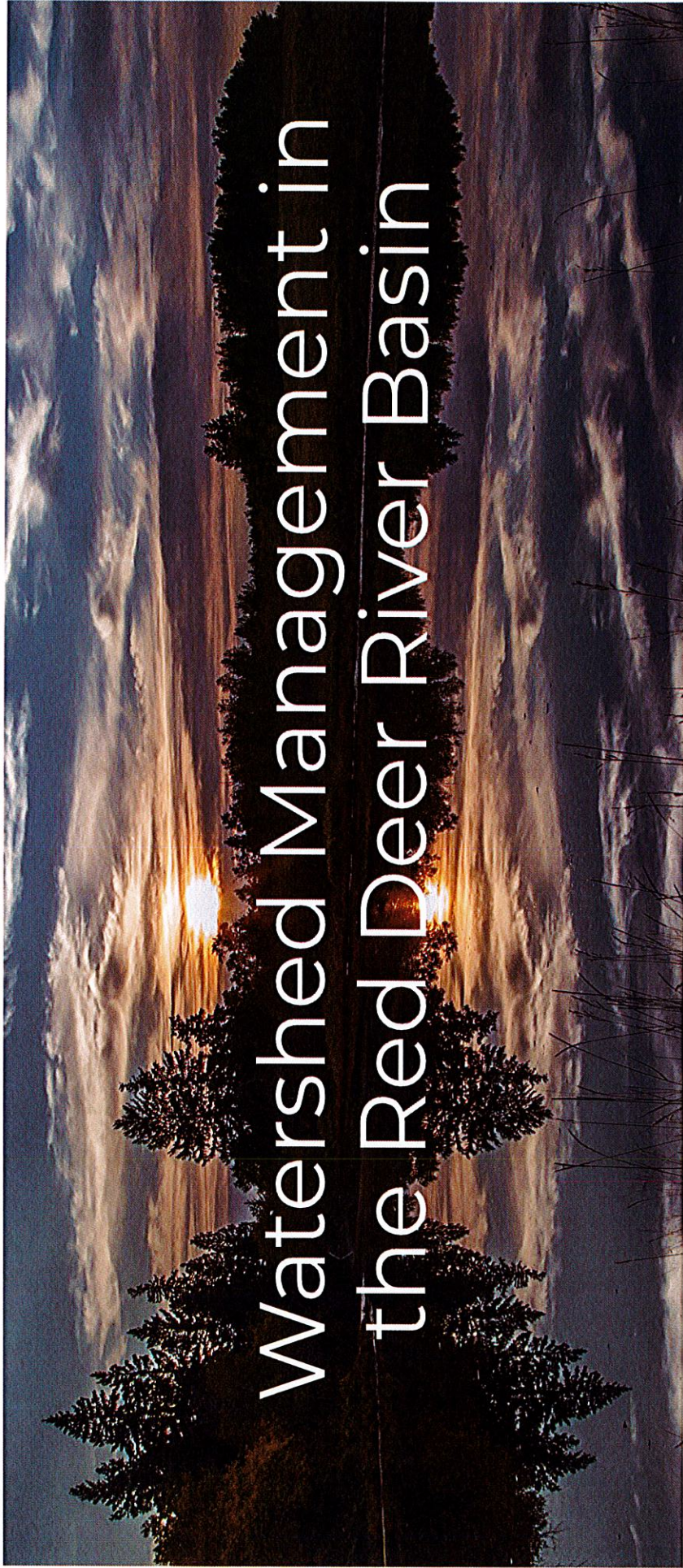


VILLAGE OF ROCKYFORD  
AGENDA REGULAR COUNCIL MEETING  
March 10, 2021  
via Telus Bizconnect Meetings

1. CALL TO ORDER
2. ADOPT AGENDA
3. PUBLIC WORKS REPORT
4. DELEGATIONS
  - A. Red Deer River Watershed Alliance – Josee Methot
  - B. STARS – Glenda Farndon
5. ADOPT MINUTES
  - A. Minutes from the February 10, 2021 Regular Meeting
6. FINANCIAL REPORTS
  - A. January 2021 Bank Reconciliation – Village
  - B. February 2021 Bank Reconciliation – Village
  - C. January 2021 Bank Reconciliation – WRC
  - D. February 2021 Bank Reconciliation - WRC
7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES
8. NEW BUSINESS
  - A. Letter of Support request from Wheatland Regional Partnership re policing
  - B. Bylaw 2021-002 – MDP Adoption Bylaw
  - C. Discretionary Use Development Permit
  - D. Deletion of Policies 001 and 018
  - E. Letter of Support request from Wheatland County Food Bank
  - F. Tender of 1<sup>st</sup> Avenue East Infrastructure project
  - G. Request for Connection to Sewer System
  - H. Appointment to Library Board
  - I. Reserve Bid for Public Auction
  - J. Date for Public Auction
  - K. Economic Development – Mayor Burke
  - L. Canadian Badlands – Mayor Burke
  - M. Community Futures Community Loans – Councillor Cheshire
  - N. Set Date for Budget Meeting
9. CORRESPONDENCE
  - A. Marigold Information
  - B. Alberta Police Interim Advisory Board Report
  - C. Letter from the Municipality of Crowsnest Pass
10. OTHER BUSINESS
11. ACTION ITEM LIST REVIEW
12. CLOSED SESSION
13. OUT OF CLOSED SESSION MOTION
14. REPORTS
15. ADJOURNMENT

## March 2021 public works report

1. Assisted Carbon Plumbing and Heating at PRP to install new seals on pumps
2. Took garbage truck to D alta had stuck thermostat
3. Called and assisted electrician at PRP, main pump was down after power outage [blown fuse]
4. Worked on backup generator at shop replaced rad cap, battery and battery tender.
5. Worked on fire pump at WTP would not start. Tried charging batteries, needs batteries and cable
6. Cleared snow and ice
7. Sanded main street and intersections
8. Serviced pumps and generator in preparation for flooding



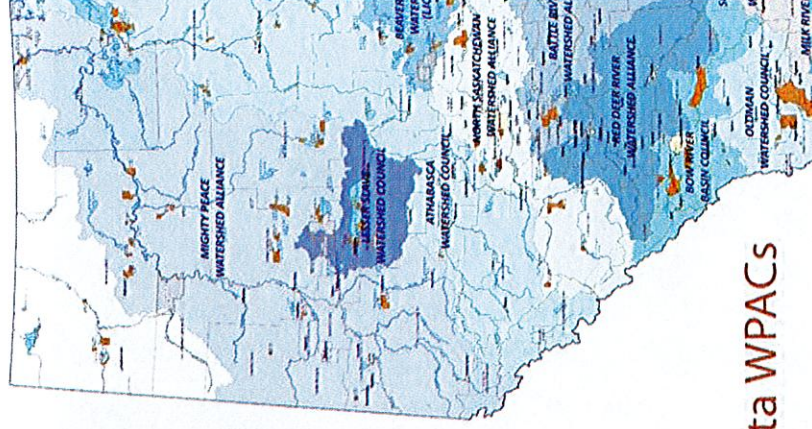
February 10, 2021  
Presentation to Village of Rockyford Council  
Josée Méthot, Executive Director



# WPAC Origins



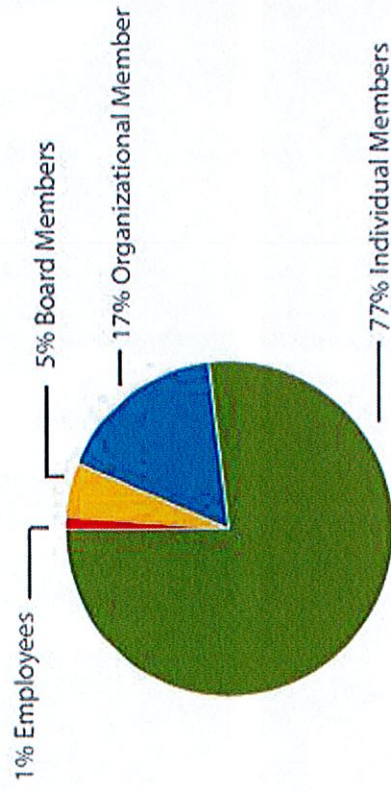
- 11 Watershed Planning and Advisory Councils (WPACs)
- Partner in the delivery of Alberta's *Water for Life Strategy*
- Not for profit & place-based
- RDRWA is celebrating our 15 year anniversary.



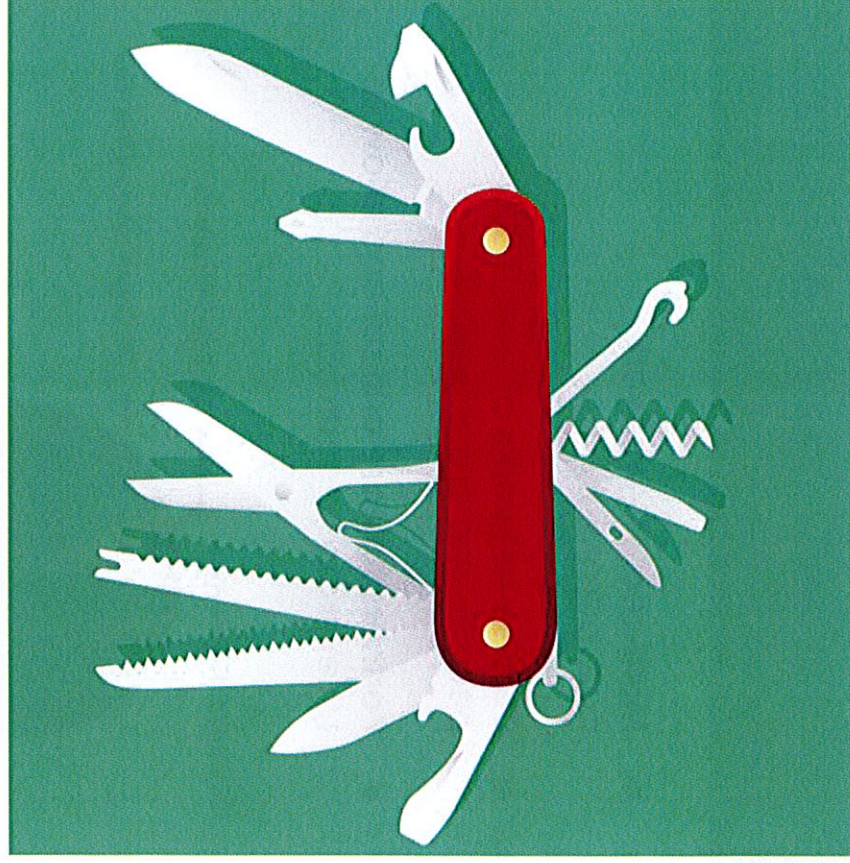
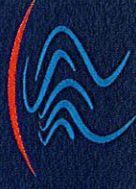
Alberta WPACs

# Collaboration is Key

- **Multi-sector** - we work collaboratively
- **Diverse networks** of over 3,000 people and organizations.
- **Partnerships are critical** and allow us to leverage resources.



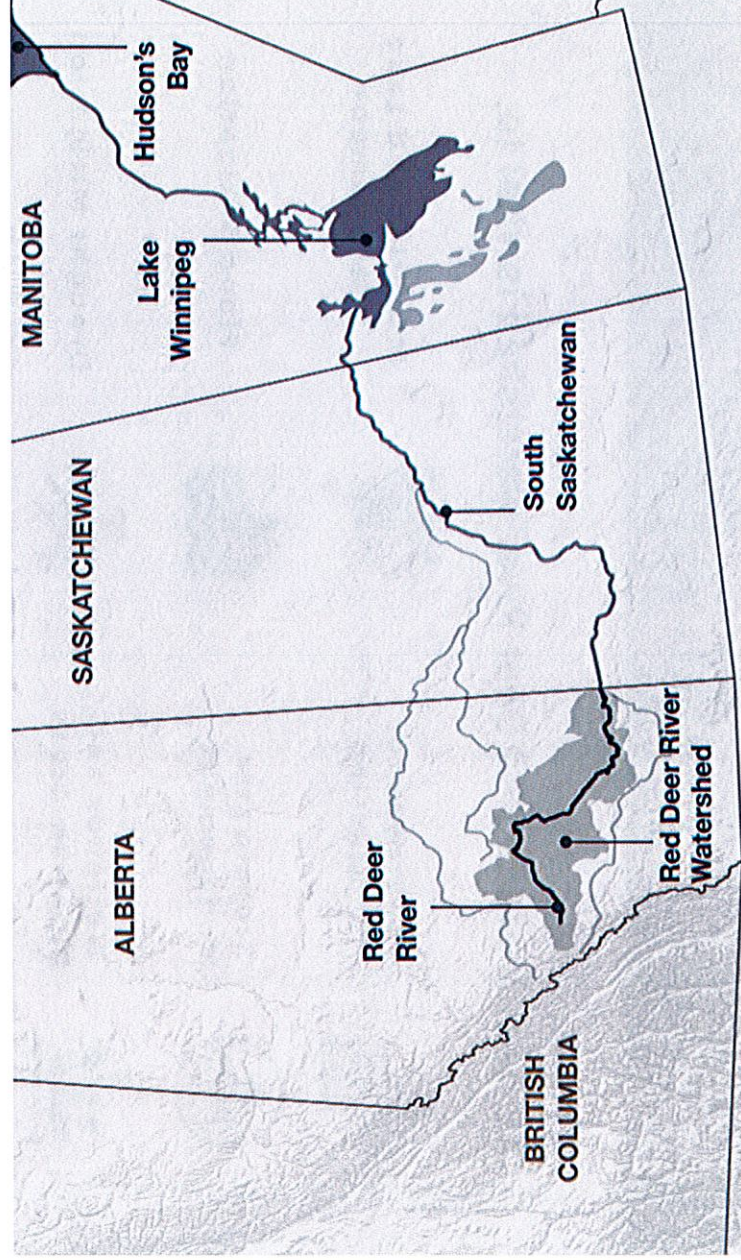
# WPACs are multi-functional



## Four key responsibilities:

- 1) Act as convenors and collaborators
- 2) Develop watershed management plans and advise on policy
- 3) Monitor, assess and report on the health of Alberta's watersheds
- 4) Deliver education and literacy programs

# The Red Deer River Watershed



- Area: 49,650 km<sup>2</sup>
- Population: 300,000 people
- 55 urban & 18 rural municipalities
- Banff National Park → Special Areas
- Over 13,000 farms
- Over 130,000 oil and gas wells
- Highway 2 corridor

# Municipalities & Water

The health of the Red Deer River watershed is vital to:



Sourcewater  
Protection



Fisheries and Lake  
Management



Stormwater  
Management



Flood Mitigation



Wetlands and  
Riparian Areas



Drought Mitigation

- Municipalities seeking more support
- Examples: maps, plans, connections, tools





# Source Waters Film

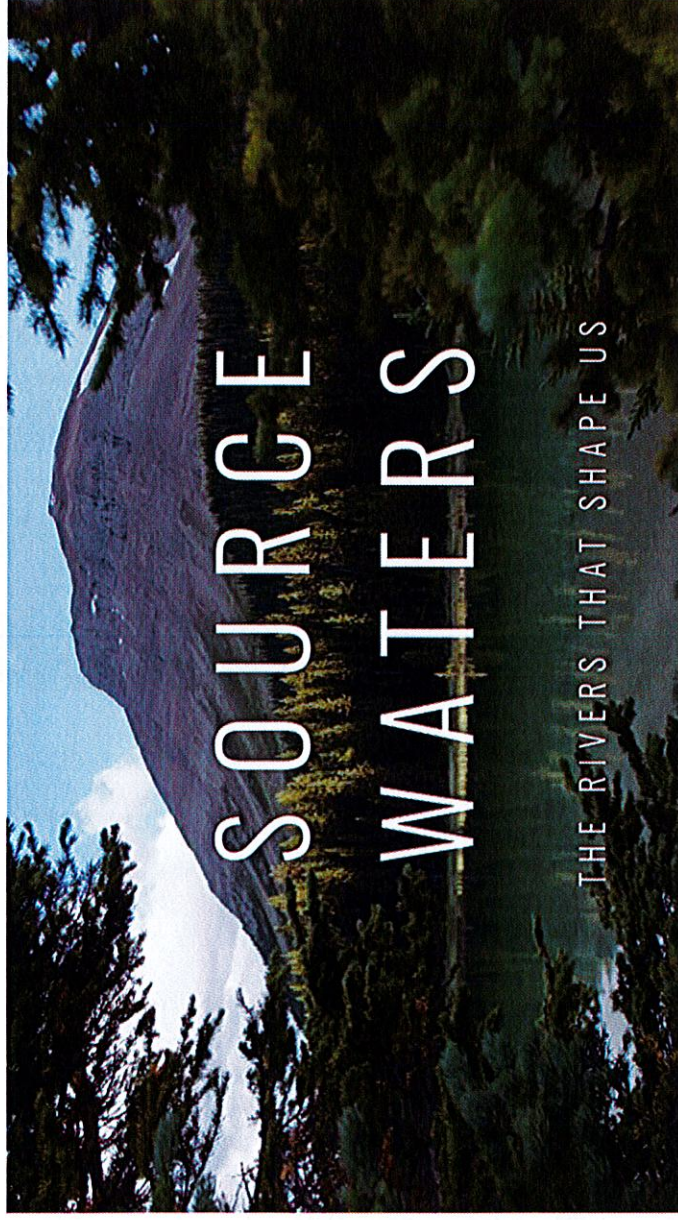
## New Film

- From west to east
- Focus on municipal engagement

**COMING MARCH 2021!**

## Other communications:

- Short videos
- E-newsletter
- Social media
- Presentations



# Mapping hydrologically significant areas

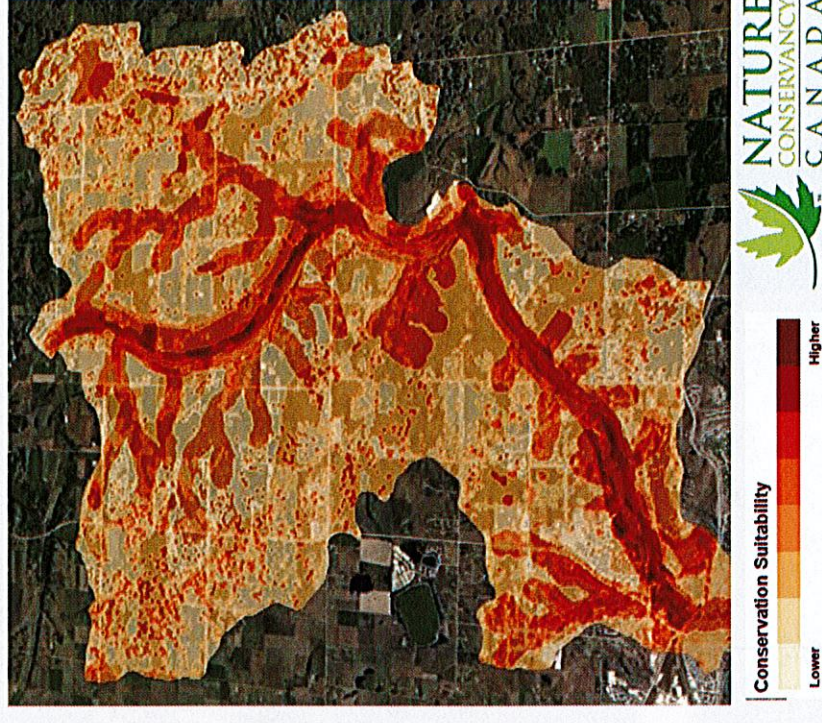
## A decision-support tool:

- Inform **municipal** land use planning
- Inform **landowner** management
- Inform **stewardship** group projects
- Inform **provincial** planning

Online portal at [www.rdrwa.ca](http://www.rdrwa.ca)

Open source data

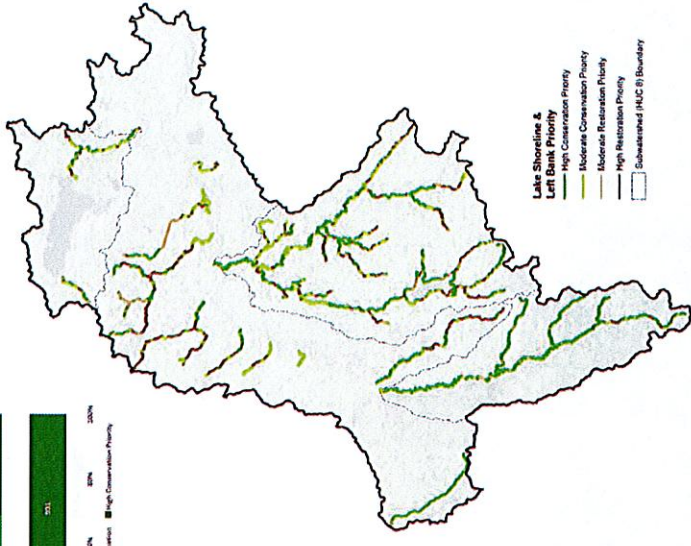
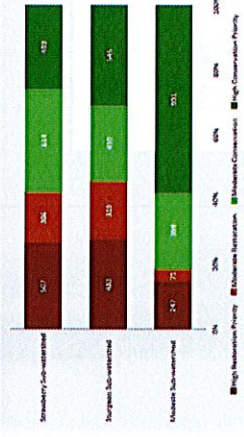
Report to be released in 2021



# Prioritizing conservation & restoration

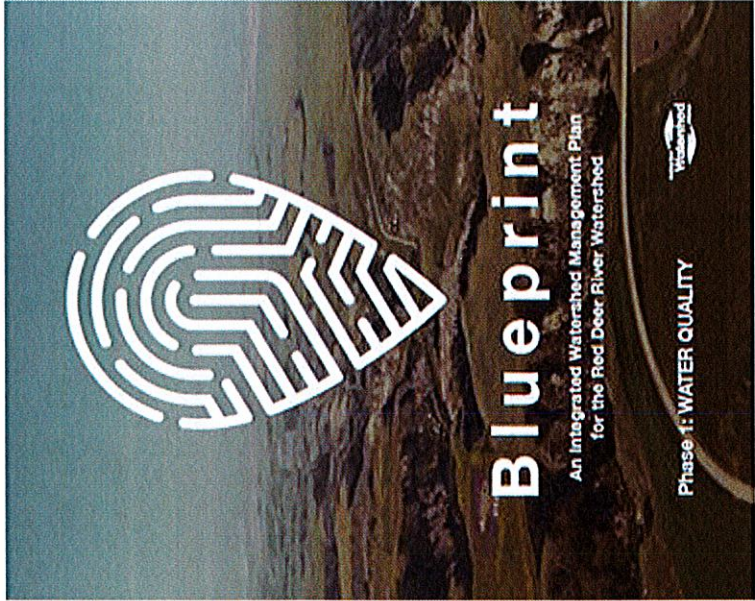
## Riparian areas assessments:

- Identify priority riparian areas to focus conservation and restoration
- Mapping approach
  - Quantify intactness
  - Quantify “pressure”
  - Assign priority
- Inform planning decisions and stewardship decisions

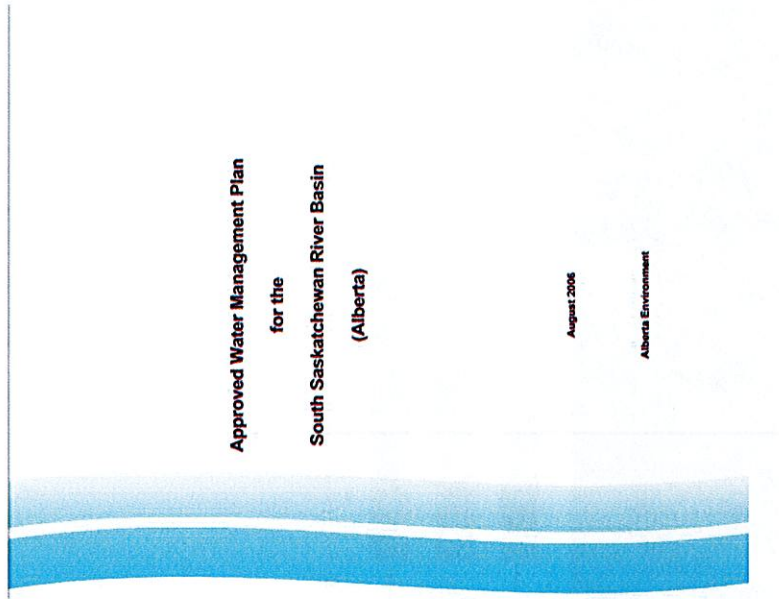


# Supporting planning and policy development

## Water Quality



## Water Security



# How can we help?

## **Communications, Outreach, and Education**

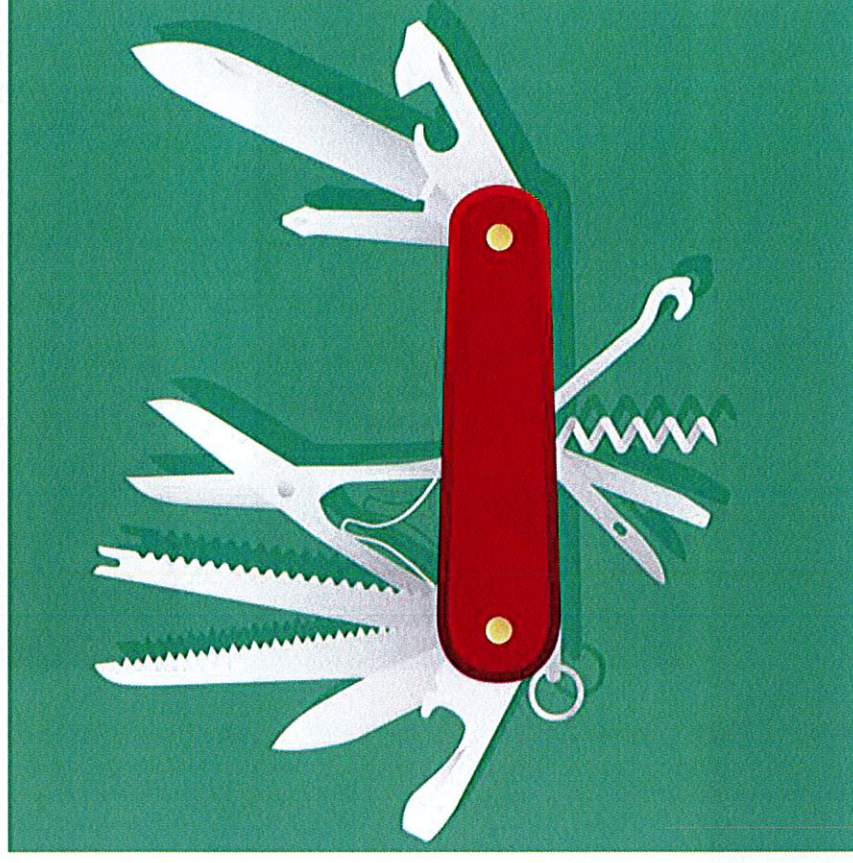
- Multi-sector events
- Videos
- Website, media, etc.
- Environmental education

## **Planning & Analysis**

- Watershed management planning
- Policy statements and fact sheets
- Participation at planning tables

## **Mapping and technical resources**

- Hydrologically significant areas
- Riparian area prioritization
- Background technical reports



Thank-you

### **Sign up for our monthly e-newsletter**

- [www.rdrwa.ca](http://www.rdrwa.ca)

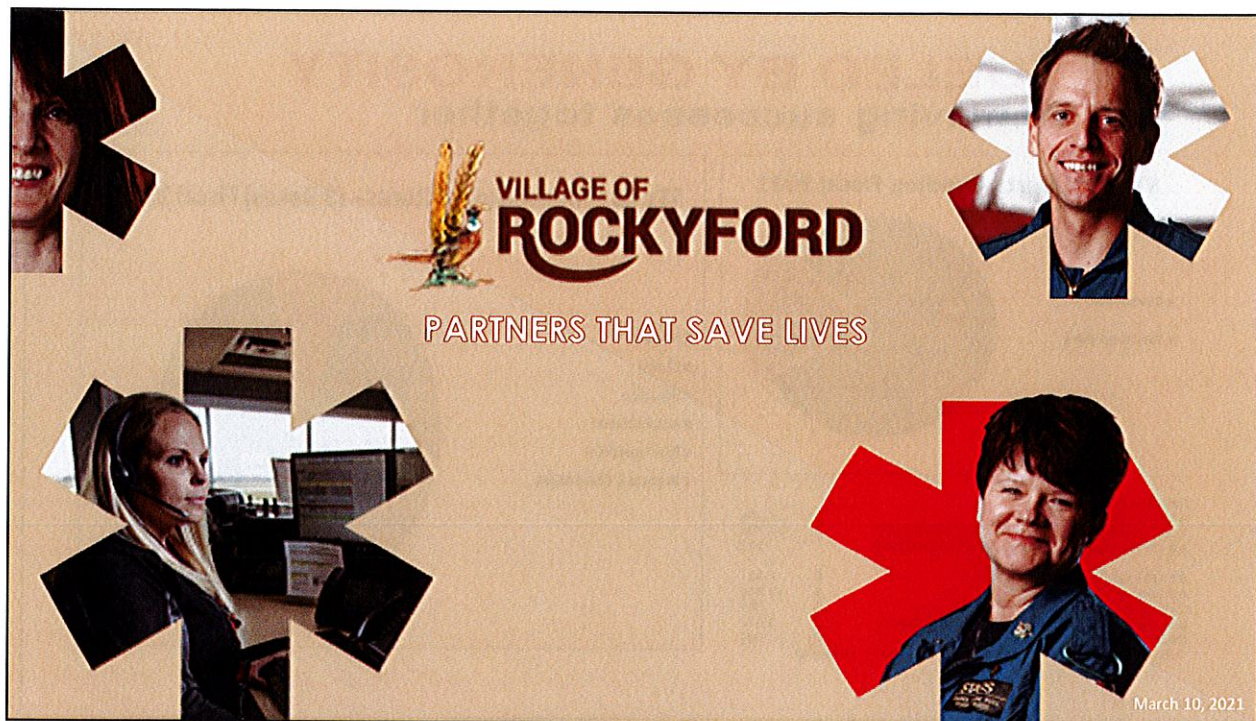
### **Social media**

- Facebook & Twitter (@RDRWA)

### **Contact us**

- [josee.methot@rdrwa.ca](mailto:josee.methot@rdrwa.ca)






1

**COVID - 19**

**#1 Priority**  
**Maintain Unimpacted Operations**

- \* Enhanced PPE measures
- \* Suspected /Confirmed COVID cases
  - \* Approx. 13% of call volume
  - \* As high as 18% of call volume
- \* STARS Transport Physicians
  - \* International consortium
  - \* Developed online portal for medical personnel
  - \* Enhanced airway management protocols
  - \* Advise medical personnel
  - \* Oxygenation and ventilation procedures
- \* Maintain Physician-driven strategy



COVID – 19 PANDEMIC

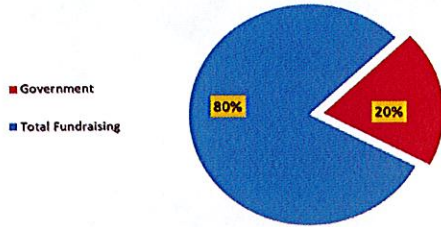
**WE ARE ALL STARS®**

2

# FUELED BY GENEROSITY

## Achieving successes together

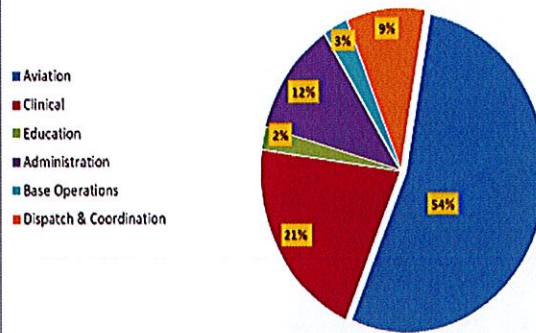
### STARS Alberta Funding Fiscal 2021



Funding in Thousands	
AB Government Funding	\$ 7,354
Total Operating Costs /Capital Expenditures**	\$ 36,700
AB Government Funding as a Percent of Costs	20%
STARS Gross Fundraising	
AB Lottery	\$ 7,321
Calendar	\$ 10,358
Site Registration / Emergency Contact Centre	\$ 381
Other Revenue	\$ 3,077
	\$ 664

\*\* Excludes capital expenditures for fleet renewal

### STARS Alberta Expenditures - (3 Bases) Fiscal 2021



3

**BEHIND THE SCENES**

<p><b>Emergency Response &amp; Coordination</b></p> <ul style="list-style-type: none"> <li>* Immediate safety net 24/7</li> <li>* 24/7 Live person contact</li> <li>* Access to all available resources</li> <li>* Dispatch appropriate level of response</li> </ul>	<p><b>STARS Transport Physicians</b></p> <ul style="list-style-type: none"> <li>* Provide medical oversight and guidance</li> <li>* Physician-to-Physician consultation</li> <li>* Orchestrates complex logistics</li> <li>* Facilitates appropriate receiving hospital</li> <li>* Supports pre-hospital practitioners</li> </ul>
--	---

4



WHEATLAND COUNTY @ February 28, 2021	2016	2017	2018	2019	2020	2021	TOTAL
Near Bassano (within Wheatland County)				1			1
Near Carseland	1	4		1	2	1	9
Near Cheadle				3	3		6
Near Gleichen scene calls and SAR	5	7	3	1	11	2	29
Near Hussar			1	2	1		4
Near Langdon				1	1		2
Near Rockyford			1		2		3
Near Standard		1		2	1		4
Strathmore critical inter-facility transfers	14	8	9	11	18	2	62
Near Strathmore scene calls	7	8	4	4	5	3	31
<b>TOTAL</b>	<b>27</b>	<b>28</b>	<b>18</b>	<b>26</b>	<b>44</b>	<b>8</b>	<b>151</b>

• Mission-related costs based on an average of 28+ missions/per year represents over \$200K annual services value

5

## AIRBUS H145

(3) H-145's operational  
 Dec. 2020 – #4 and #5 delivered  
 Late Fall 2021 – Arrival #6 and #7 (5-bladed)  
 2022 – Complete fleet (9) H145's  
 \*All identical intensive care units (ICU)


### FLEET STATUS

**\$135M Fleet Campaign**

- \$65M Federal Government (5 helicopters)
- \$13M Saskatchewan Government (1)
- \$13M Alberta Government (1)
- \$19M Corporate/Individual/Municipal

\$25M Funds Raised To-date  
 - \$15M Possible sale proceeds

**\$10M Campaign Remaining**



H145 – FLEET STATUS

**WE ARE ALL STARS®**

6



7



8



**Village of Rockford supports STARS**  
**\$650 per year (\$2 per capita)**  
*Current Pledge expires*  
*(2018, 2019, 2020, 2021)*

**OUR REQUEST**  
**\$650 per year (\$2 per capita)**  
Continue 4-year pledge (2022, 2023, 2024, 2025)

**YOU ARE STARS REASON FOR BEING.**

**WE ARE ALL STARS®**

MINUTES  
VILLAGE OF ROCKYFORD  
REGULAR MEETING  
February 10, 2021  
via TELUS Business Connect Meetings

ATTENDANCE	Mayor	Darcy Burke
	Councillors	William Goodfellow Leah Smith April Geeraert
ABSENT	Councillor	Dalia Cheshire

Council conducted the meeting via TELUS Business Connect Meetings. Deputy Mayor Smith phoned in and was in attendance via audio only.

Administration: Elaine Macdonald

1. CALL TO ORDER            Mayor Burke called the meeting to order at 7:06 p.m.

2. AGENDA

**RES 020-2021**            Moved by Councillor Geeraert that the agenda be accepted with the following addition:

ADD

10A. Freedom to Read Week Proclamation

**Carried**

3. PUBLIC WORKS REPORT

**RES 021-2021**            Moved by Councillor Goodfellow that Council accepts the Public Works Report as presented.

**Carried**

4. DELEGATION

4A. MLA Nathan Cooper

MLA Cooper thanked Council for all the work that's been done to adapt to the changes brought on by the pandemic. He has been a strong advocate for defined guidelines for the reopening of the Province and continues to advocate for a regionalized approach. He provided Council with an update on things the Province has been working on and what's happening in the area.

Mayor  
Administrator

4B. Red Deer River Watershed Alliance

The representative from Red Deer River Watershed Alliance was unable to attend the meeting and rescheduled to the March 10, 2021 regular Council meeting.

4C. Southern Alberta Energy from Waste Association (SAEWA)

Presented by Paul Ryan, Councillor Ben Armstrong, Tom Grant

Council was provided a power point presentation outlining what SAEWA does and how it's done.

4D. Raptor Wireless

Presented by Sid Keskie

Council received information about the new internet provider in the Village, Raptor Wireless along with some ideas for potential use of the service within the Village. He is willing to provide internet service to the community centre at no charge for the foreseeable future with the only cost being for the equipment which is in the range of \$200.

5. MINUTES

5A. Minutes from the January 13, 2021 Regular Meeting of Council.

**RES 022-2021** Moved by Deputy Mayor Smith that Council approves the minutes of the January 13, 2021 Regular Meeting of Council.

**Carried**

6. FINANCIAL REPORTS

6A. Bank Reconciliation – Village December, 2020

**RES 023-2021** Moved by Councillor Goodfellow that the December bank reconciliation for the Village be approved as presented.

**Carried**

6B. Bank Reconciliation – WRC December, 2020

**RES 024-2021** Moved by Councillor Goodfellow that the WRC bank reconciliation for December, 2020 be approved as presented.

**Carried**

7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES

8. NEW BUSINESS

8A. 2021 Operating Budget  
Presented by Elaine Macdonald, Municipal Administrator

**RES 025-2021** Moved by Mayor Burke that Council accepts the draft 2021 operating budget as information.  
**Carried**

8B. Funding for Upgrades to Water Treatment Plant  
Presented by Elaine Macdonald, Municipal Administrator

**RES 026-2021** Moved by Deputy Mayor Smith that Council approves the upgrades to the Water Treatment Plant in the amount of \$89,168 using funding from the Phase 2 grant for 90% of the cost.  
**Carried**

8C. Policies 041 – 045 – Human Resources Manual  
Presented by Elaine Macdonald, Municipal Administrator

**RES 027-2021** Moved by Deputy Mayor Smith that Council approves Policies 041 – 045 Human Resources Manual as presented.  
**Carried**

8D. Policy 046 – Disposal of Municipal Assets Policy  
Presented by Elaine Macdonald, Municipal Administrator

**RES 028-2021** Moved by Councillor Geeraert that Council approves Policy 046 – Disposal of Municipal Assets Policy as amended, replacing the word Village with Village Administrator in the first sentence of the Procedures section.  
**Carried**

8E. Purchase of 2008 Dodge Ram  
Presented by Elaine Macdonald, Municipal Administrator

**RES 029-2021** Moved by Mayor Burke that Council approves the purchase of a 2008 Dodge Ram pickup for the sum of \$18,000 to be taken from reserves.  
**Carried**

8F. Office Furniture – Prairie Ridge Park  
Presented by Elaine Macdonald, Municipal Administrator

**RES 030-2021** Moved by Councillor Goodfellow that Council gives direction to Administration to make arrangements with Wheatland Regional

Corporation regarding what furnishings and filing cabinets they will need and that these items be given to them.

**Carried**

8G. Policing Priorities

Presented by Elaine Macdonald, Municipal Administrator

**RES 031-2021** Moved by Deputy Mayor Smith that Council supports the policing priorities as listed and advises Wheatland County of this decision.

**Carried**

8H Wheatland Regional Corporation

Presented by Mayor Burke

**RES 032-2021** Moved by Deputy Mayor Smith that the Village's Wheatland Regional Corporation representative, Mayor Darcy J. Burke, advises the WRC Board that Rockyford will not support the proposed agreement and that the budget process must be followed.

**Carried**

8I. Fourth Quarter Budget Variance

Presented by Elaine Macdonald, Municipal Administrator

**RES 033-2021** Moved by Councillor Geeraert that Council accepts the fourth quarter budget variance as information.

**Carried**

9. CORRESPONDENCE

9A. Letter from MD of Bonnyville

9B. Financial Statements – Rockyford Agricultural Society

9C. Letter from MD of Spirit River

9D. Letter from High River

**RES 034-2021** Moved by Councillor Goodfellow that Council accepts all correspondence as information.

**Carried**

10. OTHER BUSINESS

10A. Freedom to Read Week Proclamation

Mayor Darcy J. Burke proclaimed Feb. 21, 2021 – Feb. 27, 2021 as Freedom to Read Week.

11. ACTION ITEM LIST REVIEW

- 12. CLOSED SESSION
- 13. OUT OF CLOSED SESSION MOTION
- 14. REPORTS

Reports will be held over until the next regular meeting of Council.

- 15. ADJOURNMENT

**RES 035-2021**      Councillor Geeraert moved that the meeting be adjourned at 9:26 p.m.  
**Carried**

---

Mayor

---

Administrator

Mayor  
Administrator



VILLAGE OF ROCKYFORD  
MONTHLY CASH STATEMENT  
Month Ending January 31, 2021

	Current Year	Last Year
Net Balance as at December 31, 2020	\$ 71,792.84	\$ 29,880.11
Receipts for Month	\$ 74,720.08	\$ 166,827.60
Deposit Not Posted	\$ 148.50	\$ 1,232.57
Interest Earned	\$ 52.86	\$ 120.84
FGTF		\$ 100,000.00
MSI		\$ 70,940.00
Rec'd from Gov't for WRC		\$ 20,213.81
Adj for US cheque		\$ 20.89
Transferred from T-Bill	\$ 100,000.00	\$ -
	<u>\$ 246,714.28</u>	<u>\$ 389,235.82</u>
Less:		
Disbursements	\$ (113,835.63)	\$ (146,835.41)
Bank Charges	\$ (65.04)	\$ (65.77)
Auto Debit Alarm Fee	\$ (56.69)	\$ (56.69)
Transferred to T-Bill	\$ (60,482.25)	\$ (210,000.00)
G/L Balance January 31, 2021	<u>\$ 72,274.67</u>	<u>\$ 32,277.95</u>
Bank Reconciliation		
Bank Balance at January 31, 2021	\$ 90,270.13	\$ 80,528.78
Bank Error		\$ (546.75)
O/S Cheques	\$ (44,033.49)	\$ (47,954.08)
O/S Deposits	\$ 26,038.03	\$ 250.00
Bank Balance January 31, 2021	<u>\$ 72,274.67</u>	<u>\$ 32,277.95</u>

---

Mayor

---

Administrator

VILLAGE OF ROCKYFORD  
MONTHLY CASH STATEMENT  
Month Ending February 28, 2021

	Current Year	Last Year
Net Balance as at January 31, 2021	\$ 72,274.67	\$ 32,277.95
Receipts for Month	\$ 136,805.33	\$ 64,910.38
Deposit Not Posted	\$ 550.00	\$ 10.00
Interest Earned	\$ 37.20	\$ 74.56
Transferred from T-Bill	\$ 65,000.00	\$ 20,000.00
	<u>\$ 274,667.20</u>	<u>\$ 117,272.89</u>
Less:		
Disbursements	\$ (159,426.66)	\$ (115,028.82)
Bank Charges	\$ (90.21)	\$ (90.51)
Auto Debit Alarm Fee	\$ (56.69)	\$ (56.69)
Transferred to T-Bill	\$ (80,000.00)	\$ (20,213.81)
G/L Balance February 28, 2021	<u>\$ 35,093.64</u>	<u>\$ (18,116.94)</u>
Bank Reconciliation		
Bank Balance at February 28, 2021	\$ 54,013.57	\$ 54,066.90
O/S Cheques	\$ (19,068.43)	\$ (74,957.41)
O/S Deposits	\$ 148.50	\$ 2,773.57
Bank Balance February 28, 2021	<u>\$ 35,093.64</u>	<u>\$ (18,116.94)</u>

---

Mayor

---

Administrator

Wheatland Regional Corporation  
Monthly Cash Statement  
January 31/2021

Net Balance as at December 31/2020	<u>\$ 862.45</u>
Interest Earned	\$ 26.58
Transfer from T-Bill	<u>\$ 391,000.00</u>
	\$ 391,889.03
Transfer to T-Bill Account	\$ 0.00
Disbursements	-\$ 391,774.49
G/L Balance as at January 31/2021	<u>\$ 114.54</u>

Bank Reconciliation:	
Balance as at January 31/2021	\$ 24,850.19
Sub Total	
Less Outstanding Cheques	<u>-\$ 24,735.65</u>
Balance as at January 31, 2021	<u>\$ 114.54</u>

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

Wheatland Regional Corporation  
Monthly Cash Statement  
February 28/2021

Net Balance as at January 31/2021	\$ 114.54
Interest Earned	\$ 18.80
Transfer from T-Bill	<u>\$ 357,200.00</u>
	\$ 357,333.34
Transfer to T-Bill Account	\$ 0.00
Disbursements	-\$ 357,133.59
G/L Balance as at February 28/2021	<u>\$ 199.75</u>
Bank Reconciliation:	
Balance as at February 28/2021	\$ 357,333.34
Sub Total	
Less Outstanding Cheques	<u>-\$ 357,133.59</u>
Balance as at February 28, 2021	<u>\$ 199.75</u>

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator



## REQUEST FOR DECISION

Subject: Letter of Support from Wheatland Regional Partnership re Policing

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8A.

---

**Background:** At the Wheatland Regional Partnership meeting held March 2, 2021, a discussion around policing was held relative to the study being undertaken by the Province to determine the feasibility of starting a Provincial police service opposed to maintaining the RCMP.

The group discussed the potential change and determined that it would be appropriate to send a letter to the Minister of Justice and Solicitor General, Kaycee Madu indicating that this region supports the RCMP and is not in favour of a Provincial police service.

The Council representatives were asked to bring the discussion to their respective Councils to determine who would be favourable to signing the letter. Any municipality that determines they can't support this letter will not be a signatory but those that do support it, will receive the letter to sign.

**Options:** 1) Council can discuss the subject and agree to being a signatory to the letter to Minister Madu.  
2) Council can discuss the subject and determine that the letter wouldn't fit the stance Council wishes to take on this topic.

**Financial Implications:** N/A

**Communication:** N/A

**Recommendation:** *THAT Village Council determines if the Village of Rockyford should be a signatory on the letter to Minister Kaycee Madu demonstrating support for the RCMP in Alberta.*

## REQUEST FOR DECISION



Subject: Bylaw 2021-002 – Municipal Development Plan Adoption Bylaw

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8B.

---

**Background:** Council was presented with the draft of the Municipal Development Plan (MDP) at the Council meeting held November 18, 2020 and subsequent to that, met with representatives from Palliser Regional Municipal Services to discuss some of the components of the document. Palliser had engaged the public with an online survey last fall and those responses were considered in the creation of the document.

Pursuant to Section 632(1) of the *Municipal Government Act*, the Council must, by Bylaw passed in accordance of Section 692 of the *Municipal Government Act*, adopt a plan to be known as the Village of Rockyford Municipal Development Plan.

The *Municipal Government Act* also legislates that we must hold a public hearing following first reading of the Bylaw that adopts the Municipal Development Plan. The Public Hearing must be advertised for two weeks prior to the Hearing. We have the Public Hearing advertised for March 18, 2021 at a Special Meeting of Council.

**Options:** N/A

**Financial Implications:** N/A

**Communication:** The advertising for the Public Hearing and Special meeting will be done in accordance with the *Municipal Government Act*.

**Recommendation:** *THAT Village Council gives first reading to Bylaw 2021-002 – Municipal Development Plan Adoption Bylaw.*

**Village of Rockyford  
IN THE PROVINCE OF ALBERTA**

**Municipal Development Plan Bylaw  
BYLAW NO. 2021-002**

**BEING** a Bylaw of the Village of Rockyford, in the Province of Alberta, to adopt a Municipal Development Plan.

**WHEREAS**, pursuant to the provisions of Section 632(1) of the Municipal Government Act, as amended, the Council of the Village of Rockyford must, by Bylaw passed in accordance with Section 692 of the Municipal Government Act, adopt a plan to be known as:

"THE VILLAGE OF ROCKYFORD MUNICIPAL DEVELOPMENT PLAN"

**AND WHEREAS**, a Public Hearing was held on \_\_\_\_\_ as required by Section 230 of the Municipal Government Act.

**NOW THEREFORE**, the Council of the Village of Rockyford in the province of Alberta, duly assembled. Enacts as follows:

1. This Bylaw may be cited as "The Village of Rockyford Municipal Development Plan"
2. Council adopts as the Municipal Development Plan for those lands contained within its civic boundaries, "The Village of Rockyford Municipal Development Plan."
3. This Bylaw takes effect on the date of the third and final reading.

READ a **first** time this 10<sup>th</sup> day of March, 2021.

READ a **second** time this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

READ a **third** time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

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

## REQUEST FOR DECISION



Subject: Discretionary Use Development Permit

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8C.

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**Background:** A resident presented an application for a development permit for a home occupation for a dog grooming business. This use is not defined in the Land Use Bylaw, Council can determine if the use is suitable or if there are significant negative impacts to the neighbourhood should it proceed.

If Council determines that the use would not have an adverse effect on the neighbouring properties, the development permit can be approved with or without conditions. Some conditions to consider would be the number of dogs permitted on the premises at any one time; the length of time the dogs can be on the property – if it would be appropriate to have dogs dropped off in the morning and picked up at night or if the dogs could only be there long enough for the actual grooming and then be taken home.

**Options:**

- 1) Council can approve the development permit with conditions.
- 2) Council can approve the development permit without conditions.
- 3) Council can deny the development permit, citing the reasons for the denial.

**Financial Implications:** N/A

**Communication:** This is a discretionary use permit, so the neighbouring properties would receive notification if the permit is approved.

**Recommendation:** *THAT Village Council considers the application for a discretionary use development permit and provides a decision.*



## REQUEST FOR DECISION



Subject: Deletion of Policies 001 and 018

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8D.

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**Background:** At the regular meeting of Council held Feb. 10, 2021, the Human Resources Policy Manual was approved by Council. In this policy manual, Policy 041 addresses Overtime and Policy 042 address Vacation-Sick Leave. Policy 001 is the old Sick Leave policy and Policy 018 is the old Overtime policy. These two policies are now redundant with the adoption of the new ones.

**Options:** N/A

**Financial Implications:** N/A

**Communication:** N/A

**Recommendation:** *THAT Village Council deletes Policies 001 and 018 from the Policy Manual.*

## REQUEST FOR DECISION



Subject: Letter of Support Request from Wheatland County Food Bank

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8E.

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**Background:** Wheatland Food Bank is in the process of applying for a CFEP (Community Facility Enhancement Program) grant and is seeking municipal support. The grant will be used to obtain a larger space to provide improved service to the region.

**Options:** 1) Council can direct Administration to write a letter of support for the Wheatland County Food Bank.  
2) Council can deny the request to provide a letter of support for the Wheatland County Food Bank.

**Financial Implications:** N/A

**Communication:** N/A

**Recommendation:** *THAT Village Council directs Administration to write a letter of support for the Wheatland County Food Bank.*



Box 2331, Strathmore, Alberta, T1P 1K3

Phone: 403-324-4335

Fax: 403-901-0592

Email: [wheatlandfoodbank@gmail.com](mailto:wheatlandfoodbank@gmail.com)

Website: [www.wheatlandfoodbank.com](http://www.wheatlandfoodbank.com)

February 25, 2021

Dear Wheatland County Municipality Leaders,

Food insecurity is a significant and growing issue in our communities, province and country. The Wheatland County Food Bank is committed to the collecting and providing of emergency food for those in need in the Wheatland County and Strathmore communities. We have been providing food support for families and individuals for more than 30 years. In addition to hampers we also provide emergency food to food insecure school age children through our WAM program, which the Wheatland Crossing School participates in.

The Wheatland County Food Bank is in need of a larger space and is currently applying to the Community Facility Enhancement Program for funding to assist with the purchase of a new facility. It is important for us to have sufficient space to not only continue with our current programs but to also to provide for future growth.

Municipal support of our organization and its mission is very important not only to us but also to grant funders. We would be extremely grateful if you could provide a letter of support for the WCFB and the service we provide to your communities for inclusion with our grant application. Thank you in advance for your support of our organization and mission to help those in need.

Sincerely,

Lynette Aschenbrenner  
Executive Director  
Wheatland County Food Bank

## REQUEST FOR DECISION



Subject: Tender of 1<sup>st</sup> Avenue East Infrastructure Project

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8F.

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**Background:** In 2020, the Village had the engineers provide services to get the 1<sup>st</sup> Ave. East infrastructure project shovel-ready in preparation for the stimulus grant funding that was announced by the Province. This was the next project on our list for underground servicing and paving. The grant criteria changed, and the project was no longer required to be shovel-ready but the engineering has been done and we are ready to proceed.

The estimation on cost for the project that we received from MPE is \$844,400. We have funding in MSI totalling approximately \$735,135 with this year's allocation added in; we have FGTF funding of approximately \$201,175 with this year's allocation factored in and \$50,000 from the stimulus funding. That gives us a total of \$986,310 but we have committed \$40,000 with the application in 2020 for fire hydrant replacement that hasn't been done as yet. We can amend that because one of the hydrants was replaced with insurance monies and one is included in the price of this project leaving only one that had been flagged as needing to be replaced, and that is the one on 4<sup>th</sup> Avenue.

Through e-mail consensus, Council approved putting the project out to tender, so the tender was posted on the online system Tuesday, March 2, 2021 and a pre-bid walkthrough of the project area is scheduled for March 9, 2021.

**Options:** N/A

**Financial Implications:** This project will use the majority of the grant funding that is available to us. Over the next few years, we will see some changes to the funding models for grants and it may take a little longer to build them up to take on another large scaled project.

**Communication:** Residents in the affected area will be notified of the project and if the contractor is in agreement, they will be given the opportunity to replace their own service lines at their expense. The general public will be notified via Facebook and the website.

**Recommendation:** *THAT Village Council approves the tendering of the 1<sup>st</sup> Avenue East infrastructure project.*

## Elaine Macdonald

---

**From:** Chris Watson <cwatson@mpe.ca>  
**Sent:** February 25, 2021 3:40 PM  
**To:** Elaine Macdonald  
**Cc:** Colin McNab  
**Subject:** RE: 1st Avenue East Infrastructure Upgrades Project - Proposal for Tendering and Contract Administration  
**Attachments:** L02.ElaineMacdonald.Rockyford.ProjectBudgetConstruction.pdf; 2300-040-00\_SpecDRAFT.pdf; 2300-040-00\_IFT\_2021-02-25-DRAFT.pdf

Good Afternoon Elaine,

MPE has completed the specs and drawings and we are aiming to have them out for tender next Tuesday, March 2 if Council gives their approval. I have attached the drawings and the specifications for the Village's review.

MPE had a current approved budget of \$40,000 for Engineering Services to prepare tender drawings and specifications. Attached is the proposal for our Engineering Services relating to tendering and construction administration. Below is a breakdown of the total estimate project budget.

Construction Cost Estimate	\$	750,000.00
Engineering Services	\$	94,400.00
Preliminary & Detailed Design (Completed 2020)	\$40,000	
Tendering	\$4,400.00	
Construction Management	\$50,000.00	
Contract Administration (\$15,000)		
Onsite Resident Engineering Services (\$35,000 - 4 weeks F/T)		
<b>Total Project Budget</b>	<b>\$</b>	<b>844,400.00</b>

Please advise of Council's approval to proceed with Tender. If you have any questions please don't hesitate to call.

Regards,

**Chris Watson, P.Eng.**

Project Engineer

Tel. 1 (403) 219-6469

Cel. 1 (403)-815-7954

Email. [cwatson@mpe.ca](mailto:cwatson@mpe.ca)

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



## REQUEST FOR DECISION



Subject: Request for Connection to Sewer System

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8G

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**Background:** A request was received from a non-resident to connect to the Village's sewer system. Because of the potential complications and liabilities, the engineer was contacted and asked for an opinion.

There were three questions asked:

Is there any reason we should be connecting a non-resident to our system?

What are the risks and liabilities to the Village?

Even if we outline that this is a private sewer line, what is the potential that it could affect the Village line making it an expensive endeavour for a non-tax paying receiver of the service?

The responses received all indicate that they would not recommend doing this. They are not aware of any precedence of this occurring in any municipality. Even if we have an agreement in place, if there were items put into the system that caused blockages down the line or at the lagoon it would be difficult to prove where the material originated, costing the rate payers to repair it. Operation and maintenance of public lines would fall on the taxpayers of the Village. Even having a written agreement in place, wouldn't ensure compliance.

**Options:** 1) Council can approve the connection to the sewer system.  
2) Council can deny the request for connection to the sewer system.

**Financial Implications:** The initial expense of the connection would be borne by the person connecting to the system. Future maintenance and/or repair would fall on the Village. Any impact from the connection to the sewer system as a whole would be difficult to trace and ultimately be the responsibility of the Village.

**Communication:** N/A

**Recommendation:** *THAT Village Council discusses the request and provides direction to Administration on how to proceed.*

Begin forwarded message:

**From:** [REDACTED]  
**Date:** February 17, 2021 at 11:46:47 AM MST  
**To:** [REDACTED]  
**Cc:** Mayor of Rockyford <[mayor@rockyford.ca](mailto:mayor@rockyford.ca)>  
**Subject:** Re: Services [REDACTED]

Hi Colin,

A few options would be;

- Shallow gravity sewer line with insulated pipe or frost box.
- Grade the property when developing to provide additional cover over the sanitary line.
- Install sanitary line with minimum cover (2.7m) then have a small lift station at the existing manhole.

Thanks,

**Jason Knibb**  
Knibb Developments Ltd.

On Feb 17, 2021, at 10:45, [REDACTED]:

Jason and Darcy.

I had an offer for the land portion of my property which, if it goes through, would make part 1.1 below redundant. So for the time being switch off on that part. However I am still interested in comparing part 1.2 with septic solution.

I may be a bit challenged for depth of cover going to the manhole at my entry. I think the invert of the pipe is at 2.74m. The low part of the ground surface between the manhole and the house outlet is gives only 1m cover approximately.

Regards

[REDACTED]

**From:** [REDACTED]  
**Sent:** Friday, February 12, 2021 3:27 PM  
**To:** [REDACTED]  
<[mayor@rockyford.ca](mailto:mayor@rockyford.ca)>  
**Subject:** Services [REDACTED]

Jason and Darcy

Here are a couple of sketches to illustrate the potential water and sewer services to my house and to the Lots to the North. The approximate distance from the Village boundary to the northern limits of my Lots is about 400m

#### Water and Sewer

1.1 From a review of the village services plans I see potential connections to the 4 lots for water (4" line) and sewer (8" line) at the NW end of 1<sup>st</sup> street which terminates at my boundary.

1.2 For the house sewer connection I see two possibilities.

A connection to the line extending from the possible line going to the Lots.

A connection from the manhole (6" line) which appears to be directly adjacent to my access from the West.

#### Road

The road is approximately 400m long and is to County Gravel Road Specs. It has 5 culverts and has an asphalt connection to the road.

Would be grateful to get a feel for the process and likelihood of this being approved.

Also some idea of cost compared to drilling wells and installing septic systems.

Hope you can help.

Thanks

[Redacted Signature]



## Elaine Macdonald

---

**From:** Chris Watson <cwatson@mpe.ca>  
**Sent:** February 24, 2021 10:11 AM  
**To:** Elaine Macdonald  
**Subject:** RE: Service Connection Question

Good Morning Elaine,

We had some time to look into this questions and here is MPE's response.

1. Is there any reason we should be connecting a non-resident to our system?
  - a. MPE is unaware of there being a precedence of this occurring in other Municipalities.
  - b. If connection of both water and sanitary is completed, both water and sanitary usage can be measured and billed. The billing rate typically doesn't cover the full cost to operate and maintain the infrastructure. Most of the cost is covered through municipal taxes.
  - c. There would need to be some form of agreement in place if the Village was to allow a connection. The Village would need to obtain legal advise.
2. What are the risks and liabilities to the Village?
  - a. An agreement would need to be in place to either defining sanitary usage or referencing existing by-laws for sanitary usage. The Village would need to obtain legal advise to put an agreement together.
  - b. The potential risk is the landowner doesn't follow the sanitary usage terms and unwanted items or chemicals enter the sanitary system. This could result in blockages in the Village owned infrastructure or issues in the lagoon. Proving where the source of the is hard to determine and may be hard to enforce even with an agreement in place.
3. Even if we outline that this is a private sewer line, what is the potential that it could affect the Village line making it an expensive endeavour for a non-tax paying receiver of the service?
  - a. Any service lines on private property should be installed and maintained the landowner.
  - b. Operation and future maintenance of public lines would fall on the tax-payers of the Village.

I hope this provides the information you were looking for. If you have any other question please let me know.

Regards,

*Chris Watson, P.Eng.*

Project Engineer

Tel. 1 (403) 219-6469

Cel. 1 (403)-815-7954

Email. [cwatson@mpe.ca](mailto:cwatson@mpe.ca)

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



**From:** Elaine Macdonald <cao@rockyford.ca>

**Sent:** Thursday, February 18, 2021 11:38 AM

**To:** Chris Watson <cwatson@mpe.ca>

**Subject:** RE: Service Connection Question

Hi Chris

## REQUEST FOR DECISION



Subject: Appointment of Library Board Members

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8H.

---

**Background:** We have appointed library board members as they join the Board, at the request of either the Chairperson or the librarian.

When making the appointment, we have not specified the term for the members which can run from 1-3 years. Our Council members have been appointed with a term, but not the other members.

Some of the appointments go back to 2012 or earlier, so to simplify things and have a clear path forward, the following members should be appointed for a three (3) year term. This does not bind the member and any member can resign at any time. This does satisfy the requirements in the *Libraries Act* and will give the Board a starting point for determining when reappointments should be done by both their board and Council.

The members are: Elaina Geeraert, Frances Garriott, Megan Koester, April Geeraert, Lauren Bates, Emma MacKenzie and Charlotte Bencharski.

**Options:** N/A

**Financial Implications:** N/A

**Communication:** Village Administration will forward a letter to the library indicating the appointment of the members, the motion number, and the term of the appointment.

**Recommendation:** *THAT Village Council appoints Elaina Geeraert, Frances Garriott, Megan Koester, April Geeraert, Lauren Bates, Emma MacKenzie and Charlotte Bencharski to the local library board for a term of three years.*

## REQUEST FOR DECISION



Subject: Reserve Bid for Public Auction

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8I.

---

**Background:** Part of the process for conducting a public auction for a property that is in tax arrears is for Council to set a reserve bid. This is the amount that would be the least that could be accepted and is as close to market value as possible. In addition to setting the reserve bid, Council must also set any terms and conditions that are applicable to the sale. The terms and conditions would set out how payment will be received.

We have a property that is subject to public auction, the legal description of the property is Plan 5728CC; Block 2; Lots 22,23. This property has had a professional appraisal done on it and the market value is \$260,000. This would be the reserve bid amount.

Council can determine the conditions; options include payment in full by cash or certified cheque to be paid on the day of the auction or may allow a partial payment on the day of the auction with full payment to be made within 30 or 60 days following the auction.

**Options:** N/A

**Financial Implications:** N/A

**Communication:** N/A

**Recommendation:** *THAT Village Council establishes the reserve bid and the terms and conditions for the public auction of the property listed as Plan 5728CC; Block 2; Lots 22,23 in the Village of Rockyford.*

## *Offer of Parcel for Sale*

### *Section 418*

Unless an agreement for the payment of tax arrears is reached between the municipality and the landowner, the municipality **must** offer for sale at a public auction any land shown on its tax arrears list. Properties that are offered for sale are those properties that received notification from the Registrar by August 1 of the previous year.

## *Reserve Bid and Conditions of Sale*

### *Section 419*

The council must establish a reserve selling price before it can auction a property. The reserve bid is set at a level that is as close as reasonably possible to the market value of the parcel.

The municipality may acquire the services of an independent, professional appraiser to provide it with a written report that establishes market value for setting the reserve price.

In addition to the reserve bid the council must also establish any terms and conditions that apply to the sale.

For example, the council may require full payment for the parcel by cash or certified cheque or the council may allow partial payment on the day of the auction with full payment to be made within 30 or 60 days following the auction.

## *Advertisement of Public Auction*

### *Section 421*

The municipality must advertise the public auction. The information in the advertisement must specify the date, time, and location of the auction and a description of each parcel of land to be offered for sale. The advertisement must also include any terms and conditions of the sale (e.g., cash only, percentage down or payment by a specified date). The advertisement must also state that the municipality may, after the public auction, become the owner of any parcel of land not sold at the auction.

The property or properties being auctioned must be advertised in one issue of the Alberta Gazette. The auction date must be listed in the Gazette not less than 40 days and not more than 90 days before the auction.

As a safety precaution, municipalities may wish to list the Certificate of Title number in Gazette advertisements along with the legal land description of the parcel. It is possible that a sale may not be rejected when legal descriptions are incomplete or incorrect if the correct Certificate of Title numbers have been used.

For advertising in the Alberta Gazette contact:

The Alberta Gazette  
5<sup>th</sup> Floor, Park Plaza  
10611 – 98 Avenue  
Edmonton, Alberta  
T5K 2P7  
email: [albertagazette@gov.ab.ca](mailto:albertagazette@gov.ab.ca)  
Fax: (780) 452-0668

The Gazette is published twice monthly, first on the 15<sup>th</sup> and again at the end of the month. The deadline for submission of an advertisement is two weeks prior to the publishing day. Take into account the submission deadline when setting the auction timelines.

A second advertising requirement is that the auction must be advertised in one issue of a newspaper having general circulation in the municipality. The advertisement must appear not less than 10 days and not more than 20 days before the date on which the public auction is to be held.

**These advertising processes are mandatory requirements. If these standards are not met the auction results can be nullified if challenged through the courts.**

#### *Contacting the Owner and Interested Parties Before the Auction*

##### *Section 421(4)*

Not less than four weeks before the date of the auction, the municipality must send the owner of each parcel and any other party with an interest in the parcel or parcels to be sold at the auction a copy of the advertisement that appeared in the Gazette (see sample on page 33). Therefore, besides the name of the person or persons or company or companies on the tax roll, the municipality must obtain a copy of the current Certificate of Title to make sure it notifies all other individuals or organizations with a registered interest in the property.

#### *Adjournment of Auction*

##### *Section 422*

A municipality may adjourn a public auction to any date within two months of the advertised sale date. The municipality is not required to advertise the adjournment but a notice must be posted, in an accessible public place, including the new date and place when the auction will be held. There are no restrictions for adjourning an auction.

Adjournments are often put in place to extend the time so that the auction will fit within advertisement or notification requirements when those requirements are in danger of not being met.

## REQUEST FOR DECISION



Subject: Date for Public Auction

Prepared By: Elaine Macdonald

Council Meeting Date: March 10, 2020

Agenda Item: 8J.

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**Background:** A public auction will be held for a property that is in tax arrears. This property is listed as Plan 5728CC; Block 2; Lots 22,23 in our tax roll.

There are timelines that must be met in order to hold the auction and those timelines are for advertising. An ad must be placed in the Alberta Gazette not less than forty (40) days and not more than ninety (90) days before the auction. In addition, a local ad must appear not less than ten (10) days and not more than twenty (20) days before the auction date.

Not less than four weeks prior to the auction date, we must also send the owner of the parcel and any other party with an interest in the parcel to be sold a copy of the advertisement in the Gazette.

If we schedule the auction for June 15, 2021 we are able to meet all the advertising and notification requirements. The ad in the Alberta Gazette would be placed in the April 15, 2021 edition = 60 days  
The local ad would be placed in the May 28, 2021 edition = 16 days  
The property owner and all interested parties would receive notification no later than May 15, 2021 to meet the four week requirement.

**Options:** 1) Council can set the public auction date for June 15, 2021.  
2) Council can select a different date for the public auction ensuring there is consideration made for the advertising and notification requirements.

**Financial Implications:** N/A

**Communication:** The appropriate advertising and notifications will be done.

**Recommendation:** *THAT Village Council establishes the date for the public auction for the property listed as Plan 5728CC; Block 2; Lots 22,23 in the Village of Rockyford.*

COMMUNITY FUTURES WILD ROSE

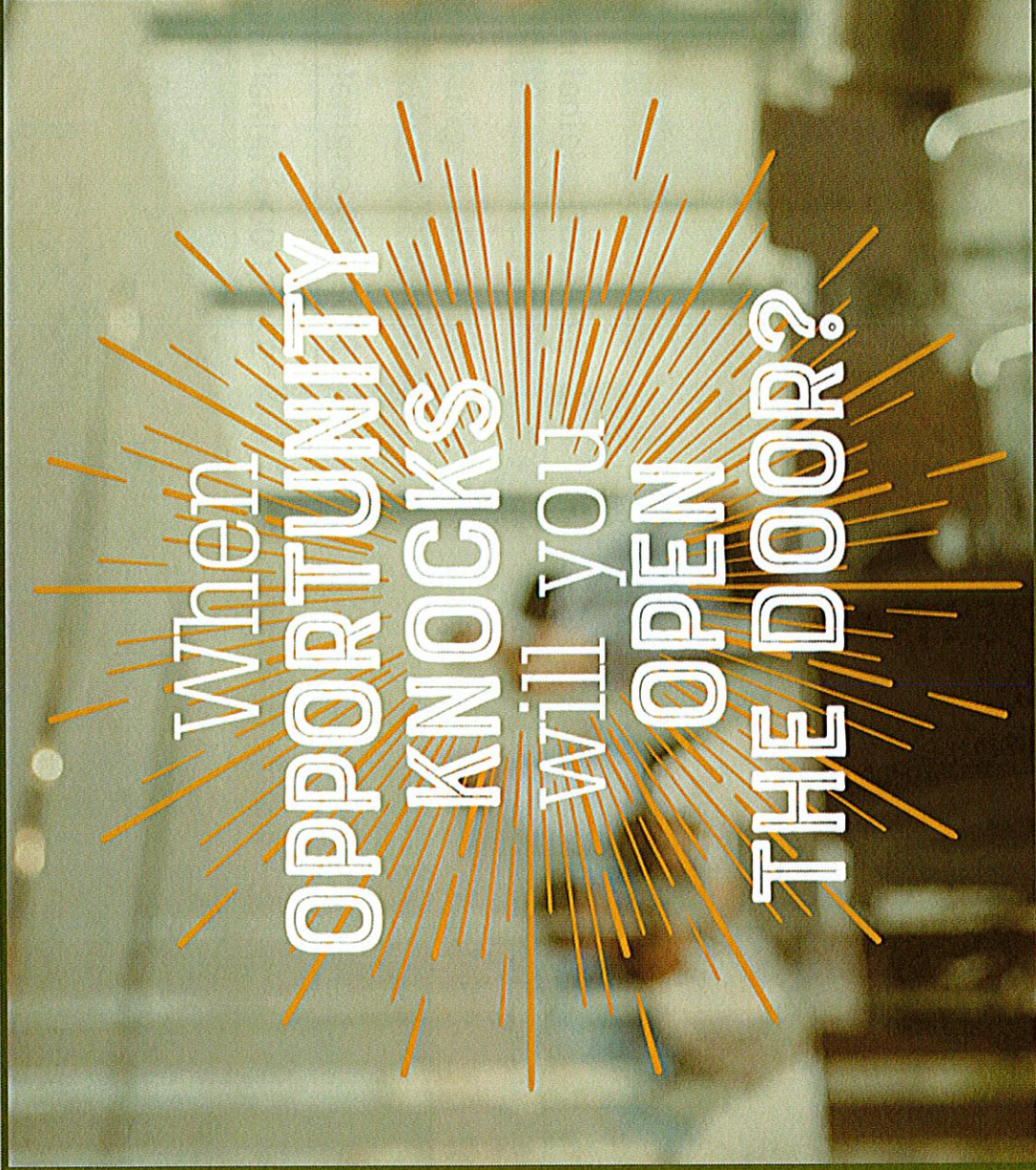
# Community Development Loans Presentation

# Background:

- Community Beautification Loans (CBB) are loans up to \$10,000 to assist any main street business to beautify the exterior of their business and the municipality agrees to pay the interest (upon successful completion of loan term) so essentially the client receives the loan interest-free.
- We currently have a signed agreement with the Town of Three Hills and are in negotiations with Kneehill County.
- The goal would be to have all 15-shareholder communities participate.



# Community Loans (6-year trend):



# Summary Chart:

	6yr LOAN Profit	6yr GIC Profit	Required Investment
5 Loans/Year:	\$22,037.00	plus \$7,942.00	*\$208,000 original investment
10 Loans/Year:	\$44,075.00	or \$15,884.00	*\$208,000 original investment
15 Loans/Year:	\$62,621.00	or \$15,884.00	*\$208,000 original investment
20 Loans/Year:	\$88,150.00	or \$15,884.00	*\$208,000 original investment

# MARIGOLD REPORT

## To: Councils and Special Areas Board

### MARIGOLD BOARD MEETING HIGHLIGHTS:

**January 30, 2021**

Marigold Library System Board met Saturday, January 30 via Zoom Video Teleconference with 37 Board members in attendance.

Board Chair Lynda Lyster recognized new Board members:  
Luella Gaultier—City of Chestermere  
Alenda Gridley—Village of Morrin  
Elaine Michaels—Special Area #3  
Anne Metikosh—Town of Canmore

### FINANCIAL STATEMENTS

#### Marigold unaudited Financial Statements to December 31, 2020

were accepted as presented. Marigold is in a good financial position. In 2020, Marigold received 100% of budgeted revenue and spent 97% of budgeted expenditures. The Infrastructure Grant was completely spent by the deadline, December 31, 2020 and the costs for the building project are on par with predictions.

#### Operating Budget 2021-2022

Marigold Board approved both the 2021 Operating Budget and Capital & Projects Budgets.

Marigold's revenue remains unchanged for 2021 because populations have not been adjusted and levy rates in Schedule C for 2021 have not changed. Municipal Affairs discontinued the population list. Population data in the future will be compiled by the provincial Treasury and Finance Dept. Marigold Board will decide how population will be factored into

future budgets and levy calculations when the methodology is better understood.

According to the Treasury population numbers, Marigold's overall population increased 5% totalling 335,154, and 343,849 including First Nations residents.

Marigold's Operating Budget for 2021 is \$5,372,597 which is 1% less than the Board-approved 2020 budget amount of \$5,428,097.

COVID-19 will continue to impact business operations and expenditures during 2021 with limited travel for meetings, training and conferences, and the use of Zoom for most of the year. Marigold services will continue as they have in previous years, although some workflows have been or will be adapted to working and meeting remotely. Marigold acquired more cyber security insurance protection in December 2020; therefore, the total insurance cost has increased.

#### Key initiatives in 2021 include:

Monitoring the building project and preparing for the move to the new Marigold & WID Headquarter's Facility; adapting processes to manage COVID-19 impacts on library operations; organizing and delivering Marigold's first virtual Marigold Library System Conference; assisting Langdon with their appeal to open a public library in their community; providing library services to residents around Bragg Creek with Library Lending Lockers; continuing to secure the IT network and provide cyber security training; and expanding a digitizing project to capture paper archives.

**Capital and project expenditures for 2021** are based on available funds after estimated operating costs have been subtracted from revenue projections. As

per the Vehicle Replacement Plan, two vehicles are scheduled to be replaced in 2021—a delivery and a consultation, training and program delivery vehicle. For more info contact Michelle Toombs, CEO [michelle@marigold.ab.ca](mailto:michelle@marigold.ab.ca)

### POLICY APPROVAL & DECISION

#### Policies reviewed and approved by the Marigold Board:

Communications and Advocacy Policy; Website Policy; Continuing Education for Board Members Policy; Orientation for Marigold Board Members Policy; Appointment Plan for Marigold Board Members; Collection Management Policy Schedule B—Distribution of Materials 2021; Collection Management Policy Schedule C—Shared Collections & Bestseller Program 2021; Transfer Payments Policy Schedule A Services Grant 2021—Standards & Services; Transfer Payment Policy Schedule B—Community Library Grant 2021—Standards & Services; Contingency Plan for Finance—Finance; IT Capacity Fund Policy Schedule A IT Capacity Fund—Standards & Services; Marigold Library System Technology Plan 2020-2022.

### STAFF PRESENTATIONS

**2020 Library Staff & Board Trustee Satisfaction Survey:** Deputy CEO Laura Taylor discussed the results of the annual satisfaction survey. The survey was distributed to local library boards, Marigold Board, and library staff and volunteers, and had positive responses with ratings up to 4.7 out of 5. The highest ranked categories were delivery services, consultation response rate and Bibliographic services. Some categories ranked slightly lower because of library closures that limited service provision.



Beams are being installed at the Marigold-WID Headquarters building.

### NEW BUILDING UPDATE:

- The PLSB Infrastructure Grant of \$3.020 Million for the new facility was spent prior to the December 31, 2020 deadline. A report listing expenditures and with photos showing building progress has been sent and acknowledged by PLSB (Public Library Services Branch, Municipal Affairs).
- The General Contractor for the project, Lear Construction Management Ltd, has completed the steel installation, enclosed and tented the structure, and begun pouring interior concrete pads. Windows are being manufactured and electrical cabling rough-ins have begun.
- Marigold created a New HQ Transition Committee consisting of staff members, who met on January 18. Staff viewed a presentation by our furniture, fixtures and equipment providers, HBI Calgary.

- Marigold collaborated with the WID to launch a new website showcasing the building project. The site features a photographic construction chronology and will serve to continue to keep our project at the forefront in the minds of stakeholders. [www.marigoldwidcommunity.ca](http://www.marigoldwidcommunity.ca).
- The project budget is on track with a substantial completion date of August 2021.
- Furano Appraisals completed a property appraisal of the existing Marigold Headquarters in December.

Marigold’s New HQ publication contains information and updates concerning our new building plans, funding and progress. All issues can be found at [www.marigold.ab.ca/NewHQ](http://www.marigold.ab.ca/NewHQ)

**Bragg Creek Satellite Library:** The Library Lending Lockers are expected to arrive soon for installation at the Bragg Creek Community Centre. Marigold staff are creating a website and brochures to promote the lockers, and they are taking on regular administrative duties, including assigning and delivering requested materials to the lockers.

**Cereal Dissolution :** The Village of Cereal officially dissolved on January 1, 2021, thus disbanding the Cereal Library Board. Marigold agreed to operate the Cereal Library for six more months to July 1. Cereal has expressed their desire to have a paperback deposit once the library closes, and has arranged for this to be inside the ATB in Cereal.

**Langdon Library:** The Langdon appeal for a public library is progressing. Langdon has already set up a Library Society and filed the paperwork for the Society to do fundraising. A business case has been created and will be brought before Rocky View County.

### IMPORTANT DATES

#### Upcoming Board Meetings

- Saturday, April 24, 2021: 9:30 am Meeting format TBC
- Saturday, August 28, 2021: 9:30 am Meeting format TBC
- Saturday, November 27, 2021: 9:30 am Meeting format TBC



**Make it Matter,  
Make it Happen!**

**Marigold Library System  
Conference:  
Wednesday, May  
12, 2021**

#### Book Draw

Kristen Anderson—World Almanac and Book of Facts 2021

# MARIGOLD LIBRARY SYSTEM

## • ACCOMPLISHMENTS •

### 2020 HIGHLIGHTS

When the world was turned upside down with COVID-19 in 2020, Marigold adapted quickly and used its capacity and skills to support its service population, libraries, library boards and partners. Inarguably, COVID has had an enormous impact on operations and staff. On March 16, when the provincial Public Health Authority announced that we needed to close shop, everyone jumped into action. Because of our detailed and well-considered Business Continuity Plan Marigold was able to equip and connect staff to work from home in a matter of hours. Except for deliveries being suspended for seven weeks, all other operations continued to be productive for the remainder of the year. Marigold will continue to employ its capacity and skills to connect with stakeholders and enhance services in the next two years as we adapt to the "new normal." Some of those accommodations turned out to be efficiencies that we will carry forward in the future, such as how we handled invoice approvals, how we conduct meetings using remote videoconferencing (Zoom), working efficiently from home and our capacity to deliver virtual programming.

The public response to the value and use of public libraries during 2020 was strong and definite. The COVID dilemma advanced new opportunities to deliver library service through remote access, enhanced online resources, virtual programming and provision of training and PPE supplies to ensure safety for all. Because so many Albertans were confined to their homes for months and had to rely on home-schooling and online learning, many people discovered their virtual public library. Thousands of new library memberships were issued (remotely), eBooks and eAudio books were added to virtual collections, access to digital subscriptions were enhanced and extended by vendors, and there was more promotion of these services in social media channels (Facebook, Instagram and Twitter).

Throughout the year, Marigold continued to advocate and train for a highly effective health and safety culture. Group benefits were added for three part-time staff members, OHS training was shared with member library staff and library systems as well as information and consultation on COVID precautions, and mental health training and documentation.

Marigold's building program forged ahead. Plans were confirmed; agreements were signed; actual ground-breaking occurred in July followed with a celebration in September; the ground was cleared and prepared; and a building started to emerge. Marigold is looking forward to moving into our new headquarters facility in the fall of 2021.



+1.03%

112,416  
CARDHOLDERS



CLEAN  
AUDIT

0

RESIGNATIONS &  
LAY-OFFS

+34%  
eBooks



316,599  
eBOOKS BORROWED

1,433,979 ITEMS LOANED  
11 MILLION + TRACpac VIEWS



24

BOARD, COMMITTEE & SPECIAL  
MEETINGS (21 VIA ZOOM)



59

CONSULTATION VISITS  
(+2 BOARD ORIENTATIONS)



1,600+  
SOCIAL  
MEDIA  
FOLLOWERS

↑14%



↑15%



↑7%



PURCHASING  
PROGRAM  
SAVINGS

\$9,091  
MEMBER LIBRARIES

\$6,556  
HQ



201,130 KM

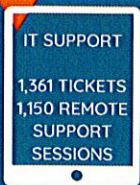
DELIVERIES, IN-PERSON  
CONSULTATION, TRAINING,  
PROGRAMMING AND OUTREACH



74,000

MASKS REPACKAGED  
AND DISTRIBUTED  
PROVINCE TO MEMBER  
LIBRARIES

869 hrs  
55 mins



IT SUPPORT  
1,361 TICKETS  
1,150 REMOTE  
SUPPORT  
SESSIONS



52 VIRTUAL  
PROGRAMS

WITH 1,053 PARTICIPANTS, MOSTLY  
ORGANIZED BY 1 SUMMER  
STUDENT (16 WEEKS)

NEW MEMBER INFO  
PANDEMIC REPORT  
ANNUAL REPORT  
NEW HQ PUBLICATION  
NEW HQ WEBSITE  
BANNERS AND BROCHURES

PLANS AND PROCEDURES  
STRATEGIC PLAN, VISION 2022  
TECHNOLOGY PLAN UPDATE  
VEHICLE REPLACEMENT PLAN UPDATE  
MARIGOLD AGREEMENT UPDATE



Marigold Library System

710 - 2nd Street | Strathmore, Alberta T1P 1K4 | 1-855-934-5334 | [www.marigold.ab.ca](http://www.marigold.ab.ca)



**MARIGOLD**  
LIBRARY SYSTEM

# VISION 2022

*Building a Brighter Future*

PLAN OF SERVICE: 2021-2022

## WID and Marigold Library Joint Facility Project



Construction Start  
**Summer  
2020**

Project Completion  
**Summer  
2021**



**MARIGOLD**  
LIBRARY SYSTEM

# VISION 2022: Building a brighter future

## Gathering feedback and input for Vision 2022

Marigold Library System’s Executive Committee and Standards and Services Committee members recommended to the Marigold Board that the current Strategic Plan for Marigold, Vision 2020, be extended and that Vision 2020 goals, vision, mission and values be included in the new Strategic Plan because they remain inspirational, relevant, flexible and future-focused. At the August 29, 2020 Board meeting, Board members approved the Mission, Vision, Values and Goals for Vision 2022. Inclusion has been added to the revised Mission statement, which is timely as we serve an expanding and diverse community.

After reviewing the Vision 2020 Achievements document and the most recent Marigold’s Library Staff and Board Trustee Satisfaction Survey (2019), Board members and Headquarters staff provided feedback on objectives and performance indicators for each of the four goals. The Satisfaction Survey confirmed high customer satisfaction with Marigold staff and services, which is a good basis for future growth and expansion. The Board also reiterated the need for responsible and transparent fiscal stewardship.

A draft of Vision 2022 was presented to the Executive Committee, Headquarters staff and then to the Board for additional feedback. Marigold’s Strategic Plan, Vision 2022, approved by the Board on November 21, 2020, is a roadmap for Marigold to manage the smooth transition of operations in a new headquarters facility expected to open midway through 2021. Vision 2022 will allow Marigold to streamline operations, expand its presence in the community and implement new service delivery options during 2021 and 2022.

## Elevating services, community engagement and operations

As the world was turned upside down with COVID-19 in 2020, Marigold quickly adapted and used its capacity and skills to support its service population, libraries, library boards and partners. The public response to the value and use of public libraries was strong and definite. The COVID dilemma precipitated new opportunities to deliver library service through remote access, enhanced online resources, virtual programming and provision of training and PPE supplies to ensure safety for all. Marigold will continue to employ its capacity and skills to connect with stakeholders and enhance services in the next two years as we adapt to the “new normal.”



# HEADQUARTERS

To provide a work environment for Marigold Headquarters that supports Board and staff engagement to better serve the Marigold Community.

## OBJECTIVES



Marigold will invest in its operational assets and capacity to allow for service expansion.

- 1.1 Establish operational and administrative frameworks for the new Headquarters facility.
- 1.2 Transition successfully to the new building with minimal service interruptions.
- 1.3 Build relationships with local organizations to set the stage for use of the common space in the new facility.
- 1.4 Foster a recruitment and retention philosophy to attract and keep capable and committed employees.

## PERFORMANCE INDICATORS

### New Headquarters Building:

- Operational agreement and condo arrangement with Western Irrigation District (WID) for successful management of the Joint Facility
- Website collaboration with WID to record building construction
- Maintain service to Marigold members and libraries during the move to the new building

### Employment:

- Develop a recruitment and retention plan
- Facilitate employee awareness of employee benefits
- Develop a succession plan
- Foster employee engagement






# SERVICE DELIVERY

To provide efficient, relevant and innovative services and support for member libraries and municipal residents.

## OBJECTIVES



Marigold will increase its services to member libraries as space at Headquarters and staff time permit.

- 2.1 Support Marigold libraries so that they can continue to offer safe and relevant public library service to their stakeholders.
- 2.2 Implement alternate service delivery models.
- 2.3 Explore virtual meeting and programming opportunities.
- 2.4 Build relationships and collaborations with Indigenous communities.
- 2.5 Implement innovative and secure technologies and IT infrastructure.
- 2.6 Acquire and sustain appealing eContent that is used and valued by the Marigold Community.

## PERFORMANCE INDICATORS

### Service delivery:

- Launch and monitor use of Bragg Creek Satellite Library
- Investigate library service for Langdon
- Provide COVID support
- Support Marigold member libraries with a range of programming tools, training and content

### Indigenous services:

- Expand public library services at Stoney Nakoda Reserve, including regular pick-up of borrowed materials
- Consult Siksika leaders to better understand their library service wishes and needs

### Technology:

- Acquire and implement automated sortation to make delivery operations more efficient and safe for employees
- Implement findings from the GIS mapping analysis to increase Marigold's delivery efficiency
- Expand Internet for libraries that have high bandwidth volumes



# ADVOCACY, ACCOUNTABILITY & COMMUNICATION

To represent and assist the Marigold Community to inform and influence decisionmakers and stakeholders, and to uphold and communicate responsible fiscal stewardship.

## OBJECTIVES



Marigold is committed to efficient operations and sustainable fiscal stewardship to provide member municipalities with library services that are recognized as good value.

- 3.1 Investigate and pursue revenue sources.
- 3.2 Respond to the Marigold Board's expectations for fiscal stewardship.
- 3.3 Identify and implement effective ways to communicate Marigold's value.
- 3.4 Expand collaborations with local community organizations.

## PERFORMANCE INDICATORS

### Fiscal Stewardship:

- Seek input from Marigold Board members to better understand expectations for fiscal stewardship
- Pursue opportunities to apply for grants
- Review Marigold's financial security after the building project has been completed

### Advocacy and Communication

- Use member library and Marigold stories to strengthen advocacy initiatives
- Develop and implement a Communication Plan



# TRAINING & PROFESSIONAL DEVELOPMENT

To provide training and professional development opportunities to support Marigold Headquarters staff, member library staff and Board members in developing and applying their knowledge, skills and abilities.

## OBJECTIVES



Marigold will capitalize upon and nurture the knowledge, skills and abilities of its community

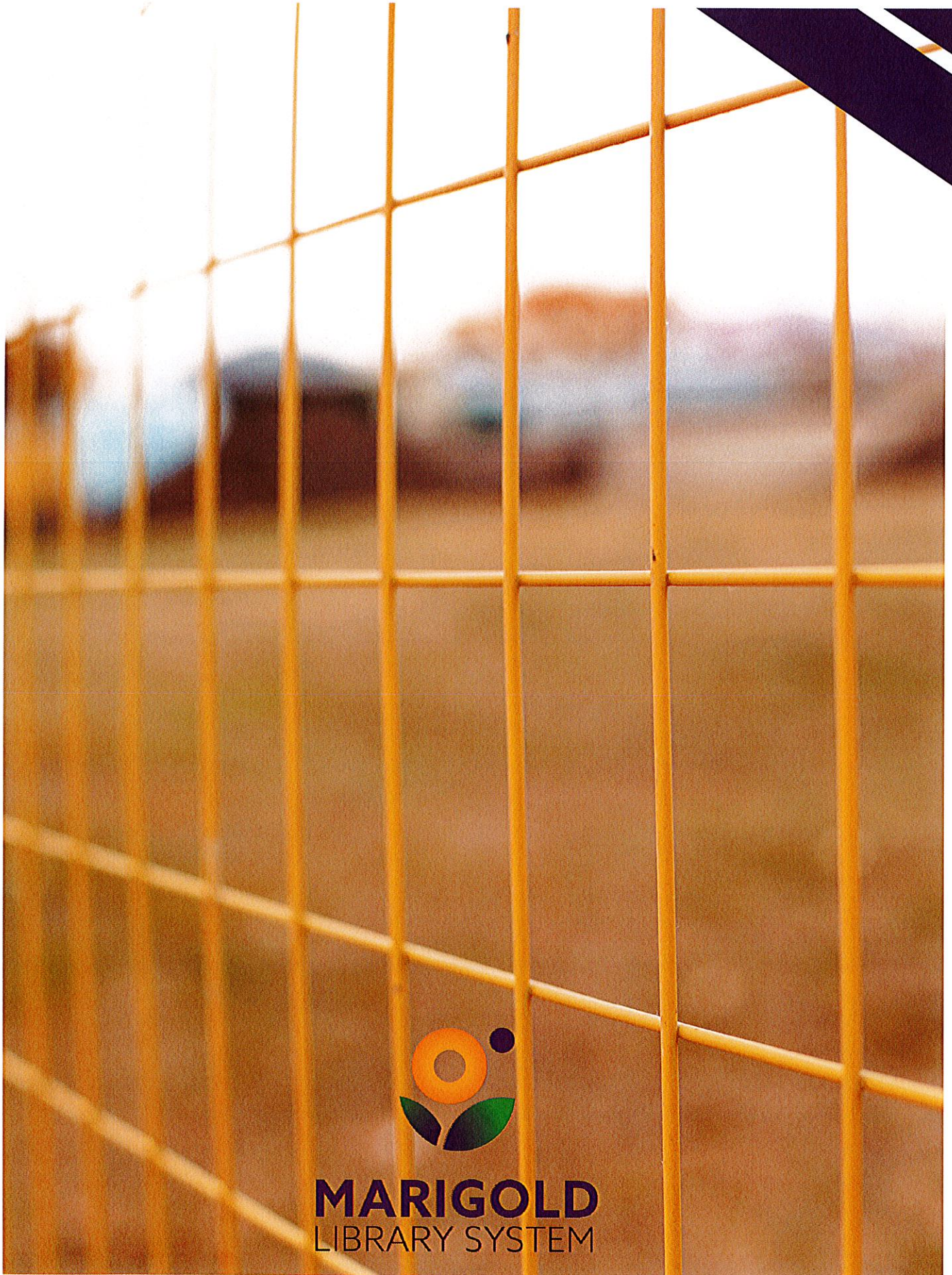
- 4.1 Adapt training content and delivery to best meet member library needs and current realities.
- 4.2 Provide more training and support to grow Marigold's safety culture.
- 4.3 Expand use of eContent through targeted training for patrons and stakeholder groups.
- 4.4 Increase training sessions at sustainable costs by using new training delivery technologies.

## PERFORMANCE INDICATORS

### Legislative compliance

- Training sessions on legislated requirements for OH&S and Employment Standards
- Training for Headquarters staff and member library staff on safety standards and ergonomics
- Training attainment tracking for Marigold staff members





**MARIGOLD**  
LIBRARY SYSTEM



March 1, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister,

**Re: President's Summit on Policing**

---

On behalf of the Council of the Municipality of Crowsnest Pass, I am writing concerning the recent President's Summit on Policing. Our Council does not support The Province of Alberta's initiative to replace the RCMP with an Alberta Provincial Police force.

We do not understand why the Province would forge ahead with this process when the Fair Deal Panel survey results clearly showed that 65% of respondents did not support this idea. These are tangible results from a provincial survey which need to be recognized by the Province as a negative response, and a clear indicator by the people of this Province that the majority is not in favor of a Provincial Police Force.

The staggering costs to implement an initiative of this nature, should be enough of a deterrent to even consider proceeding. Municipalities across this Province are struggling to determine how they will absorb the costs for the existing Police Funding Model and should not be expected to consider facing additional expenses for an initiative that is unwanted and appears to have no ceiling where potential costs are concerned.

Finally, we would like to reiterate that the Municipality of Crowsnest Pass is pleased with the level of service provided through our local RCMP. We cannot presume to speak for other communities in Alberta, however we find that the unique circumstances due to our location has fostered highly collaborative relationships between the detachments serving southeastern British Columbia and those serving our neighboring communities in southwestern Alberta. We cannot foresee that the dollars invested would result in an increased level of policing over and above the service we receive now.

We respectfully request that you reconsider replacing the RCMP with an Alberta Provincial Police Force and consider working with the RCMP to improve the service where required.

Sincerely,



Mayor Blair Painter  
Municipality of Crowsnest Pass  
403-563-0700  
[blair.painter@crowsnestpass.com](mailto:blair.painter@crowsnestpass.com)

cc: RMA Membership  
AUMA Membership

**Council Committee Report**  
**February 2021**  
**Darcy J. Burke**

**Wademsa**

- Current month calls 383 represents 12.89 percent increase
  - Union has elected for binding arbitration, wademsa legal costs could exceed \$100,000 and timeline is 2 years
  - Operations staff will complete their mandatory medical protocols for 2021 by June 30<sup>th</sup>
  - Town of Strathmore Requested further stats for fire dispatch and as follows for 2020
    - 7755, calls were made to 911, 75% were cellphone
    - 106 calls to text 911
    - 12,000 calls to our centre and backdoor number in total
    - 300 burn permits
    - 275 effort/medical assist calls
    - 208 MVC
    - 79 Outdoor fires
    - 364 Journey management calls
    - 64 Structure Fires
    - 39 Brush/Wildland Fires
    - 17 Water Rescues
    - 21 Working alone monitoring
    - 18 Electrical Hazards
    - 46 Fires uncategorized
- Wademsa averages 1.3 calls/hour/24 hrs/day with a call answer time average of 7 seconds**
- Cheque ratifications in the amount of \$12,042.65/Direct and Online Payments of \$154,635.82 and payroll \$240,746.74

**WRC**

- Cost overages on the TruckFill Station have been negotiated at a total of \$31,500 with an approximate savings of \$38,000
- Annual reports have been completed for all systems
- Cold weather prompted many calls for frozen water lines. Only provided assistance if it was a need for water turn off or the meter. Anything further is homeowner responsibility
- Several mechanical failures of heaters during the cold weather
- Compliance reports for Rockyford and Standard distribution have been received
- Truckfill deficiencies have been addressed and several customers have been using it
- Working on DWSP's for Rockyford and Standard
- WRC January revenue were \$189,435.38 and expenses were \$112,142.25
- Audit work completed February 4 and 5
- Shutoff notices to 23 Rockyford and Standard properties
- 2021 rate for water will be \$4.46/cubic metre and service at \$48.03/hrs compared to 2020 at \$3.88/ cubic metre and service at \$105/hrs

## WFCSS

- Senior Wellness Bags were distributed and a huge success, board and staff have received thankyou cards
- Training for CVITP is underway
- Compass sessions via zoom Jan 18,25 Feb 1,8
- 2020 Review Engagement with Avail is starting
- 2020 Annual Outcomes Report for FCSSAA is complete
- Working on 2021 Budget for committee viewing March 4<sup>th</sup>
- January Stats
  - 27 Clients
  - 2 Files closed
  - \$1323 invoiced
  - 156.5 hours worked
  - 40.5 hours travelled
  - 2975 hours paid
  - 1938 Km travelled
  - 1143 km paid
- Implementing the Lastpass Computer Security
- CAO performance review



February 2021 meetings  
for Councillor Leah Smith

04- WHMB/Architect  
04-AUMA  
04-Mayors Meeting / Province  
09-Three Village Meeting  
10-WHMB Building committee  
10- Village Regular  
11- WHMB Regular  
16-WRC Regular  
17 -AUMA /police funding  
17-WRC Budget  
18- WHMB/Architect  
18-WHMB Building committee  
18-Village Special MDP  
25-WHMB Special -Board/ Architect  
26-AUMA Provincial Budget

**March council report**  
Councillor Bill Goodfellow

**AUMA President's Summit** - two Policing seminars presented speakers from most areas for the police service in Alberta. The AUMA presented speakers for an oversight board. RCMP are careful as not to get into the politics. Politicians set the priorities and set the limits to budget. The RCMP work with all aspects of the law enforcement. As rural Alberta offers unique circumstances there are many layers to the issues and many non police groups in bringing the issue to justice. The RCMP have had previously been criticized for high manpower turnover. Not so apparently these days. Training and specialty training are cause for movement. National and international as well as Provincial issues offers a need for federal as well as Provincial management and in uniformity of the application of the law.

The Transition to a Provincial force is and has shown to be expensive and less than desirable results. A large portion of Albertans report no complaints and support of the RCMP but the bigger complaint is of the court system.

**Fire Committee Meeting** - attended a fire hall budget meeting with mayor Burke and CAO Macdonald. A few minor increases on contracted services to check and service personal equipment. The new fire engine was an after-meeting discussion with fire chief Wayne Clyne. The extra water carrying capacity is the main draw for this addition to the fleet.

**WRC Meeting**

**MDP Review -**

**Wheatland Regional Partnership Meeting** attended the regional partnership as an observer.

**Drumheller Solid Waste** - - I was not able to attend the DDSWMA meeting on very short notice but deputy mayor Leah Smith was able to go for us. Thank you.

Councilor Report  
DALIA CHESHIRE  
February 2021

DATE: January 5

GROUP/BOARD: Wild Rose – Community Economic Development Board (Sub Committee)

NOTES: 1. virtual meeting with DMS/shopify/an Ontario based company, working with the city of Medicine Hat & Grande Prairie

DATE: February 4

GROUP/BOARD: Wildrose General Meeting

NOTES: 1. Accounts in arrears  
2. Budgets  
3. see attachment in regards to loans for the year

DATE: Feb 6

GROUP/BOARD: Marigold Orientation

NOTES: 1. How Marigold is funded  
2. Marigold's Services, partners, and extensive resources  
3. Roles and Responsibilities as a board

DATE: Feb 25, 2021

GROUP/BOARD: MDP Planning

NOTES: 1. available land in village  
2. current and potential future use  
3. zoning areas.  
4. sub division of land and future housing prospects

CAO Report  
March 10, 2021

**Feb. 2, 2021 - Video Conference with Dr. Hinshaw**

**Feb. 4, 2021 – Election Training**

This module went into the regulations surrounding campaign finance and disclosure. There are some significant changes if you are receiving contributions for your campaign or spending your own money. There is no limit to campaign expenses but there is to contributions.

**Feb. 4, 2021 - AUMA President's Summit on Policing**

**Feb. 4, 2021 – Town Hall with Jason Kenney**

**Feb. 8, 2021 – ISDAB (Intermunicipal Subdivision and Development Appeal Board) Meeting**

This was the first meeting with the parties that have signed up to be a partner in the Palliser ISDAB.

**Feb. 8, 2021 - Rockyford Rural Fire Association Meeting**

**Feb. 9, 2021 – Video Conference with Dr. Hinshaw**

**Feb. 9, 2021 - Three Village Meeting**

**Feb. 11, 2021 – Emerging Trends in Municipal Law**

**Drafting and Implementing Development Agreements in Challenging Times**

This session stressed the importance of having a solid development agreement with a potential developer to ensure there is no drain on general tax revenue for servicing or building or roads, etc. They gave some advice on what to make sure you add into any agreements and things to look for up front. They stressed the importance of collecting a security to cover the municipality in the event of a default – anything less than 100% of the development cost is a risk to the municipality if the developer walks away and we have to complete the project.

**Municipal Management and Protection of Water Courses**

Any development or land use planning has to recognize that water and the vessel it's in is Provincially owned.

**Whose Line is it Anyway**

This session looked at the provision of municipal utilities. It looked at the difference between the mainline and a service line and where the municipal responsibility lies. Some of the information was about shared service lines, i.e. a condominium complex that is serviced by one main line but within the boundaries of the complex there are several service lines – the municipality would be responsible for the main line but all service lines would be the responsibility of the property owner(s).

## **COVID-19 Liability for Occupiers**

Previously reported on

### **Giving a Little for a Lot**

This session was about providing tax incentives to attract development. It focused primarily on non-residential incentives and outlined the processes to go about setting up tax incentives along with things to watch for. Unless it is a sure way to increase the tax base that wouldn't exist without the incentive, they warn against creating the incentive.

### **Case Law and Legislative Update**

Several different cases were looked at:

- 1) The changes made to the *Gaming, Liquor and Cannabis Act* which allows consumption in a designated picnic area within a public park without food being a requirement. Consumption is only permitted with proper signage designating the area as a picnic area and indicating the hours of consumption as well as enforcement information.
- 2) A case involving *Calgary v Bell Canada Inc.* where the city's bylaw regulating the process for access and use of municipal rights of way by utility providers. The Alberta Court of Queen's Bench found that the bylaw represented a "significant intrusion onto a federal head of power" insofar as it regulated Telecoms. The City appealed and the appeal was lost.
- 3) *Ellis v Lethbridge* – plaintiff attended a festival at a municipal park and broke her ankle when stepping into a dip caused by a sunken sprinkler head and started legal action alleging negligence under the *Occupiers' Liability Act*. The court found that additional steps should have been taken by the city, but Section 530 of the MGA prevailed –  
Section 530(1) A municipality is not liable for damage caused by  
b) a system of maintenance, or the manner in which maintenance is to be performed, or the frequency, infrequency or absence of maintenance. This decision was appealed and the appellate court upheld the decision. There was no evidence that the sprinkler head was in disrepair.

**Feb. 12, 2021 - Video Conference with Martin Shields, MP**

**Feb. 16, 2021 – Emergency Management Update with Villages and County**

**Feb. 17, 2021 – Video Conference with Dr. Hinshaw**

**Feb. 17, 2021 – AUMA President's Summit on Policing**

**Feb. 17, 2021 – WRC Budget Meeting**

**Feb. 18, 2021 – Wheatland Lodge and Hospice Project Meeting**

**Feb. 18, 2021 – Asset Management Cohort Check-In**

**Feb. 18, 2021 – MDP Review**

**Feb. 22 -23, 2021 – Audit**

## Feb. 24, 2021 – EMX21

This was presented by AEMA (Alberta Emergency Management Agency) and was put on in lieu of having their annual provincial exercise. There were several speakers that spoke on a variety of topics. They looked at hazards for the upcoming spring and summer. The meteorological forecast is that we will have la Nina around for a couple more months and that tends to bring colder than normal temps, this will delay the timing of water flow as it will delay the melt time. Lower precipitation is anticipated in most places – our area is looking at 60% of the normal range. They project that March will be the month with the most snow but we will still be below normal.

Wildfire Briefing – Phil Reid was the speaker and he gave a brief review of 2019-2020 years and called them interesting years. 2019 was record setting and extremely busy while 2020 was the exact opposite. Low to moderate drought code values over most of the province and la Nina will determine how soon fire season kicks off – typically starts in March.

POC (Provincial Operation Centre) has moved to their new location. The old facility had room for 45 staff in the central ops area while the new one has room for 78. Dining area seats 70 and there is room for catering set up during big events.

River Forecasting – Mountain snowpack is important for the water supply but the plains snow is more indicative of flooding risk. April is more critical for flooding in the plains. The Oldman and Bow rivers are much below normal levels currently. They will begin assessing more in March. The March/April conditions and day-day weather are important factors.

Director of Intelligence – Provincial Security and Intelligence Office Update (PSIO) Human Induced Intentional Threats and Critical Infrastructure is a new branch under the PSIO and 3 entities have consolidated under the Provincial Security Office – Chief Firearms Office; Intelligence Bureau – Emergency Management Functions and Human Induced Intentional Threats and Critical Infrastructure – foreign and domestic.

This last unit, in pre-COVID days saw more adversarial stance across the globe with science and technology a large part of that. China is a near-peer of the U.S. Geo-politics makes it important to know what they are looking at when watching scenarios play out. Other threats – digital, biological. socio-political. economic changes, industrial revolution degrading some technological capabilities.

COVID – the first lockdown showed increase in local crime – vehicle theft/property theft. etc. because of absence of guardian.

Reliance on technology has created more avenues for cyber crimes/fraud.

Geo-political – some nations inhibited from using coercive tactics – trade, students, travellers etc. couldn't cross borders to gather info or send messages.

Recent Trends – Rail Blockades/BLM movements – solidarity effect. Something that happens in B.C. can cause blockades/protests in Ontario which can affect supply chain and becomes a security threat.

Profit motivated cyber is becoming worrying now as more people are on the systems.

Double extortion techniques – extracting data before locking you out and posting snippets

of data. The exploitation of heightened public attention – ransomware/malware. Phishing e-mails are more prevalent and dangerous. Shadow markets are already in play so if the RCMP takes down one system, they have another one ready to go. A water treatment facility in the U.S was hacked into by accessing the SCADA system.

We received an update on the emergency stockpile of POC which is predominantly flood mitigation and supplies. These are available to municipalities AFTER all local resources have been used.

Dr. Hinshaw provided an update that was pretty much the same as her regular updates. She did say she anticipates the restrictions to last until at least the fall of 2021 but didn't indicate what restrictions may still be in effect until then. She did warn that we could see a third wave because of the variants of concern.

**Feb. 25, 2021 – Election Training**

This session delved into the new legislation surrounding third party advertising.

**Feb. 25, 2021 – Fire Committee Meeting**

**Feb. 25, 2021 – Wheatland Housing Management Body Meeting**

**Feb. 26, 2021 - AUMA President's Summit – Budget 2021**

**Feb. 26, 2021 – Town Hall with Premier Kenney and Minister McIver**

The auditors did the audit virtually and that went smoothly, although it is a little more onerous on both sides to gather information and pass it along that way instead of just walking across the hall to provide documents.