-2-2300-216	Freight - Fire	0.00	25.00	50	25.00	50.00
1-2-2300-218	Fire - Communications	0.00	485.94	6300	5814.06	92.29
1-2-2300-232	Fire Insurance	0.00	1771.50	1860	88.50	4.76
1-2-2300-274	Membership fees	0.00	1320.53	2533	1212.47	47.87
1-2-2300-510	Supplies - Fire	0.00	1762.69	14600	12837.31	87.93
1-2-2300-520	Repairs - Fire	0.00	1407.89	7500	6092.11	81.23
1-2-2300-541	Atco Gas - Fire	0.00	2735.68	3000	264.32	8.81
1-2-2300-542	Atco Electric - Fire	0.00	1396.75	2200	803.25	36.51
1-2-2300-762	Capital Purchases - Fire	0.00	0.00	14800	14800.00	100.00
<b>Total Fire Expenses</b>		<b>0.00</b>	<b>14130.03</b>	<b>63643</b>	<b>49512.97</b>	<b>77.80</b>
<b>2500 Health Care Expenses</b>						
1-2-2500-522	Grimshaw Medical Clinic - Contract	0.00	0.00	4400	4400.00	100.00
<b>Total Health Care Expenses</b>		<b>0.00</b>	<b>0.00</b>	<b>4400</b>	<b>4400.00</b>	<b>100.00</b>
<b>2600 Bylaw Enforcement Expenses</b>						
1-2-2600-215	Bylaw Postage	0.00	341.82	500	158.18	31.64
1-2-2600-250	Dog Catcher Contracted	0.00	55.00	100	45.00	45.00
1-2-2600-251	Bylaw Enforcement Officer	0.00	1975.00	3500	1525.00	43.57
1-2-2600-510	Supplies - Dog Catching	0.00	61.88	150	88.12	58.75
1-2-2600-511	Bylaw Enforcement Expenses	245.00	621.99	1000	378.01	37.80
<b>Total Bylaw Enforcement Expenses</b>		<b>245.00</b>	<b>3055.69</b>	<b>5250</b>	<b>2194.31</b>	<b>41.80</b>
<b>3200 Public Works Expenses</b>						
1-2-3200-110	Salaries Public Works	0.00	79332.35	123205	43872.65	35.61
1-2-3200-120	Seasonal Employee - Pw	0.00	5516.16	9000	3483.84	38.71
1-2-3200-130	Employer Contributions (P.W.)	0.00	11378.15	19691	8312.85	42.22
1-2-3200-211	Travel & Subsistence - Pw	0.00	0.00	200	200.00	100.00
1-2-3200-212	Education & training - Public Works	0.00	595.00	1000	405.00	40.50
1-2-3200-216	Freight - Public Works	0.00	332.00	500	168.00	33.60

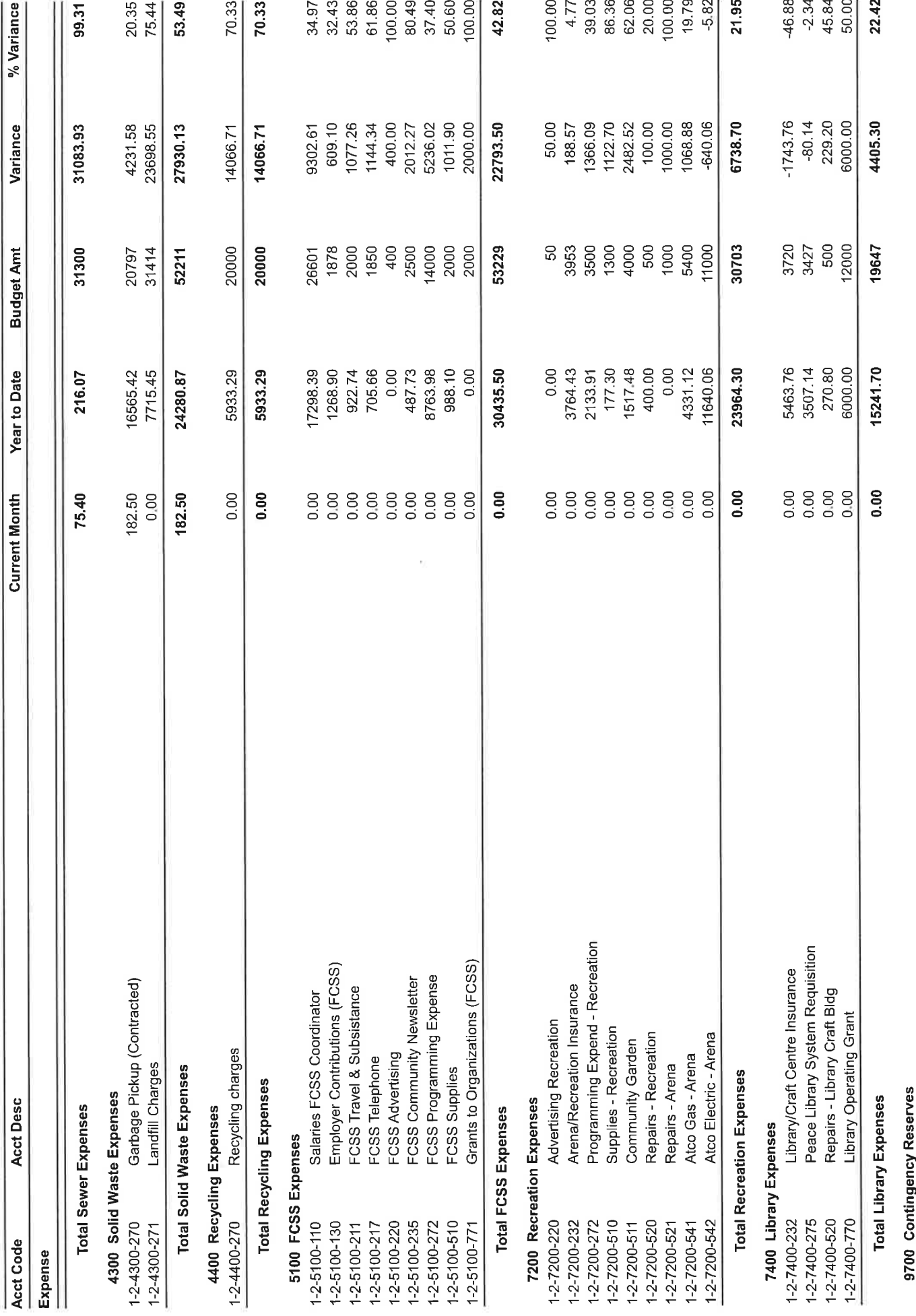
## Budget Variance Report

Fiscal Year : 2022 Period : 8  
Account Code : ?-?-????-??? To ?-?-????-???

Budget Type : Budget Values

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>Expense</b>						
1-2-3200-217	Telephone - Public Works	264.19	3331.88	4500	1168.12	25.96
1-2-3200-232	Public Works Insurance	0.00	3985.87	4185	199.13	4.76
1-2-3200-251	Machines & Equipment Rented - Pw	0.00	0.00	500	500.00	100.00
1-2-3200-270	Snow Removal & Street Blading	0.00	1301.14	12000	10698.86	89.16
1-2-3200-510	Supplies - Public Works	86.47	2676.93	12250	9573.07	78.15
1-2-3200-511	Street Graveling - Pw	0.00	0.00	5000	5000.00	100.00
1-2-3200-520	Repairs - Equipment - Pw	10.67	9668.49	10000	331.51	3.32
1-2-3200-521	Gas & Oil - Public Works	942.84	13616.23	10300	-3316.23	-32.20
1-2-3200-522	Repairs - Other	0.00	876.18	30500	29623.82	97.13
1-2-3200-541	Atco Gas - Pw	0.00	5150.17	5800	649.83	11.20
1-2-3200-542	Atco Electric - Pw	0.00	4033.21	6000	1966.79	32.78
1-2-3200-543	Street Lighting - Pw	0.00	31214.31	50000	18785.69	37.57
1-2-3200-760	Street Paving Expense	0.00	13399.00	60000	46601.00	77.67
1-2-3200-762	Capital Equipment - Pw	0.00	0.00	8900	8900.00	100.00
1-2-3200-766	Infrastructure Projects - P. Works	0.00	0.00	12000	12000.00	100.00
1-2-3200-767	MSI miscellaneous. Projects	0.00	1950.00	9500	7550.00	79.47
<b>Total Public Works Expenses</b>		<b>1304.17</b>	<b>188357.07</b>	<b>395031</b>	<b>206673.93</b>	<b>52.32</b>
<b>4100 Water Expenses</b>						
1-2-4100-110	Water - Wages (Contract)	0.00	32592.00	70800	38208.00	53.97
1-2-4100-211	Travel & Subsistence - Water	0.00	0.00	150	150.00	100.00
1-2-4100-212	Education & Training - Water	0.00	0.00	1000	1000.00	100.00
1-2-4100-215	Postage - Water	0.00	2115.51	2800	684.49	24.45
1-2-4100-216	Freight - Water	80.43	1408.55	4000	2591.45	64.79
1-2-4100-221	Membership Fees - Water	0.00	0.00	120	120.00	100.00
1-2-4100-232	Water-Insurance	0.00	1550.06	1628	77.94	4.79
1-2-4100-252	Railway Crossing Rent - Water	0.00	0.00	270	270.00	100.00
1-2-4100-510	Supplies - Water	303.01	1483.89	6100	4616.11	75.67
1-2-4100-511	Supplies - Water Meters	0.00	0.00	3000	3000.00	100.00
1-2-4100-520	Repairs - Water	1289.95	27057.42	21000	-6057.42	-28.84
1-2-4100-521	Photocopy count - Utilities	0.00	348.48	1500	1151.52	76.77
1-2-4100-541	Atco Gas - Water	0.00	1358.52	2800	1441.48	51.48
1-2-4100-542	Atco Electric - Water	0.00	6010.47	11800	5789.53	49.06
1-2-4100-760	Water Upgrades	0.00	40656.73	44000	3343.27	7.60
1-2-4100-762	Water upgrades loop 1 & 2	0.00	0.00	3200	3200.00	100.00
<b>Total Water Expenses</b>		<b>1673.39</b>	<b>114581.63</b>	<b>174168</b>	<b>59586.37</b>	<b>34.21</b>
<b>4200 Sewer Expenses</b>						
1-2-4200-216	Freight - Sewer	0.00	0.00	100	100.00	100.00
1-2-4200-221	Sewer line flushing	0.00	0.00	16000	16000.00	100.00
1-2-4200-510	Supplies - Sewer	75.40	75.40	1200	1124.60	93.72
1-2-4200-520	Repairs & Maintenance Sewer	0.00	140.67	14000	13859.33	99.00
<b>Total Sewer Expenses</b>		<b>75.40</b>	<b>216.07</b>	<b>31300</b>	<b>31083.93</b>	<b>99.31</b>

Budgeted Values



Budget Variance Report



Fiscal Year : 2022      Period : 8  
Account Code : ?-?-????-???      To ?-?-????-???

Budget Type :      Budgeted Values

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
Expense						
1-2-9700-720	Contribution to Contingency reserve	0.00	0.00	47768	47768.00	100.00
Total Contingency Reserves		0.00	0.00	47768	47768.00	100.00
Total Expense		8654.04	694841.22	1410195	715353.78	50.73
Report Total		8654.04	-376302.28	-238321	137981.28	-57.90



Seq : Cheque No.      Status : All  
Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name			Status	Batch	Medium	Amount
Cheque # Invoice #	Cheque Date	Supplier Code Account No.	Supplier Name Account Description		Debit	Credit	
01	General Bank Account						
16287	26-Jul-2022	10009	AMSC Insurance Services Ltd.	Issued	52	Computer	
JULY 2022 BENI		1-3-0000-254	Accounts Payable Suspense		2460.55		
Invoice Description: July 2022 benefits					2460.55	0.00	2460.55
16288	26-Jul-2022	10021	Canada Revenue Agency	Issued	52	Computer	
10021 - 1441		1-3-0000-254	Accounts Payable Suspense		63.84		
Invoice Description: Payroll Remittance BN:							
10021 - 1442		1-3-0000-254	Accounts Payable Suspense		5517.55		
Invoice Description: Payroll Remittance BN: 108175860RP0001					5581.39	0.00	5581.39
16289	26-Jul-2022	10055	Purolator Inc.	Issued	52	Computer	
451052286		1-3-0000-254	Accounts Payable Suspense		77.65		
Invoice Description: Water freight					77.65	0.00	77.65
16290	26-Jul-2022	10087	Workers' Compensation Board - Alberta	Issued	52	Computer	
25730780		1-3-0000-254	Accounts Payable Suspense		1185.90		
Invoice Description: JULY 2022 INSTALMENT					1185.90	0.00	1185.90
16291	26-Jul-2022	10107	Grimshaw Trucking	Issued	52	Computer	
GPR28897		1-3-0000-254	Accounts Payable Suspense		108.81		
Invoice Description: WATER FREIGHT					108.81	0.00	108.81
16292	26-Jul-2022	20065	Home Hardware	Issued	52	Computer	
1074976		1-3-0000-254	Accounts Payable Suspense		654.50		
Invoice Description: PW SUPPLIES/REPAIRS					654.50	0.00	654.50
16293	26-Jul-2022	20358	Hitech Business Systems	Issued	52	Computer	
1668445		1-3-0000-254	Accounts Payable Suspense		130.35		
Invoice Description: PHOTOCOPY COUNT					130.35	0.00	130.35
16294	26-Jul-2022	20391	PitneyWorks	Issued	52	Computer	
JULY POSTAGE		1-3-0000-254	Accounts Payable Suspense		600.00		
Invoice Description: REFILL POSTAGE MACHINE					600.00	0.00	600.00
16295	26-Jul-2022	20499	Brownlee LLP - Barristers & Solicitors	Issued	52	Computer	
533878		1-3-0000-254	Accounts Payable Suspense		649.69		
Invoice Description: legal fees							

## Cheque Register - Detail - Bank



AP5090

Date : Aug 19, 2022

Page : 2

Time : 9:17 am

Supplier : 00003 To YAMKE  
 Cheque No. 16282 To 18200  
 Bank : 01 To 01

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name				Status	Batch	Medium	
Cheque #	Cheque Date	Supplier Code	Supplier Name			Debit	Credit	Amount
Invoice #	Account No.		Account Description					
						649.69	0.00	649.69
16296	26-Jul-2022	20549	Clear Tech Industries Inc.	Issued			52 Computer	
INV1032667		1-3-0000-254	Accounts Payable Suspense			654.02		
Invoice Description: Water repairs								
						654.02	0.00	654.02
16297	26-Jul-2022	ASC	Alberta Municipal Services Corporation	Issued			52 Computer	
22-1044205		1-3-0000-254	Accounts Payable Suspense			7268.84		
Invoice Description: July 2022 billing								
						7268.84	0.00	7268.84
16298	26-Jul-2022	BERGSH	BERG, SHANDI	Issued			52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			170.00		
Invoice Description: Q3 2022 HONORARIUMS								
						170.00	0.00	170.00
16299	26-Jul-2022	BOUJE	Bourassa, Jesse	Issued			52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			204.00		
Invoice Description: Q3 2022 HONORARIUMS								
						204.00	0.00	204.00
16300	26-Jul-2022	CANNMA	CANNON, MATTHEW	Issued			52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			102.00		
Invoice Description: Q3 2022 HONORARIUMS								
						102.00	0.00	102.00
16301	26-Jul-2022	CLAU	Canadian Linen and Uniform	Issued			52 Computer	
5004046103		1-3-0000-254	Accounts Payable Suspense			71.88		
Invoice Description: Office mats								
						71.88	0.00	71.88
16302	26-Jul-2022	IEL	Interstellar Electric Ltd.	Issued			52 Computer	
2204		1-3-0000-254	Accounts Payable Suspense			189.00		
Invoice Description: Water repairs								
						189.00	0.00	189.00
16303	26-Jul-2022	KNUSC	Knuttila, Scott	Issued			52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			289.00		
Invoice Description: Q3 2022 HONORARIUMS								
						289.00	0.00	289.00
16304	26-Jul-2022	RUSSEL	Russel, Leslie	Issued			52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			187.00		
Invoice Description: Q3 2022 HONORARIUMS								
						187.00	0.00	187.00

## Cheque Register - Detail - Bank



AP5090

Date : Aug 19, 2022

Page : 3

Time : 9:17 am

Supplier : 00003 To YAMKE  
 Cheque No. 16282 To 18200  
 Bank : 01 To 01

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Supplier Code	Supplier Name		Status	Batch	Medium	
Invoice #		Account No.	Account Description			Debit	Credit	Amount
16305	26-Jul-2022	STEWJO	STEWART, JONI		Issued		52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			153.00		
Invoice Description: Q3 2022 HONORARIUMS								
						153.00	0.00	153.00
16306	26-Jul-2022	STEWS	Stewart, Shae-Lynn		Issued		52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			153.00		
Invoice Description: Q3 2022 HONORARIUMS								
						153.00	0.00	153.00
16307	26-Jul-2022	WEEJO	Weenink, Jonathan		Issued		52 Computer	
Q3 2022 HONOF		1-3-0000-254	Accounts Payable Suspense			340.00		
Invoice Description: Q3 2022 HONORARIUMS								
						340.00	0.00	340.00
16308	26-Jul-2022	WSPCAN	WSP CANADA INC.		Issued		52 Computer	
1124719		1-3-0000-254	Accounts Payable Suspense			550.20		
Invoice Description: STREET REHABILITATION PROJECT								
						550.20	0.00	550.20
16309	27-Jul-2022	FUTVIS	FUTURE VISION WELLNESS SERVICES		Issued		54 Computer	
FV2022-31		1-3-0000-254	Accounts Payable Suspense			240.00		
Invoice Description: FCSS CONSULTING								
						240.00	0.00	240.00
16313	04-Aug-2022	10052	Beyond 2000		Issued		56 Computer	
244051		1-3-0000-254	Accounts Payable Suspense			28.34		
Invoice Description: PW supplies								
244159		1-3-0000-254	Accounts Payable Suspense			94.49		
Invoice Description: Office supplies								
						122.83	0.00	122.83
16314	04-Aug-2022	1AL4	1297683 AB Ltd. Willy's Trucking Service		Issued		56 Computer	
510039		1-3-0000-254	Accounts Payable Suspense			84.45		
Invoice Description: Water freight								
						84.45	0.00	84.45
16315	04-Aug-2022	20065	Home Hardware		Issued		56 Computer	
1076398		1-3-0000-254	Accounts Payable Suspense			51.96		
Invoice Description: PW supplies								
						51.96	0.00	51.96
16316	04-Aug-2022	20077	K & L Tire Ltd.		Cancelled		56 Computer	
2022094		1-3-0000-254	Accounts Payable Suspense			4877.17		
2022094		1-3-0000-254	Accounts Payable Suspense			-4877.17		
Invoice Description: Cancelled Invoice - Assessment services								

## Cheque Register - Detail - Bank



AP5090

Date : Aug 19, 2022

Page : 4

Time : 9:17 am

Supplier : 00003 To YAMKE  
 Cheque No. 16282 To 18200  
 Bank : 01 To 01

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name						
Cheque #	Cheque Date	Supplier Code	Supplier Name	Status	Batch	Medium	
Invoice #	Account No.	Account Description			Debit	Credit	Amount
					0.00	0.00	0.00
16317	04-Aug-2022	20547	Allen, Norman	Issued	56	Computer	
399918	1-3-0000-254	Accounts Payable Suspense			45.00		
Invoice Description: Bylaw grass cutting							
399919	1-3-0000-254	Accounts Payable Suspense			160.00		
Invoice Description: Bylaw grass cutting							
399920	1-3-0000-254	Accounts Payable Suspense			40.00		
Invoice Description: Bylaw grass cutting							
					245.00	0.00	245.00
16318	04-Aug-2022	20616	KaizenLAB Inc.	Issued	56	Computer	
INV0077219	1-3-0000-254	Accounts Payable Suspense			1354.45		
Invoice Description: Water samples							
					1354.45	0.00	1354.45
16319	04-Aug-2022	20939	Trinity Repair Ltd.	Issued	56	Computer	
JULY 2022 FUEL	1-3-0000-254	Accounts Payable Suspense			942.84		
Invoice Description: Fuel billing							
					942.84	0.00	942.84
16320	04-Aug-2022	20954	Stach, Julie	Issued	56	Computer	
JULY 2022 JANIT	1-3-0000-254	Accounts Payable Suspense			373.38		
Invoice Description: Janitorial/supplies							
					373.38	0.00	373.38
16321	04-Aug-2022	20976	Telus Mobility	Issued	56	Computer	
JULY 2022 BILLI	1-3-0000-254	Accounts Payable Suspense			277.40		
Invoice Description: July 2022 billing							
					277.40	0.00	277.40
16322	04-Aug-2022	CLAU	Canadian Linen and Uniform	Issued	56	Computer	
5004056180	1-3-0000-254	Accounts Payable Suspense			71.88		
Invoice Description: Office mats							
					71.88	0.00	71.88
16323	04-Aug-2022	FRASJO	FRASER, JOEL	Issued	56	Computer	
JULY 2022 EXPE	1-3-0000-254	Accounts Payable Suspense			11.20		
Invoice Description: PW repairs							
					11.20	0.00	11.20
16324	04-Aug-2022	HARTIN	HART INDUSTRIAL	Issued	56	Computer	
11175	1-3-0000-254	Accounts Payable Suspense			10.49		
Invoice Description: PW supplies							
					10.49	0.00	10.49
16325	04-Aug-2022	PDL	Prairie Disposal Ltd.	Issued	56	Computer	

## Cheque Register - Detail - Bank



AP5090

Page : 5

Date : Aug 19, 2022

Time : 9:17 am

Supplier : 00003 To YAMKE  
 Cheque No. 16282 To 18200  
 Bank : 01 To 01

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA

Bank Code	Bank Name							
Cheque #	Cheque Date	Supplier Code	Supplier Name		Status	Batch	Medium	
Invoice #	Account No.	Account Description				Debit	Credit	Amount
620186	1-3-0000-254	Accounts Payable Suspense				191.63		
Invoice Description: Garbage dumpster pickup								
						191.63	0.00	191.63
16326	04-Aug-2022	WOLESELEY	WOLSELEY CANADA INC. WOLSELEY WATER'	Issued		56	Computer	
7184774	1-3-0000-254	Accounts Payable Suspense				397.33		
Invoice Description: water/sewer supplies								
						397.33	0.00	397.33
16327	04-Aug-2022	30009	KCL Consulting Inc.	Issued		60	Computer	
2022094	1-3-0000-254	Accounts Payable Suspense				4877.17		
Invoice Description: Assessment services								
						4877.17	0.00	4877.17
Total Computer Paid :		31,032.79	Total EFT - PAP Paid :		0.00	Total Paid :		31,032.79
Total Manually Paid :		0.00	Total EFT - File Paid :		0.00			

CASH POSITION

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
ATB OPERATING	\$ 278,408.01	\$ 206,094.69	\$ 148,887.95	\$ 100,126.29	\$ 24,392.79	\$ 124,859.74	\$ 261,250.60					
T-BILL SAVINGS-RESERVES	\$ 54,443.83	\$ 54,473.07	\$ 54,516.28	\$ 54,571.54	\$ 54,638.75	\$ 54,725.57	\$ 54,843.19					
T-BILL SAVINGS-TAX SALE SURPLUS	\$ 27,008.16	\$ 27,022.66	\$ 27,044.09	\$ 27,071.50	\$ 27,104.84	\$ 27,147.91	\$ 27,206.26					
NOTICE ACCOUNT	\$ 137,532.27	\$ 137,621.95	\$ 137,748.64	\$ 137,905.26	\$ 138,092.66	\$ 138,329.12	\$ 138,644.06					
TOTAL	\$ 497,392.27	\$ 425,212.37	\$ 368,196.96	\$ 319,674.59	\$ 244,229.04	\$ 345,062.34	\$ 481,944.11	\$ -	\$ -	\$ -	\$ -	\$ -

AS OF July 31, 2022



August 12, 2022

Honourable Tyler Shandro  
Minister of Justice and Solicitor General, Deputy House Leader  
Office of the Minister  
204 Legislature Building  
10800 97 Avenue  
Edmonton, AB T5K 2B6  
[ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)

Dear Minister Shandro:

**RE: Monetary Questions Concerning the RCMP Debate**

I would like to thank you for your letter and the links to the new Alberta government website, the Future of Alberta Policing. I have reviewed the website and see that there is a webinar on August 22 on The Future of Alberta Policing which I am interested in attending.

As a representative of one of the 47 municipalities who utilize the RCMP services in Alberta, I need to share with you some of the questions and concerns that I have been searching for answers to since last February. I agree with the opening paragraph of your letter in which it is stated that Albertans want to be provided with more information on this topic. However, it is important to understand that we need to be provided with specific information that applies to the numbers; in short the focus needs to be on the math and the money.

I am like most municipal representatives in this province; I take a conservative position and am Conservative leaning. My approach to the debate behind the future of Alberta policing is through the lens of fiscal pragmatism. In February 2022, I was given the government document on the Alberta Provincial Police Service: Transition Study. I also attended a seminar sponsored by the government in Wetaskiwin at the end of February to address the final report. Unfortunately, I was left with more questions than answers.

One of my first concerns was with the federal subsidy. The provincial police service report puts the number at \$170 million per year, and the seminar representative, when asked, put it at \$185 million per year. In my rough estimation if our current contract with the federal government runs to 2032, even on the low end and excluding this year, it potentially could add up to \$1.5 billion that we are walking away from. As a fiscal conservative, I have a hard enough time leaving a nickel on the table let alone \$1.5 billion.

.../2



Minister Shandro

August 12, 2022

Page 2.

The Alberta provincial police service transition study also states that over a six-year period of transition from the RCMP to a provincial force, the estimated cost will be \$366 million. If this is correct, then this too is a hefty sum of money coming out of the provincial coffers.

Going through the government's website on the future of Alberta policing, I noted that it is stated that there will be no added costs to the municipalities. This may be so in the beginning, but given the size of the monetary numbers that we will be taking on, and given that our province predominately is a commodity-driven economy; I can't help but wonder that in the lean years, which we very much know will happen, that municipalities in the future could see any number of reductions such as cuts to grant funding. This then would be a round-about way of municipalities possibly ending up shouldering this bill.

Finally, I noted that the Future of Alberta Policing website points out that the federal government has indicated that it too wishes to walk away from the contract. Could it be that they are eager to disentangle themselves from their financial commitments? In which case, would it not be more prudent, rather than agree with them, to aggressively pursue contract extensions and ask for an even greater increase to the subsidy?

Once again I thank you for your letter and the links to the new Alberta government website on policing. I look forward to finding some answers to my concerns and questions about the monetary side of the future of Alberta policing.

Yours truly,

Kevin Ferguson

Mayor

Town of Ponoka

c: The Honourable Jason Kenney, Premier  
Alberta Municipalities Members



UKRAINIAN CANADIAN CONGRESS  
ALBERTA PROVINCIAL COUNCIL

---

КОНГРЕС УКРАЇНЦІВ КАНАДИ  
ПРОВІНЦІЙНА РАДА АЛЬБЕРТИ

Date: August 2, 2022

To: Alberta Municipalities

From: Orysia Boychuk, President, Ukrainian Canadian Congress – Alberta Provincial Council

RE: Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7)

Ukraine's 31st Independence Day is approaching on August 24th, 2022, as well as Ukrainian Heritage Day on September 7, 2022. We would like to thank all the municipalities in Alberta that have acknowledged these important dates by lifting a Ukrainian flag or displaying a banner. This year more than ever it is important to acknowledge these dates and display Alberta's solidarity with Ukraine, those who have newly arrived fleeing the war and the diaspora that has worked tirelessly to assist the Ukrainian Nationals. The war was caused by Russian military aggression and has accounted for many lost lives, damaged infrastructure and displaced Ukrainians.

The Ukrainian Canadian Congress – Alberta Provincial Council (UCC-APC) is inviting all municipalities to raise the Ukrainian Flag, display a banner, or light up significant structures with blue and yellow colors on these 2 important dates. We appreciate all the support so many communities have provided to assist Ukrainians in their home country and on arrival to Alberta.

UCC-APC also encourages short ceremonies where possible and including all ethnic and refugee groups as appropriate. We would also appreciate receiving any photos or short notes about these events. UCC-APC will proudly display these photos on our social media pages and share with our national organization the Ukrainian Canadian Congress to showcase Alberta's commitment to this important cause and that we remain the cradle of Ukrainian settlement in Canada.

Orysia Boychuk, President

UCC-APC

**Barb Schofield**

---

**From:** Economic Developers Alberta (EDA) <Nancy.toombs@edaalberta.ca>  
**Sent:** August 2, 2022 10:27 AM  
**To:** Barb Schofield  
**Subject:** Are You an Elected Official? Join us Sept 7



## Webinar Wednesday Series

Economic Development for Elected Officials

If you are an elected official or work with these community leaders join us Wednesday, September 7 from noon to 1PM.

In the next FREE webinar in our Webinar Wednesday Series, we will take you on a deep dive into an important resource we offer: our Economic Development for Elected Officials Course.

Elected officials have a unique position in economic development as their influence can effect change and promote a strategic vision of economic growth for their community.

But...how...?

This webinar will show you how EDA answers that fundamental question.

Plus we will give you a sneak peek into concrete and practical tools you can use in your community right now.

Join us.

**Webinar Wednesday**  
**Economic Development for Elected Officials**

**Are you an elected official?**

**Do you work with these community leaders?**

**Join us and we'll show you how we can equip elected officials to make an impact in their communities.**

**September 7, NOON-1:00 PM**  
**Register at: [www.edaalberta.ca](http://www.edaalberta.ca)**



**Economic Development for Elected Officials**

Wednesday, September 7

12:00 - 1:00 PM

FREE

Online via Zoom

**Register Here**

You will receive login instructions upon registration.

---

**Webinar Wednesday Series**

Good economic development includes collaboration and one of EDA's strengths is to create these connections.

Our Webinar Wednesday series is designed to be a platform for our partners and stakeholders to deliver information pertinent to your company or organization.

Each Webinar has a question and answer session so you can have your say.

You also have the opportunity to suggest a topic or speaker by clicking the button below.

**Share Your Ideas Here**

---

*You have been sent this email because you either: are a member of Economic Developers Alberta (EDA); enquired about our services; or publicly disclosed your email address without stating you do not wish to receive commercial electronic messages. If you wish to stop receiving commercial electronic messages from EDA, please click unsubscribe below to withdraw consent.*

[www.edaalberta.ca](http://www.edaalberta.ca)

Suite 127

#406, 917-85 Street SW

Calgary, Alberta

Canada T3H 5Z9

1-866-671-8182

[Unsubscribe](#)

## **CAO Report**

**August 25<sup>th</sup>, 2022**

- New Public Works Operator hired.
- Public Works staff have registered for multiple courses to ensure they have all relevant tickets.
- Completed Basics in Emergency Management and ICS I-100.
- Reached out to engineers regarding completing a study for waste to energy.
- Attended Regional Fire Department meeting with the MD of Peace and the Town of Grimshaw.

The Following items have all been completed and will be submitted to Municipal Affairs as a part of our MAP assessment.

**CAO Evaluation** – complete written CAO evaluations annually

**Closed Meeting** - provide council meeting minutes that demonstrate proper procedures when entering closed sessions

**Special Meetings** - provide demonstration that the public is notified of special meetings

**Pecuniary interest** – when a pecuniary interest is declared, the general nature of the interest must be disclosed

**Code of Conduct Bylaw** – Bylaw 643 was to be amended to include all required topics

**Assessment Review Board** – has a regional board been formed?

**Borrowing Bylaw** – must include term of the bylaw and the maximum rate of interest

**Advertising Bylaw** – Bylaw 655 was to be repealed and if replaced, MGA 606.1 must be followed

**Bylaw Revisions/Amendments** – A bylaw is needed to authorize the CAO to consolidate bylaws

**Operating Budget** – ensure annual budget aligns with tax bylaw and is approved prior to tax bylaw

**Municipal Accounts** –must pass a resolution designating the village's MAP

**Appointment of Auditor** – copy of resolution(minutes) appointing auditor

**3 Year Operating & 5 Year capital plans** – both must be passed annually and include all required areas

**Assessor** – Village must pass a bylaw to establish the assessor as a designated officer

**Content of Assessment Notices** – the notices of assessment date must be dated 7 days after the mailing date

**Content of Tax Notices** – the combined assessment & tax notice requires information on how to request a receipt for taxes paid

**Notice of tax notices** - the village must certify the date in which tax notices are sent

**Publishing of planning related docs** - The website must be updated to include a list of council approved bylaws relating to planning decisions and a summary of the bylaws relating to planning decisions and their relationship to each other in accordance with legislative requirements.

**Disposition of Election materials** – village must dispose of election materials in accordance with section 101 of LAEA

**Emergency management** – director of emergency management to be appointed & trained

**Library board** – no alternate members are to be appointed

### **To be completed next year**

**Property Tax Bylaw** – ensure DIP requisition is included, consistent assessment values and only one minimum tax allowed