

VILLAGE OF ROCKYFORD
AGENDA REGULAR COUNCIL MEETING
June 9, 2021
via Telus Bizconnect Meetings

1. CALL TO ORDER
2. ADOPT AGENDA
3. PUBLIC WORKS REPORT
4. DELEGATIONS
5. ADOPT MINUTES
 - A. Minutes from May 12, 2021, Regular Meeting
 - B. Minutes from May 18, 2021, Special Meeting
6. FINANCIAL REPORTS
7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES
8. NEW BUSINESS
 - A. Capital Budget
 - B. Property Tax Deferral
 - C. Rescind Motion 075-2021
 - D. 1st Quarter Budget Variance
 - E. Tender for Water Valve Abandonment at Rosebud Gas Co-op and WTP
9. CORRESPONDENCE
 - A. Letter from IDP 9 re Provincial Policing
 - B. Letter from Town of Falher re RCMP Support
 - C. Letter from Town of Mayerthorpe re Policing
 - D. Letter from Town of Stavely re RCMP Support
 - E. Letter from Village of Milo re RCMP Support
 - F. Letter from Town of Claresholm re Provincial Police
 - G. Letter from Village of Rycroft re RCMP Support
 - H. Letter from Town of High River re Coal Exploration
 - I. Letter from Village of Caroline re RCMP Support
 - J. Marigold Library Systems Reports
 - K. Marigold Library Systems Financial Statements
10. OTHER BUSINESS
11. ACTION ITEM LIST REVIEW
12. CLOSED SESSION
13. OUT OF CLOSED SESSION MOTION
14. REPORTS
15. ADJOURNMENT

June 2021 public works report

1. Helped install new grader blades at D-Alta
2. Posted new sign on bulk water for vale operation.
3. Ordered spindle cup for Kubota mower.
4. Fixed water leak at site at LCP site 16.
5. Groomed and added sand on horseshoe pits, made two new pins.
6. Filled holes on 2nd ave west where tree stumps have been removed.
7. Graded alleys and roads.
8. Installed new battery on grader.
9. Repaired toilet at office with new wax doughnut.
10. Installed new fire pits at LCP
11. Did walk through on new construction.

MINUTES
VILLAGE OF ROCKYFORD
REGULAR MEETING
May 12, 2021
via TELUS Business Connect Meetings

ATTENDANCE Mayor Darcy Burke

 Councillors William Goodfellow
 Leah Smith
 April Geeraert
 Dalia Cheshire

 Administration: Elaine Macdonald

Council conducted the meeting via TELUS Business Connect Meetings.

1. CALL TO ORDER Mayor Burke called the meeting to order at 7:37 p.m.

2. AGENDA

RES 088-2021 Moved by Deputy Mayor Smith that the agenda be accepted with the following additions:

ADD

8J. Change Order #1 – WRC Phase 2 Water Treatment Plant Upgrade

8K. Change Order #2 – ConSite Waterline Repair

9E. Letter from Town of Claresholm re Policing

Carried

3. PUBLIC WORKS REPORT

RES 089-2021 Moved by Councillor Goodfellow that Council accepts the Public Works Report as presented.

Carried

4. DELEGATION

4A. Harvest Recycling
Presented by Peter Olorundimu

Council heard a presentation regarding a potential new business in the Village. The presenter was requested to get some additional information and to contact the Village office to formulate a public engagement process.

5. MINUTES

5A. Minutes from the April 14, 2021 Regular Meeting of Council.

RES 090-2021 Moved by Councillor Cheshire that Council approves the minutes of the April 14, 2021 Regular Meeting of Council as presented.

Carried

6. FINANCIAL REPORTS

6A. Bank Reconciliation – Village April, 2021

RES 091-2021 Moved by Councillor Goodfellow that the April 2021 bank reconciliation for the Village be approved as presented.

Carried

Mayor
Administrator

6B. Bank Reconciliation – WRC April, 2021

- RES 092-2021 Moved by Councillor Cheshire that the April 2021 bank reconciliation for WRC be approved as presented.
Carried

7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES

8. NEW BUSINESS

8A. Bylaw 2021-004 -- Fees and Charges Bylaw
Presented by Elaine Macdonald, Municipal Administrator

- RES 093-2021 Moved by Councillor Cheshire that Council gives first reading to Bylaw 2021-004 – Fees and Charges Bylaw.
Carried
- RES 094-2021 Moved by Deputy Mayor Smith that Council gives second reading to Bylaw 2021-004 – Fees and Charges Bylaw.
Carried
- RES 095-2021 Moved by Councillor Goodfellow that Council gives permission to proceed to third and final reading of Bylaw 2021-004 – Fees and Charges Bylaw.
Carried
- RES 096-2021 Moved by Councillor Geeraert that Council gives third and final reading to Bylaw 2021-004 – Fees and Charges Bylaw.
Carried

8B. Water Truck Reimbursement
Presented by Elaine Macdonald, Municipal Administrator

- RES 097-2021 Moved by Mayor Burke that Administration purchase a \$100 gift certificate from 90s 2 restaurant and a \$100 gift certificate from Triple “B” Tavern along with a card for the Link family as a “Thank you” for supplying a potable water source when the Village had a water supply interruption.
Carried

8C. Household Hazardous Waste and Transtor Replacement
Presented by Councillor Goodfellow

- RES 098-2021 Moved by Councillor Cheshire that Council directs Administration to draft a letter to Drumheller and District Solid Waste Management showing support of their endeavour to combat the Provincial government’s plan to discontinue the Household Hazardous Waste program.
Carried

8D. Strathmore Handibus Request
Presented by Elaine Macdonald, Municipal Administrator

- RES 099-2021 Moved by Deputy Mayor Smith that the Village sends a letter of support for the CIP operating grant application.
Carried
- RES 100-2021 Moved by Councillor Geeraert that Council directs Administration to organize a 3 Village meeting to discuss the funding request.
Carried

8E. Campground Washroom Access
Presented by Mayor Burke

RES 101-2021 Moved by Councillor Geeraert that Council directs Administration to look into finding someone to take care of the campground washrooms **evenings** and weekends.

Carried

8F. Waterline Break Debrief
Presented by Mayor Burke

Mayor Burke expressed a sincere “thank you” to the residents, contractors, WRC staff and everyone that participated in getting the waterline break event resolved. We will look at notification options.

RES 102-2021 Moved by Deputy Mayor Smith that Council directs Administration to contact the County to inquire about the Voyent Alert system.

Carried

8G. Council Meeting Highlights
Presented by Mayor Burke

Council meeting highlights will be posted again.

8H. Councillor Code of Conduct
Presented by Mayor Burke

Mayor Burke reminded Council that the Code of Conduct Bylaw and regulations from other levels of government are important for Council to abide by.

8I. Bylaw 2021-005 – Tax Rate Bylaw

RES 103-2021 Moved by Councillor Cheshire that Council gives first reading to Bylaw 2021-005 – Tax Rate Bylaw.

Carried

RES 104-2021 Moved by Councillor Geeraert that Council gives second reading to Bylaw 2021-005 – Tax Rate Bylaw.

Carried

RES 105-2021 Moved by Deputy Mayor Smith that Council gives permission to proceed to third and final reading of Bylaw 2021-005 – Tax Rate Bylaw.

Carried

RES 106-2021 Moved by Mayor Burke that Council gives third and final reading to Bylaw 2021-005 – Tax Rate Bylaw.

Carried

8J. Change Order #1 – WRC Phase 2 – Water Treatment Plant Upgrade

RES 107-2021 Moved by Deputy Mayor Smith that Council approves Change Order #1 for the water treatment plant upgrade in the amount of \$2,985.89 as recommended by the WRC Board.

Carried

8K. Change Order #2 – ConSite – Waterline Repair

RES 108-2021 Moved by Councillor Geeraert that Council approves Change Order #2 from ConSite Construction Ltd. in the amount of \$20,251.11.

Carried

9. CORRESPONDENCE

- 9A. Letter from Town of High River re Eastern Slopes Coal Exploration.
- 9B. Letter from Town of Edson re Support of RCMP.
- 9C. Letter from County of Saint Paul re Support for the RCMP.
- 9D. Letter from Town of Didsbury re Provincial Service Transition Study.
- 9E. Letter from Town of Claresholm re Proposed Provincial Police Service.

RES 109-2021 Moved by Councillor Goodfellow that Council accepts all correspondence as information.

Carried

10. OTHER BUSINESS

11. ACTION ITEM LIST REVIEW

12. CLOSED SESSION

13. OUT OF CLOSED SESSION MOTION

14. REPORTS

RES 110-2021 Moved by Deputy Mayor Smith that the reports be accepted as presented.

Carried

15. ADJOURNMENT

RES 111-2021 Councillor Cheshire moved that the meeting be adjourned at 10:25 p.m.

Carried

Mayor

Administrator

MINUTES
VILLAGE OF ROCKYFORD
SPECIAL MEETING
May 19, 2021
via TELUS Business Connect Meetings

ATTENDANCE Mayor Darcy Burke

 Councillors William Goodfellow
 Leah Smith
 April Geeraert
 Dalia Cheshire

 Administration: Elaine Macdonald

Council conducted the meeting via TELUS Business Connect Meetings.

1. CALL TO ORDER Mayor Burke called the meeting to order at 8:01 p.m.

2. AGENDA

RES 112-2021 Moved by Councillor Cheshire that the agenda be accepted as presented
Carried

3. NEW BUSINESS

3A. Appointment of Voting Representative at Community Futures Wild Rose AGMs

RES 113-2021 Moved by Councillor Geeraert that Council appoints Councillor
Cheshire to be the voting representative at the Community Futures Wild
Rose AGMs.
Carried

3B. Placement of Picnic Tables on Sidewalk

RES 114-2021 Moved by Mayor Burke that the Village of Rockyford will, in consultation
with Alberta Health Services, place picnic tables for public use following
all COVID-19 rules.
Carried

15. ADJOURNMENT

RES 115-2021 Councillor Cheshire moved that the meeting be adjourned at 8:43 p.m.
Carried

Mayor

Administrator

Mayor
Administrator

| Village of Rockford Capital Budget | | | | | | | | | | |
|---|--------------|--------------|---------------|---------------|--------------|---------------|------|------|------|------|
| Project Name | Notes | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
| 2nd Ave. E. Water/Sewer Replacement & Saml-Dump | MSI | | \$ 526,159.00 | | | | | | | |
| 2nd Ave. E. Paving | FGTF | | \$ 200,000.00 | | | | | | | |
| 1st Ave. E. Paving/Sidewalks | MSI | | \$ 18,275.00 | | | \$ 201,901.23 | | | | |
| Water/Sewer Upgrades | MSI and FGTF | | \$ 75,000.00 | | \$ 37,971.00 | \$ 376,439.70 | | | | |
| Engineering Fees | CRISP | \$ 13,000.00 | | | | \$ 62,779.00 | | | | |
| Decorative Clock | CRISP | | | \$ 274,513.00 | | | | | | |
| Main Street Sidewalks and Lighting | CRISP | | \$ 6,000.00 | \$ 6,500.00 | | | | | | |
| Kubota Mower | CRISP | | | \$ 1,800.00 | | | | | | |
| John Deere Mower | CRISP | | | | \$ 22,000.00 | | | | | |
| Fire Truck (Unit 6) Pump | CRISP | | | | | | | | | |
| Fire Hydrants | MSI | | | | | | | | | |
| Replace Roof on Village Office | Reserves | | | | \$ 6,700.00 | | | | | |
| Total Projects | | \$ 13,000.00 | \$ 825,434.00 | \$ 282,813.00 | \$ 66,571.00 | \$ 641,119.93 | \$ - | \$ - | \$ - | \$ - |

| Funding Sources Capital Budget | | | | | | | | | | |
|-------------------------------------|--|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|---------------|-----------------|
| | | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
| Funding Available | | \$ 388,115.00 | \$ 829,252.00 | \$ 341,676.87 | \$ 399,631.99 | \$ 646,635.74 | \$ 234,268.81 | \$ 426,268.81 | \$ 618,268.81 | \$ 810,268.81 |
| Funding Carried Over Previous Year | | \$ 170,052.00 | \$ 186,793.00 | \$ 141,880.00 | \$ 163,584.00 | \$ 178,753.00 | \$ 142,000.00 | \$ 142,000.00 | \$ 142,000.00 | \$ 142,000.00 |
| MSI Capital Allocation Current Year | | \$ 200,000.00 | \$ 50,000.00 | \$ 100,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 |
| FGTF Allocation Current Year | | \$ 84,085.00 | \$ 99,047.87 | \$ 98,888.12 | \$ 93,390.75 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 |
| CRISP | | \$ 842,252.00 | \$ 1,167,110.87 | \$ 682,444.99 | \$ 706,606.74 | \$ 875,388.74 | \$ 426,268.81 | \$ 618,268.81 | \$ 810,268.81 | \$ 1,002,268.81 |
| Available for Projects | | | | \$ (8,300.00) | \$ (22,000.00) | \$ (641,119.93) | | | | |
| Capital Purchases | | | \$ (13,000.00) | \$ (825,434.00) | \$ (274,513.00) | \$ (37,971.00) | \$ (641,119.93) | | | |
| Less Projects | | | \$ 829,252.00 | \$ 341,676.87 | \$ 399,631.99 | \$ 646,635.74 | \$ 234,268.81 | \$ 426,268.81 | \$ 618,268.81 | \$ 810,268.81 |
| Amount to Carry Forward | | | | | | | | | | |
| Funding Available By Grant | | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
| MSI | | \$ 543,935.00 | \$ 148,794.00 | \$ 290,674.00 | \$ 394,258.00 | \$ 143,617.30 | \$ 285,617.30 | \$ 427,617.30 | \$ 569,617.30 | \$ 711,617.30 |
| FGTF | | \$ 200,000.00 | \$ 12,500.00 | \$ 112,500.00 | \$ 162,500.00 | \$ 773.77 | \$ 50,773.77 | \$ 100,773.77 | \$ 150,773.77 | \$ 200,773.77 |
| CRISP | | \$ 85,317.00 | \$ 180,382.87 | \$ (3,542.01) | \$ 89,877.74 | \$ 89,877.74 | \$ 89,877.74 | \$ 89,877.74 | \$ 89,877.74 | \$ 89,877.74 |
| Total Funding Year End | | \$ 829,252.00 | \$ 341,676.87 | \$ 399,631.99 | \$ 646,635.74 | \$ 234,268.81 | \$ 426,268.81 | \$ 618,268.81 | \$ 810,268.81 | \$ 1,002,268.81 |

The carry over amount each year does not include any interest earned. The funding assumes that the grant allocations will remain the same



REQUEST FOR DECISION

Subject: Property Tax Deferral

Prepared By: Elaine Macdonald

Council Meeting Date: June 9, 2021

Agenda Item: 8B

Background: In 2020, Council approved a property tax payment deferral to assist residents that had been impacted by COVID-19.

This was one of the conditions placed on municipalities by the province as they deferred the collection of a portion of the school requisition and in return the municipalities were asked to defer the collection in property taxes to either all properties or the non-residential properties to a specified dollar value.

There are no provincial requirements this year, they are not deferring the school requisitions. Council has the ability to defer taxes should they choose.

Options: 1. Council can defer the collection of property taxes until a later date than July 31, 2021.
2. Council can keep the due date of July 31, 2021 for all properties.

Financial Implications: The revenue would be realized at a later date than normally projected.

Communication: Notification will be provided in such a manner that there is no confusion and posted on the website, Facebook and the post office.

Recommendation: *THAT Village Council provide direction to Administration regarding the deferral of property taxes for 2021.*



REQUEST FOR DECISION

Subject: Rescinding Motion 075-2021

Prepared By: Elaine Macdonald

Council Meeting Date: June 9, 2021

Agenda Item: 8C.

Background: At the April 14, 2021 Regular Meeting of Council, a motion was made to add Councillor Geeraert as a signing authority because of a conflict that had arisen as a result of a career change for Deputy Mayor Smith.

Motion 075-2021 is the resolution that was made at that meeting and read as follows:

RES 075-2021 Moved by Councillor Cheshire that Council approves adding Councillor April Geeraert as a signing authority for the Village and removing Deputy Mayor Leah Smith as a signing authority for the Village.

Carried

Circumstances have since changed and this change is no longer required so Council is being asked to rescind the motion and the signing authority will remain the same with the Mayor, Deputy Mayor, Administrator and Administrative Assistant being the signatories.

Options: 1) Council can rescind the Resolution 075-2021.
2) Council can keep the Resolution alive and the changes will be made at the bank.

Financial Implications:

Communication:

Recommendation: *THAT Village Council rescinds Resolution 075-2021.*



REQUEST FOR DECISION

Subject: Tender for Water Valve Abandonment at Rosebud Co-op and Water Treatment Plant

Prepared By: Elaine Macdonald

Council Meeting Date: June 9, 2021

Agenda Item: 8E.

Background: It has been identified that we have two (2) leaking valves in the Village. One is in front of the storage building at Rosebud Gas Co-op and the other is near the water treatment plant.

WRC was asked to get quotes for the repair or abandonment of those valves. Because neither of the valves provide a service, it was determined that abandoning them would be a better option and eliminate future problems at either of these locations.

Both Gray's Ltd. and Knibb's Development Ltd. provided the quotes. Council was sent the quotes via e-mail.

For the leak near the water treatment plant:

Gray's - \$8,725 to replace the follower plate bolts on valve top. This would involve the water to the Village being turned off and if the repair and carries the potential for another boil water advisory if the repairs take longer than the 2 hour window allowed by Alberta Environment.

Knibb's - \$10,500 to abandon the line and would include the setup of a temporary water service negating the need to shut the water down. He anticipates the work could take two (2) days.

For the leak at Rosebud Gas Co-op

Gray's : \$9,490 to replace the curb stop, new service box and rod. The area would then be backfilled and compacted to grade with gravel.

Knibb's - \$9,500 to abandon the line at the property line. The area would be backfilled and compacted and includes a concrete sidewalk replacement.

After discussion via e-mail Council agreed to have Knibb's do the work; unfortunately because of the timing of the work, we won't be able to have both jobs done at the same time because while the Village will have a water source during the repair of the valve at the water treatment plant, the same is not true for the bulk water station and there is heavy usage there at this time of year so that job will wait for a couple of weeks to allow the farmers to have access for the water they require for spraying. The Co-op job will be done as soon as possible because the water is affecting their land negatively.

Options:

Financial Implications: The cost of these projects will be drawn from reserves. There was no grant application applied for prior to the commencement of the work.

Communication:

Recommendation: *THAT Village Council makes the motion to award the two (2) valve replacement projects to Knibb's Development Ltd.*

GRAY'S LIMITED

62 Slater Road
Strathmore, AB T1P 1J3
Telephone: 403-934-3590 Fax: 403-934-3076
Email: info@graysltd.com

May 31, 2021

Village of Rockyford
Box 294
Rockyford, AB T0J 2R0

Attn: Keenan Hauck
Phone: 403-533-3950
Email: Keenan.hauckwrc@gmail.com

RE: Main Valve Repair

Enclosed please find work description and cost estimate to repair leak on main valve.

- Excavate/expose main valve.
- Replace follower plate bolts on valve top.
- Bed with gravel.
- Backfill and compact up to grade.

OUR PRICE \$ 8,725.00 PLUS GST

Notes:

1. Based on summer construction i.e.: No Frost.
2. All utilities to be located prior to construction.
3. Price based on only replacing bolts on top of valve.
4. Valve cannot be replaced unless water can be isolated.

Yours truly,

Greg McLean
Gray's Limited

GEM/jw

Y:\Quotes\2021 Quotes\Village of Rockyford - Curb Stop Repair.docx



Quotation

No. 20210513

TO: Village of Rockyford
ATTN: Elaine Macdonald
MEMO: WRC to provide all system operations & notifications
PROJECT: Water Plant valve repair options

DATE: 13-May-21

| Item | Qty | Product Description | Unit | Unit Price | Total |
|------|-----|---|------|-----------------|--------------------|
| 1 | 1 | Supply equipment, material & labour for valve repair at Rockyford water plant including but not limited to; Mob & Demob, hydrovac, excavation, expose existing 150mm valve, replace bonnet bolts with stainless steel, one at a time, under pressure. (Potential for failure under pressure will result in a full system shut down.) | L.S. | \$5,000.00 | \$5,000.00 |
| 2 | 1 | Make modification to plant distribution header, add 2nd valve & camlock. Set up, load, flush & test 2" HDPE bypass (300m) line to hydrant at Railway & 1st E, c/w disinfect and Bacteriological test. (This will maintain town water supply allowing plant yard piping to be depressurized.) | L.S. | \$4,500.00 | \$4,500.00 |
| 3 | 1 | Remove valve, cap and abandon line c/w thrust block. | L.S. | \$1,000.00 | \$1,000.00 |
| | | | | SUBTOTAL | \$10,500.00 |
| | | | | GST 5% | \$525.00 |
| | | | | TOTAL | \$11,025.00 |

Customer Privacy: In order to protect your privacy, Knibb Developments Ltd., has established policies and procedures to protect the privacy and confidentiality of the personal information we collect and maintain. Customer information will not be disclosed without your permission.

GST 102864329 RT

TERMS:

- ~ PAYMENT DUE UPON INVOICE
- ~ 2% PER MONTH (24% PER ANNUM) CHARGEABLE ON OVERDUE ACCOUNTS
- ~ TITLE TO GOODS DOES NOT TRANSFER UNTIL INVOICE IS PAID IN FULL
- ~ PRICE VALID FOR 30 DAYS

DISCLAIMER:

- ~ CONSTRUCTION COMMENCEMENT 10 -14 DAYS FROM APPROVED SHOP DRAWING
- ~ WATER FOR COMMISSIONING BY OTHERS.
- ~ BONDING NOT INCLUDED, BUT CAN BE PROVIDED IF REQUIRED FOR AN ADDITIONAL FEE.
- ~ MATERIAL TESTING, SURVEY, LAYOUT, PERMITS & DESIGN BY OTHERS IF REQUIRED.

GRAY'S LIMITED

62 Slater Road
Strathmore, AB T1P 1J3
Telephone: 403-934-3590 Fax: 403-934-3076
Email: info@graysltd.com

May 28, 2021

Village of Rockyford
Box 294
Rockyford, AB T0J 2R0

Attn: Keenan Hauck
Phone: 403-533-3950
Email: Keenan.hauckwrc@gmail.com

RE: Curb Stop Repair

Enclosed please find work description and cost estimate to repair leaking curb stop on Railway Avenue, beside Rosebud Gas.

- Cut concrete curb and sidewalk, remove concrete, haul away and dispose.
- Excavate/expose curb stop.
- Replace with new ¾" curb stop, new service box and rod.
- Backfill and compact up to grade with gravel.

OUR PRICE \$ 9,490.00 PLUS GST

Notes:

1. Based on summer construction i.e.: No Frost.
2. All utilities to be located prior to construction.
3. Price does not include replacing asphalt and concrete.
4. Water will have to be isolated to replace curb stop.

Yours truly,

Greg McLean
Gray's Limited

GEM/jw



Quotation

No. 20210527

TO: Village of Rockyford

DATE: 27-May-21

ATTN: Elaine MacDonald

MEMO: WRC to operate system (may require mainline shut down)

PROJECT: Service abandonment - Near 152 - 218 Railway Ave. W.

| Item | Qty | Product Description | Unit | Unit Price | Total |
|--|-----|---|------|-----------------|-------------------|
| 1 | 1 | Supply equipment, material & labour to abandon leaking service adjacent to Rosebud Gas Co-op, including but not limited to; | | | |
| | | Mob, demob, utility locates, hydrovac & general conditions, traffic accommodation, signage & fence. | L.S. | \$2,500.00 | \$2,500.00 |
| 2 | 1 | Excavation, remove & dispose of existing concrete at town yard, expose curb stop and abandon at property, backfill & compact. | L.S. | \$4,500.00 | \$4,500.00 |
| 3 | 1 | Base prep, granular, re-inforcing steel, place & finish concrete sidewalk replacement. | L.S. | \$2,500.00 | \$2,500.00 |
| | | | | SUBTOTAL | \$9,500.00 |
| Customer Privacy: In order to protect your privacy, Knibb Developments Ltd., has established policies and procedures to protect the privacy and confidentiality of the personal information we collect and maintain. Customer information will not be disclosed without your permission. | | | | GST 5% | \$475.00 |
| | | | | TOTAL | \$9,975.00 |

GST 102864329 RT

TERMS:

- ~ PAYMENT DUE UPON INVOICE
- ~ 2% PER MONTH (24% PER ANNUM) CHARGEABLE ON OVERDUE ACCOUNTS
- ~ TITLE TO GOODS DOES NOT TRANSFER UNTIL INVOICE IS PAID IN FULL
- ~ PRICE VALID FOR 30 DAYS

DISCLAIMER:

- ~ CONSTRUCTION COMMENCEMENT, 10 - 14 DAYS FROM EXECUTED CONTRACT.
- ~ MATERIAL TESTING, SURVEY, LAYOUT, PERMITS & DESIGN BY OTHERS IF REQUIRED.
- ~ BONDING NOT INCLUDED, BUT CAN BE PROVIDED IF REQUIRED FOR AN ADDITIONAL FEE

Knibb Developments Ltd. Box 184, Standard, Alberta T0J 3G0

403-644-2222 Office, 403-677-2959 Fax, 403-312-1951 Jason Cell, jason@knibbdevelopments.com

ID9

Improvement District No. 9

Municipal Government Services for Banff National Park



May 31st, 2021

Honourable Kaycee Madu
Minister Justice and Solicitor General
Office of the Minister
#424 Legislature Building, 10800 97 Ave, Edmonton AB T5K 2B6

Dear Minister Madu,

Re: Alberta Provincial Police Service (APPS)

At the Regular Council meeting for Improvement District No. 9 on May 13th, 2021, Council reviewed the plan proposed by the Government of Alberta to replace the RCMP in Alberta with a Provincial Police Service. Please be advised that the Municipal Council for ID9 is strongly opposed to the creation of this proposal. After reviewing the Fair Deal Panel's Report to Government (as well as the many letters currently circulating from Municipal elected officials) ID9 Council is voicing its firm opposition to the APPS. There are several particularly concerning items identified in the Fair Deal Panel's report, namely:

- the Fair Deal Panel's recommendation to proceed with developing a proposal for a Provincial Police Force, despite only 35% of Albertans believing the police force would contribute to the desired outcome of helping Alberta better assert itself with the Canadian federation.
- Provincial and municipal governments possibly absorbing \$112.4 million policing costs currently covered by the federal government (which would be in addition to the increasing policing costs incurred by municipalities under the Police Funding Model).

Furthermore, and perhaps most importantly, we have an excellent relationship with our local RCMP detachment and feel no need to replace them with a Provincial force. The RCMP in Lake Louise and Banff have always been responsive to community needs and feedback, and have consistently delivered professional, quality public safety services in our communities. In addition, ongoing collaboration between both Detachments and ID9 Council has resulted in a positive and adaptive presence in the region.

We have not been provided with adequate proof that the formation of the APPS would result in better outcomes for Albertans, especially when considering the increased costs to our rate payers. ID9 Council is urging the Government of Alberta to listen to Municipal Leaders as well as the results of the Fair Deal Panel's report and shift efforts to improving RCMP relationships and resources in the Province. Please do not hesitate to contact me with any comments or concerns.

Respectfully,

Chair Dave Schebek

CC: *Honourable Jason Kenney, Premier*
MLA Miranda Rosin
AUMA & RMA Memberships

DAVE SCHEBEK, CHAIR
Improvement District No. 9, Banff National Park
daveschebek@improvementdistrict9.ca
PO Box 58, Lake Louise AB | TOL 1E0



Town of
Ville de **FALHER**
"Honey Capital of Canada"

May 20, 2021

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

RE: Town of Falher Support for the RCMP

Dear Minister Madu,

This letter is presented as a token of support on behalf of the Town of Falher towards the Royal Canadian Mounted Police (RCMP) and also as a motion of opposition to the Provincial Government's recent proposal for an Alberta Provincial Police Force.

Upon review of information made available by AUMA it has become abundantly clear to our entire council that blindly forging forward would come at an enormous cost to our province, and specifically its residents. The newly established Police Funding Model has already delivered a hit to small rural urban municipal budgets with a relatively small impact felt in terms of day to day deliverables in our communities. Continuing with a Provincial Police Force would come at an exorbitant cost with no assurance with a benefit in service.

Just today, S&P Global Ratings has downgraded Alberta's credit rating from 'A+' to 'A' while cautioning that additional downgrades in the near future are very possible if new fiscal measures are not adopted in a post-COVID19 Alberta. The exploration of an Alberta based Police Force was merely financial as there is no evidence suggesting a dissatisfaction with the quality of service offered by the RCMP to the magnitude that would warrant such an expense. To ask any and all residents of this province to fund such an ill-advised endeavour can only be viewed as an un-sound decision based on an act of ignoring facts, and more importantly, the voice of Albertans.

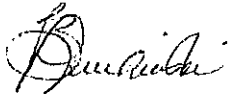
With the Provincial Government's reduction into MSI funding over the next few years and considering the infrastructure maintenance investments that all Canadian municipalities face over the coming years, local government budgets are already being stretched beyond their limits. Where exactly does the Provincial government envision the funding of a Provincial Police Service coming from? Undoubtedly, they will ask municipalities to pay, ultimately forcing local councils to play 'bad cop' by increasing municipal taxes in order to fund Provincial downloading. It is our opinion that the Provincial government needs to seriously re-evaluate its priorities.

The Town of Falher council stands with:

- The 65% of respondents to the Fair Deal Panel survey that voiced opposition to a Provincial Police Force.
- The County of Paintearth No.18
- The County of St.Paul
- Municipality of Crowsnest Pass
- Town of Didsbury
- Town of Magrath
- Town of Edson
- Village of Hill Spring
- Town of Morinville
- Town of Redcliff
- Village of Rycroft
- Any and all other citizens, municipalities, and organizations who have not voiced their opinions, yet.

The Provincial Government continually encourages (and legislatively mandates) that municipal governments work together in a cohesive manner, perhaps they should take a page from their own book rerouting the funds allocated for research of an Alberta Police Service towards building stronger relationships with the RCMP and with Federal Partners.

Sincerely,



Donna Buchinski
Mayor

cc: The Honourable Jason Kenney, Premier
The Honourable Ric Mclver, Minister of Municipal Affairs
Rachel Nofley, Leader of the Official Opposition
Todd Loewen, MLA Central Peace-Nofley
AUMA Members
RMA Members



Mayerthorpe

May 25, 2021

Premier Jason Kenney
Office of the Premier
307 Legislature Building
10800 - 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Premier Kenney,


Re: Royal Canadian Mounted Police and Provincial Policing

Council for the Town of Mayerthorpe strongly opposes the establishment of a provincial police force and unanimously supports the continuation of the Royal Canadian Mounted Police (RCMP) as Alberta's primary law enforcement agency.

The Royal Canadian Mounted Police are the foundational law enforcement agency in our nation and in Alberta. The RCMP are as iconic and recognized as the Canadian Flag. The Royal Canadian Mounted Police service continues to be a beacon for people of all nationalities fleeing from the lawlessness of other countries. The agency continues to be held in a position of utmost respect throughout the world.

Mayerthorpe Town Council does not support the Fair Deal Panel recommendation to establish a provincial police force. We acknowledge that the Province has contracted Price Waterhouse Coopers to complete an analysis and we anticipate further information on this topic.

Respectfully,


Janet Jabush
Mayor

cc. Ric McIver, Minister of Municipal Affairs
Barry Morishita, President of Alberta Urban Municipalities Association
Paul McLaughlin President of Rural Municipalities Association
Kacee Madu, Minister of Justice & Solicitor General
Shane Getson MLA, Parkland Lac Ste. Anne
Alberta Municipalities

Box 420
Mayerthorpe, AB T0E 1N0
T: 780-786-2416
F: 780-786-4590

admin@mayerthorpe.ca
www.mayerthorpe.ca



Town of Stavely

Box 249

Stavely, AB.

TOL 1Z0

Office: 403-549-3761

Fax: 403-549-3743

May 26, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 - 97th Ave.
Edmonton, AB T5K 2B6

RE: PROPOSED PROVINCIAL POLICE SERVICE

Dear Honourable Madu,

The Stavely Town Council discussed the provinces proposal of an Alberta Police Force Service at length during the Council meeting dated May 25, 2021. We, as a Council, feel strongly against replacing the RCMP with the provinces proposed Alberta Provincial Police Service (APPS).

The Town of Stavely and the local RCMP detachments have worked hard to develop, achieve and maintain a unified relationship over many years. As with any relationship it takes dedicated and focused work on behalf of both parties to achieve a mutually beneficial outcome. The Town of Stavely has been and continues to be more than satisfied with the level of service, the commitment to our community and the degree of responsiveness from each detachment that has served the Town of Stavely.

The Council is also extremely concerned with the plans to replace the RCMP with an Alberta Provincial Police Service (APPS) and the associated financial constraints this will cause our residents in these unprecedented times and in the future.

We strongly encourage the Government of Alberta to make all efforts necessary to work with the RCMP to achieve the desired results that the communities and residents of this province both deserve and need.

Yours Truly,

Gentry Hall
Mayor
Town of Stavely

GH/cg

Cc: The Honourable Jason Kenney, Premier
Mr. Roger Reid, MLA for Livingstone-Macleod
Mr. John Barlow, MP for Foothills
K-Division, Royal Canadian Mounted Police
Alberta Urban Municipalities Association (AUMA) Member Municipalities



May 25, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 A venue
Edmonton, Alberta T5K 2R6

RE: Village of Milo Support for the RCMP

Dear Minister Madu,

This letter is presented as a token of support on behalf of the Village of Milo towards the Royal Canadian Mounted Police (RCMP) and also as a motion of opposition to the Provincial Government's recent proposal for an Alberta Provincial Police Force.

Upon review of information made available by AUMA it has become abundantly clear to our entire council that blindly forging forward would come at an enormous cost to our province, and specifically its residents. The newly established Police Funding Model has already delivered a hit to small rural urban municipal budgets with a relatively small impact felt in terms of day-to-day deliverables in our communities. Continuing with a Provincial Police Force would come at an exorbitant cost with no assurance with a benefit in service.

Just today, S&P Global Ratings has downgraded Alberta's credit rating from 'A+' to 'A' while cautioning that additional downgrades in the near future are very possible if new fiscal measures are not adopted in a post-COVID 19 Alberta. The exploration of an Alberta based Police Force was merely financial as there is no evidence suggesting a dissatisfaction with the quality of service offered by the RCMP to the magnitude that would warrant such an expense. To ask any and all residents of this province to fund such an ill-advised endeavor can only be viewed as an un-sound decision based on an act of ignoring facts, and more importantly, the voice of Albertans.

With the Provincial Government's reduction into MSI funding over the next few years and considering the infrastructure maintenance investments that all Canadian municipalities face over the coming years, local government budgets are already being stretched beyond their limits. Where exactly does the Provincial government envision the funding of a Provincial Police Service coming from? Undoubtedly, they will ask municipalities to pay, ultimately forcing local councils to play 'bad cop' by increasing municipal taxes in order to fund Provincial downloading. It is our opinion that the Provincial government needs to seriously re-evaluate its priorities.

The Village of Milo council stands with:



-
- The 65% of respondents to the Fair Deal Panel survey that voiced opposition to a Provincial Police Force.
 - Town of Falher
 - The County of Paintearth No. 18
 - The County of St. Paul
 - Municipality of Crowsnest Pass
 - Town of Didsbury
 - Town of Magrath
 - Town of Edson
 - Village of Hill Spring
 - Town of Morinville
 - Town of Redcliff
 - Village of Rycroft
 - Any and all other citizens, municipalities, and organizations who have not voiced their opinions, yet.

The Provincial Government continually encourages (and legislatively mandates) that municipal governments work together in a cohesive manner, perhaps they should take a page from their own book rerouting the funds allocated for research of an Alberta Police Service towards building stronger relationships with the RCMP and with Federal Partners.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Schroeder".

Scott Schroeder
Mayor

cc: The Honourable Jason Kenney, Premier
The Honourable Ric Mciver, Minister of Municipal Affairs
Rachel Notley, Leader of the Official Opposition
Todd Loewen, MLA Central Peace-Notley
AUMA Members
RMA Members



Claresholm

Where **Community** Takes Root

May 11, 2021

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

RE: PROPOSED PROVINCIAL POLICE SERVICE

At the last regular meeting of Claresholm Town Council held Monday, May 10, 2021, Council discussed the province's proposed plan to replace the RCMP in Alberta with a provincial police force. The Town of Claresholm has received communication from many other municipalities in Alberta through the Alberta Urban Municipalities Association (AUMA) that are deeply concerned about this proposal, and Council recently met with the National Police Federation who are advocating to keep the RCMP in Alberta.

Municipalities in Alberta continue to be faced with having to provide services and support for our residents while funding streams have been significantly cut. This means that our residents are directly affected financially by choices being made at the provincial level. The Alberta Government has instituted a new police funding model that includes communities under 5,000 such as ours to be charged on an increasing scale for policing that we have never been burdened with directly before. With this being the case, should the municipalities not be in a stronger position to have an impact on decisions that are being made?

The current Alberta Government seems to be very focused on moving towards a greater autonomy away from the federal government and other provinces. Having control over a provincial police force must be very appealing for a government that wants to exert its independence, however the Town of Claresholm is asking your government to reconsider this undertaking and focus on other, more pressing matters instead.

The Town of Claresholm appreciates our local RCMP Detachment and has a good relationship with the members. We feel very comfortable with the service that they provide to our residents. If your government truly cares about Alberta residents, this proposal should not proceed and more focus should be placed on working with the existing police force.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Doug MacPherson
Mayor
Town of Claresholm

DM/kk

Cc: The Honourable Jason Kenney, Premier
Mr. Roger Reid, MLA for Livingstone-Macleod
Mr. John Barlow, MP for Foothills
K-Division, Royal Canadian Mounted Police
Alberta Urban Municipalities Association (AUMA) Member Municipalities



Town of Claresholm, PO Box 1000, 111 - 55th Avenue West, Claresholm, AB T0L 0T0



www.claresholm.ca



info@claresholm.ca



403.625.3381



403.625.3869



Village of Rycroft

Box 360
Rycroft Alberta
T0H 3A0

Telephone: 780 765 3652
Fax: 780 765 2002
Website: www.rycroft.ca

May 20, 2021

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

email: ministryofjustice@gov.ab.ca

RE: Village of Rycroft Support for the RCMP

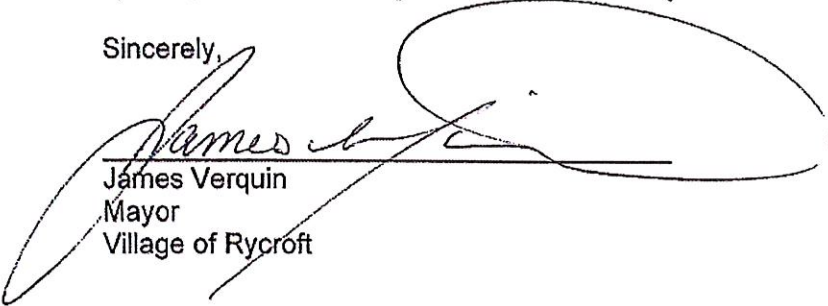
On behalf of Council, I am sending you this letter joining our municipal peers in confirming support for our current policing system, and the positive level of service the residents of Rycroft and region are receiving from the RCMP.

Council has no issue with the service we are currently receiving from our local RCMP detachment in Spirit River. The RCMP regularly appear at Council meetings to update Council on happenings in the region and have always been responsive to our requests for service. They are partners in assisting the municipality in managing the community. It would be discouraging and costly to our ratepayers to have them removed and replaced.

In reviewing information available, we do not see where a new police force would improve efficiency, or quality of life for our residents. In fact, as our challenges remain economic based, changing out the current system with a new system appears that it will result in an increase of economic burden on our operation.

Council agrees with the other municipalities whose letters have been copied to us that Province should be focusing their efforts on working with the RCMP. Rather than remove one service and replace it with an equivalent one, we encourage resources be invested in improving the current system, which is working well in our community.

Sincerely,



James Verquin
Mayor
Village of Rycroft

C. The Honourable Jason Kenney, Premier premier@gov.ab.ca
The Honourable Ric McIver, Minister of Municipal Affairs minister.municipalaffairs@gov.ab.ca
Todd Loewen, MLA Central Peace-Notley centralpeace.notley@assembly.ab.ca
Chris Warkentin, MP Grande Prairie-Mackenzie chris.warkentin.c1@parl.gc.ca
RCMP Spirit River Detachment Bryce.tarzwell@rcmp-grc.gc.ca
AUMA and RMA members



309B Macleod Trail SW
High River, Alberta Canada T1V 1Z5
P: 403.652.2110 F: 403.652.2396
www.highriver.ca

May 19, 2021

ACTION REQUIRED

OFFICE OF THE MAYOR

VIA E-MAIL

Village of Rockyford
Mr. Darcy J. Burke
PO Box 294
Rockyford, AB T0J 2R0
Email: village@rockyford.ca

Attention: Mayor Darcy J. Burke & Members of Council

RE: Proposed Alberta Coal Restriction Policy

Dear Your Worship & Members of Council:

Your input on the future of the Eastern Slopes of the Rockies is important to the long-term health of our water resources and their ability to provide clean drinking water to all communities in the Province. The Town of High River remains concerned about the negative impacts coal mining will have on our communities, landscapes, water resources, and future generations. We are requesting your support for our version of a new policy that reflects our desire to protect the Eastern Slopes and our water resources in perpetuity.

The Town of High River has met with the Coal Policy Committee and agreed to prepare a framework that would see coal exploration and development banned along the Eastern Slopes. At our May 10, 2021 Regular Meeting, Council unanimously supported the wording outlined below and we are requesting all Alberta Municipalities join us in supporting the proposed policy.

Specifically, the Town's proposed Alberta Coal Restriction Policy would be effective November 15, 2021 and has three key principles:

1. No further coal exploration or development will be permitted on the Eastern Slopes of Alberta. There will no longer be categories within this area and, instead, there would only be one area defined today as the Eastern Slopes.
2. Existing coal mining operations in the Hinton/Grande Cache areas will be permitted to retire gracefully.
3. Reclamation of lands disturbed by coal exploration activities with coal exploration permits issued prior to February 8, 2021 must be reclaimed no later than December 31, 2025.

Our rationale for the three principles of the Alberta Coal Restriction Policy are as follows:

1. The inherent value of the Eastern Slopes only exists with the landscape remaining intact.
2. The headwaters and landscapes of the Eastern Slopes are critical to the future of our province. Our communities, agriculture production, food production, tourism, and recreation all rely on these landscapes existing and their watersheds producing clean water. Water is a limited resource that we all require to exist. The Town is strongly opposed to any activity that increases the likelihood of water contamination. Once a waterway has been contaminated by coal mining, this action cannot be reversed. Our future generations depend on us protecting this resource.
3. The negative impacts on the environment, human health, animal health and existing economies far outweigh the new jobs, taxes, royalties or economics that may be generated as a result of coal development in this area.

The Town will collect all feedback received and report back to the Coal Policy Committee in July 2021.

If you are in support of the proposed policy wording, please send a signed letter to myself or acknowledge your support utilizing the endorsement below. Please send all letters and feedback to csnodgrass@highriver.ca, with a copy to legislativeservices@highriver.ca no later than July 15, 2021.

I will then present this policy to the Coal Policy Committee along with the feedback received. If you are interested in participating in the presentation of this policy to the Coal Policy Committee, please contact me at the above noted email address.

Thank you for considering supporting this important initiative.

If you have any questions, please contact me.

Sincerely,



Craig Snodgrass
Mayor
Cell: 403.652.9489

CS/cp/kr

Endorsement of Support

On behalf of the City/Town/Village of

I, _____

, can advise that the City/Town/Village of

supports the proposed Alberta Coal Restriction Policy as prepared above.

Signature



Box 148
5004-50 Avenue
Caroline, AB T0M 0M0
T: (403)722-3781
F: (403)722-4050
Email: info@caroline.ca

May 4th, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Ave
Edmonton, Alberta T5K 2B6

Dear Minister Madu,
Re: Village of Caroline Support for the RCMP

Our council wishes to advise they do not in support of the Government of Alberta's Initiative to replace the RCMP with an Alberta Provincial Police Service (APPS) as affirmed in the responses from many municipalities.

Council has concerns with the province establishing an APPS despite 65% of respondents indicating non-support. The costs of transitioning to an APPS are unknown and the increased operating costs will undoubtedly be borne by the communities. The municipalities are currently bearing a substantial amount of policing costs and are not willing to accept unknown additional increases that will be inevitable from a transition to an APPS. This cannot be done within a short time frame to offer expertise and services currently provided to Albertans by the RCMP.

Our Village developed a collaborative relationship with our local RCMP detachment over many years and is satisfied with the level of service and degree of responsiveness received and their involvement. Council encourages the Government of Alberta to abandon the transition study and continue efforts to work with the RCMP to achieve better outcomes.

Yours Truly

Village of Caroline



Mayor John Rimmer

CC: The Honourable Jason Kenney, Premier
The Honourable Jason Nixon, Minister of Environment & Parks
Mr. Curtis Zablocki, Commanding Officer for Alberta RCMP
AUMA Members
RMA Members

MARIGOLD REPORT

To Councils and
Special Areas Board

MARIGOLD BOARD MEETING HIGHLIGHTS:

April 24, 2021

Marigold Library System Board held its Annual General Meeting (AGM) and regular Board Meeting via Zoom with 37 Board members in attendance.

Board Chair Lynda Lyster recognized new Board members:
Jennifer Isherwood—City of Chestermere
Anne Metikosh—Town of Canmore

BOARD MEETING

FINANCIAL

Unaudited financial statements to March 31, 2021 were accepted as presented. Despite a pandemic year, Marigold experienced few changes to its operations and service delivery. Expenses are on track. TRAC levy, TAL membership, insurance and some eResource subscriptions are paid in full at the beginning of the year.

AUDIT

2020 Audited Financial Statements were prepared by auditors Gregory, Harriman & Associates. It was a clean audit.

Marigold remains in a healthy financial position even after an exceptional year with COVID and the construction start of the new headquarters building.

Elections and committee appointments

Lynda Lyster continues in her position as Chair. As outlined in Marigold's Constitution, the Vice Chair and Treasurer are chosen from members of the Executive Committee and were appointed at the February 17, 2021 Executive Committee meeting.

EXECUTIVE COMMITTEE 2021 - 2022

Lynda Lyster – MD of Bighorn, Chair
John Getz – Village of Standard, Vice Chair
Dimitri Dimopoulos, Rocky View County, Treasurer
Kristen Anderson – Village of Hussar
Maxine Booker – MD of Acadia
Lil Morrison – Starland County
Susan Roper – Town of Cochrane
Margaret Nielsen – Town of Drumheller
Leon Cygman— City of Airdrie
Nicole Kiefuik—Town of Okotoks

STANDING COMMITTEES 2020-2021

Advocacy

Lil Morrison (Chair)
Lynda Lyster
Helen Veno
Denise Peterson
Jordan Elliott
Teresa Cameron
Melanie Jensen

Building

John Getz (Chair)
Lynda Lyster
Denise Peterson
Dimitri Dimopoulos

Human Resources (HR)

Susan Roper (Chair)
Maxine Booker
Dimitri Dimopoulos
Lynda Lyster
Teresa Cameron

Finance

Dimitri Dimopoulos (Chair)
John Getz
Lynda Lyster

Governance

Kristen Anderson (Chair)
John Getz
Eleanor Chinnick
Jan Dyck
Margaret Nielsen
Denise Peterson
Lynda Lyster

Standards & Services

Maxine Booker (Chair)
Elaine Michaels
Jo Tennant
Lynda Lyster

Revenues decreased by 113,253. **Surplus** of \$394,373, due to carefully managed and redirected expenditures during the COVID lockdown.

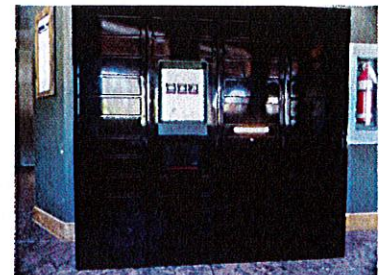
Audited Financials are available at:
www.marigold.ab.ca/financial-information

CYBER SECURITY

Marigold completed a **Security Assessment** with ACSI as well as received a **Remediation Roadmap** to help prioritize projects and goals and map them to long-term plans and projects. Everyone with a Marigold e-mail address has been provided with phishing training.

BRAGG CREEK SATELLITE LIBRARY

The Bragg Creek Library Lending Lockers— 29 lockers and “Take One, Leave One” collection— has been launched. A partnership between Marigold, the Cochrane Public Library and Rocky View County made it possible to provide Rocky View County and surrounding area residents with access to self-service holds pick up, borrowing and returns.



IMPORTANT DATES

(VIRTUAL OR IN-PERSON MEETING DEPENDING ON PANDEMIC HEALTH DIRECTIVES)

- Saturday, August 28, 2021 9:30 am
- Saturday, November 27, 2021 9:30 a.m.

REPORTS

MARIGOLD ANNUAL REPORT:

A beacon of community during the pandemic.

The Board approved the Annual Report for distribution to stakeholders. Read more about Marigold's achievements and milestones at: www.marigold.ab.ca/About-us/publications

In 2020, Marigold faced new obstacles as we entered, and found our footing in a pandemic year. Through it all, Marigold demonstrated resilience, strength and collaboration to continue to support and serve our service population, libraries, library boards and partners.

- Usage of eResources increased dramatically. Most noticeably, eBooks and eAudio books increased by 33%, eNewspapers was up 46.5% and movies, TV shows and music streaming increased by 39%.
- Marigold noticed a jump in social media engagement and followers. Marigold's social media reached a larger audience in 2020 with over 1,600 followers, and some months exceeding 1,000 engagements across all platforms.
- Despite the provincial lockdown in March 2020, delivery vans still covered a total of 201,130 km, 59 consultation visits took place virtually, and IT staff conducted 1,150 remote support sessions.
- The new headquarters building broke ground with site clearing, a sod-turning ceremony and the start of construction. Marigold documents the progress every month and has implemented a new website with project updates. www.marigoldwidcommunity.ca
- No lay-offs, resignations or hiring.
- **During COVID-19** Marigold sourced, procured and distributed \$20,000 worth of personal protective equipment—repackaged and distributed 74,000 masks from the province to member libraries.
- Shared resources and supported library managers through a new forum **Love in the Time of Covid**. Nine meetings took place, where library managers shared their experiences and learned from one another.
- Marigold provided advice to the Cereal Library Board and coordinated a plan to dispose of assets and prepare for a book deposit following the dissolution announcement of the hamlet. Marigold also advised the Hamlet of Langdon on their business case to open a public library.
- The Bragg Creek Library Lending Lockers were installed in March 2021. Marigold was a partner in the project. Read about the Bragg Creek Library Lending Lockers in our **Annual Report**.

NEW BUILDING UPDATE:

Construction of the new headquarters facility is taking shape. The interior spaces have come to life with interior framing, polished concrete flooring, window and HVAC installation, electrical systems and the installation of the glulam beams in the multipurpose space.

- Marigold staff continue to attend site meetings every second Tuesday.
- Project budget remains under the \$8 Million cap set by the Marigold Board. So far, Marigold has used 1% of contingency allotted to the project. Staff are carefully weighing decisions and priorities to control costs.
- Marigold staff are finalizing decisions surrounding furniture, AV and security, automatic sortation system and the installation of our SuperNet.
- The date for substantial completion is August 24, 2021.

The existing Marigold facility has been posted for sale through **Ria Mavrikos with Re / Max Key—403.875.0886**

Listing: https://www.remax.ca/commercial/ab/strathmore-real-estate/710-second-street-wp_id292036727-1st



Marigold's **New HQ** publication (included with this *Marigold Report*) contains detailed information and updates about our new headquarters building. All issues of New HQ can be found at: www.marigold.ab.ca

VALUE OF YOUR INVESTMENT reports shows the value of services provided annually by Marigold. Libraries and municipalities benefit directly through the pooling of revenues so that all residents have access to public library resources and services.

POWER OF YOUR LIBRARY CARD reports highlight services provided annually by Marigold that are of value to residents living in Counties, Improvement Districts, Special Areas and MDs. Members are encouraged to share these reports with their local boards and councils.

Please contact Deputy CEO Laura Taylor for more information about the Value of Your Investment laura@marigold.ab.ca

BOARD AND STAFF RECOGNITION

Trustees—Long Service:

Janine Jevne—5 years
Jan Dyck—10 years
Susan Roper—10 years
John Getz—15 years
Lil Morrison—20 years
Helen Veno—20 years
Kristen Anderson—25 years

Staff—Long Service:

Misty Haugen—5 years
Nora Ott—10 years
Laura Taylor—15 years

RECEIVED
MAY 21 2021

Rockyford Library

This report shows the value of services provided annually by Marigold Library System. Rockyford Library benefits directly through the pooling of revenues so that all Marigold residents have access to all library system resources.

Levy Payments

Based on 2019 Municipal Affairs population of 316 and Schedule C of the Marigold Agreement for 2020.

| | per capita levy | population | contribution |
|---------------|-----------------|------------|--------------|
| MUNICIPALITY | \$6.24 | 316 | \$1,971.84 |
| LIBRARY BOARD | \$4.50 | 316 | \$1,422.00 |

Total Levy Payments \$3,393.84

Total value of services provided by Marigold \$85,270.98

Note: Where precise costs per library are known, those dollar amounts are used. Otherwise, totals are divided by members to extrapolate value.

Services Grant

A Services Grant is paid in three installments to the library board. The amount of the grant is set in the Marigold Board's Transfer Payment Policy and is largely intended to support the sharing of resources within Marigold and TRAC. The amount is reviewed by the Marigold Board each year.

\$3,100.00

IT Capacity Fund

Each member library receives a spending account with Marigold to make IT and hardware purchases. This account is established through the IT Capacity Fund Policy and is reviewed by the Marigold Board each year.

\$1,000.00

IT and Network Support

IT support includes HelpDesk assistance, virtual meeting and webinar support, troubleshooting, installations, upgrades and maintenance. Network support includes SuperNet/Internet connectivity, email hosting and cloud-based file storage, file sharing and centralized backup. Wireless software, software licensing and a toll-free telephone system are provided. Polaris library software enables customer service, maintenance of patron accounts, reporting, ordering, circulation of library materials and the online catalogue.

Note: Marigold's annual investment of \$337,000 for IT and Network Support to benefit Marigold headquarters and is the central hub for the delivery of computerized public library service for Marigold member libraries.

| | |
|--|--------------------|
| IT SITE VISITS - valued at \$250/hour with a 3 hour minimum | \$1,750.00 |
| IT HELPDESK, TROUBLESHOOTING & CONSULTATION | \$7,661.24 |
| IT EQUIPMENT, SOFTWARE & LICENSING PURCHASES, WIRELESS & MAINTENANCE - \$50,000 replacement cost | \$9,544.34 |
| VIDEOCONFERENCING BRIDGING & SUPPORT | \$1,408.42 |
| SUPERNET/INTERNET CONNECTION | \$246.89 |
| POLARIS LIBRARY SOFTWARE - \$950,000+ to replace Polaris | \$1,859.47 |
| | <u>\$22,470.36</u> |

Materials and Digital Content

A collection distribution total is targeted through the Collection Management Policy and is reviewed by the Marigold Board each year. Marigold also provides a monthly bestsellers program and an AV supplementary collection beyond the collection distribution total. Because of bulk purchasing, Marigold has access to vendor discounts and discounted freight charges. Patrons have access to over 3.2 million items in TRACpac online catalogue because of Marigold's partnership with three other library systems. Your residents also have access to digital subscriptions, eBooks & eAudiobooks, eMagazines, music, newspapers, early literacy resources, training videos, school curriculum support, and much more.

Note: Marigold's annual investment of \$1,162,570 for collection materials benefits all residents of Marigold Library System.

| Physical Materials - | |
|--|--------------------|
| BOOKS & AV - 151 items @ \$18.00/item | \$2,718.00 |
| BESTSELLER PROGRAM | \$900.00 |
| SHARED COLLECTIONS & BESTSELLER PROGRAM -@ \$7.50/item | \$457.50 |
| WORLD LANGUAGES, LARGE PRINT & PROFESSIONAL COLLECTIONS | \$448.24 |
| AV SUPPLEMENTARY COLLECTION | <u>\$443.46</u> |
| Digital Content - | |
| DIGITAL SUBSCRIPTION ACCESS | \$9,254.85 |
| (Over \$1 million invested in OverDrive and Cloud Library) | |
| eBOOK/eAUDIO PLATFORMS - OverDrive and Cloud Library | <u>\$1,840.91</u> |
| | <u>\$16,062.96</u> |

Municipal Affairs Department through PLSB (Public Library Services Branch) funds online content for library patrons, including a language learning software (Pronunciator), PressReader (access to 7,000 newspapers from 120+ countries in 60+ languages) and Alberta published eBooks.

Collection Services

Centralized workflow at headquarters ensures the selection of balanced collections and the quick distribution of materials to member libraries. Professional cataloguing makes it possible for patrons to locate and request print, AV and digital titles in the online catalogue. Physical materials are processed and delivered shelf-ready to member libraries. Processing includes barcoding, plastic covers, repackaging AV materials into durable cases and labeling.

Note: Marigold invests \$23,000 annually in bibliographic tools to aid in the creation of cataloguing records.

\$7,744.86

Professional Consultation

Marigold provides in-person, videoconference, email and telephone consultation and training to member library staff and board members by professional librarians. Visits include: preparation; travel or videoconferencing connection; and follow-up based on each library's unique needs. Major projects completed for libraries include weeding and inventory of library collections. Consultation is valued at \$250/hour with a 3 hour minimum, and often involves more than one staff member.

\$14,178.00

Insurance

Marigold pays for the insurance on the materials collections housed at member libraries. This amount also includes a portion of the insurance costs of the Marigold Headquarters building.

Note: Marigold invests over \$36,000 annually for insurance coverage.

\$513.01

Training for Members

Marigold provides training opportunities for member libraries and patron presentations on topics such as eBooks for Mobile Devices; programming; statistics and reports; use of digital subscriptions; board development; management and leadership; and communications and marketing. Value includes training preparation, travel and follow-up by headquarters staff based on each library's unique needs. Mobile labs are available to complement training and programming for member libraries. In 2020, Marigold staff provided many virtual training opportunities for library staff and trustees.

| | |
|---|-------------------|
| TRAINING SUPPORT | \$2,288.83 |
| TRAINING SESSIONS & BOARD DEVELOPMENT - valued at \$200/session | \$2,400.00 |
| MEMBER LIBRARIES' WORKSHOP - cancelled in 2020 | |
| | <hr/> |
| | \$4,688.83 |

Delivery Service and Supplies

Van delivery supports resource sharing and connects your library with Marigold headquarters and libraries across Alberta. Three vans and drivers transport interlibrary loans, new materials, supplies, correspondence, kits and games, promotional materials and book recycling. Marigold pays for interlibrary loan costs to borrow items from institutions outside Alberta. Marigold provides supplies to member libraries to support resource sharing (e.g. paper allocation, bins, scotch tape, bubble wrap). Each library receives a minimum of one delivery a week, and 11 libraries receive deliveries twice a week or more.

Note: Marigold's annual investment of \$63,000 for Delivery Service and Supplies benefit all residents of Marigold Library System. Over 2.2 million items were delivered to member libraries in 2020.

\$8,076.58

Administrative Costs

Staffing, facility and resources are in place to support member libraries: human resources and financial management; training and professional development; building occupancy costs; and memberships to professional organizations. Marigold Board provides governance and direction to the Marigold Library System and acts as the Governing Board for municipalities which do not have library boards.

\$581.44

Purchasing Program

Through Marigold's long-standing library vendor accounts and participation in the Public Purchasing Group (PPG), Marigold is able to provide discounts on IT equipment, office supplies, furniture and processing supplies such as labels and other items required for the daily operation of your library. The calculation is based on savings on IT equipment, furniture and/or supplies acquired through Marigold. Marigold purchases items at request of library staff, receives and delivers the items to the library, and then invoices the library. The total savings on items purchased for libraries using this service was \$16,927.78.

\$50.24

Communication and Marketing Support

Marigold provides professional quality publications, displays and marketing software to promote resources, events and services available at the library, and to communicate news to library staff and boards. Marigold also prints custom promotional materials at Marigold on behalf of your library.

\$3,262.18

Services and Programs

- Materials, prizes and support for STEAM programming and the national TD Summer Reading Program including administrative support by Consultants and summer students. In 2020, 52 virtual summer programs were delivered to 1,053 participants and many more views on social media platforms.
- Marigold develops and implements programming for children, teens and families through the marigoldprograms.ca website.
- Marigold organizes and pays for programming to benefit both the staff and the public. In 2020, several webinars and tutorials were made available to staff, including Storytime and Program Planning Made Easy and How to Run Coding Programs at Your Library.
- Marigold administers, schedules and delivers kits and equipment to support programs. Libraries may borrow resources such as craft and makerspace kits, travelling book displays, karaoke machine with cds, gaming consoles with games, life size games including Jenga and Kerplunk, board games, and objects like prize wheels and puppet theatres.

\$2,742.70

\$799.82

\$3,542.52

TOTAL value of services provided by Marigold

\$85,270.98

TOTAL levy payments from municipality with library board

\$3,393.84

Marigold Libraries are Thriving. In 2020:

170 People/families from Rockyford have library cards registered at Marigold Member Libraries or as L2U patrons

Your Marigold Trustee...

Attended 3 of 4 Marigold Board meetings

Attended 4 Marigold Committee meetings

Across Marigold...

112,416 people/families have a library card

316,599 eBooks borrowed

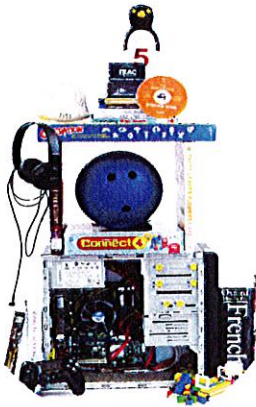
1,433,979 items loaned to Marigold cardholders

5,162 programs with 104,570 participants

876,697 items loaned and borrowed between libraries

3.2+ million items available in TRACpac online catalogue

1.1+ million visits to the online library catalogue



COUNCIL ACTION ITEM LIST

| Date of Request | Action Requested | Progress/Status | Date Completed |
|-----------------|--|---|----------------|
| 14-Apr-21 | Send letters to the 2 unsightly premises owners | | |
| 14-Apr-21 | Make arrangements for large item pick-up | Grant spoke to John at the transfer site and the instruction was that we have to contact John's boss at the County Sent Brian an e-mail May 18 - to send e-mail to Rob Sent May 25. June 26 works for Grant and we will set it up. | |
| 14-Apr-21 | Talk to Mary about a columbarium at the cemetery | | |
| 14-Apr-21 | interest to form a committee and oversee the project and operations | | |
| 12-May-21 | Get a tree trimming quote from Barry Munchrath and if unreasonable see if there is anyone local that can do it | Have not started until in-person meetings can be held. | |
| 12-May-21 | Send Council definitions for minor/major renovations in LUB | | 18-May-21 |
| 12-May-21 | Purchase gift certificates from bar and Chinese restaurant and get a card | Sent explanation May 18 | |
| 12-May-21 | Draft a letter of support for DDSWMA demonstrating support for their endeavour to combat the government's plan to stop the household hazardous waste program | We have the one from Triple B - Elaine was closed for a while and I will get the one from there | |
| 12-May-21 | Send a letter of support to Strathmore Handibus CIP application | Sent letter May 25 | 25-May-21 |
| 12-May-21 | Organize 3 Village meeting to discuss Strathmore Handibus funding request | Letter written May 20, 2021 - e-mailed May 25 | 25-May-21 |
| 12-May-21 | Look into having someone clean campground washrooms evenings and weekends | E-mailed CAOs from Standard and Hussar May 17 Followed up with e-mail to CAOs regarding date options May 20 Still working on this. Center washroom has been opened and signage posted that users are responsible for sanitizing after themselves. Repairs to sinks and urinals are required in other washrooms | 25-May-21 |
| 12-May-21 | Contact County about potential of accessing Voyent system for emergency messaging | Sent Brian an e-mail May 18 - Brian indicated that I should talk to Mike Bourgon. E-mail sent to Mike May 25. Mike has replied saying he has no issues with us having access to Voyent but I haven't heard back from the communications department to learn how to use it | |
| 12-May-21 | Post Council meeting highlights | Posted May 18 | 18-May-21 |

Council Committee Report
May 2021
Darcy J. Burke

WFCSS

- Avail Presentation of Review Engagement \$37086.00 surplus
- With profit from shipping WFCSS will purchase 5 good food boxes and donate to the food bank
- Buddy System will be starting
- Seniors Abuse Initiative
- Compass has 5 participants
- CVITP filings for 2020 had 67 clients
- Home Support Clients are at 29

WRC

- Questions were taken from local Mayors/Reeves and answered
- Phase 3 holdback was released
- Phase 2 WTP Upgrade is being worked on
- Harwood connection has been completed
- Very busy in Rockyford with water leaks
- Communication with staff by Wheatland County was discussed
- Dust control has been ordered for the Truckfill Station
- 3 new applications for rural water hook ups approved

Wademsa

- Approved the Strategic Plan
- YTD calls 1437 – 19.75 % increase
- No update on arbitration
- 911 act approval – has passed 2nd reading, fees collected for Wademsa are \$160,000 and will increase to \$318,000 in 2022

Three Village Meeting

- Handibus request was discussed and agreed to add to regional partnership meeting
- No other village had been thus far requested for meeting attendance at the Chamber of Commerce

Meetings Leah Smith
June 9, 2021

May 12 - Village Regular Council Meeting

May 13 - WHMB

- open house meeting with Barry Architect and board members.
- Lots of comments to the good
- Some not happy with location they are worried about the park being destroyed
- Some don't like the colour as well as the portion of the front that looks like a grain elevator

May 19 - Village Special Council Meeting

May 27 - Three Village Meeting

Councillor Geeraert

May 27: Three Villages

- Met with Handi-bus and discussed to a great length the operations benefits to the villages.
- Hussar and standard are not donating money this year, as their budget has been completed.
- Rockyford wondered if Hussar and standard had been invited to attend SWCC, they had not.

Bill Goodfellow
June 2021 Council Report

Meetings attended

May 12- Village council mtg

May 19 -Special meeting of council for 2 issues Table relocation & approve attendance to Wildrose AGM

May 27 -3 Village mtg

Applications for \$5000 from handi- bus (Alice Booth) to VoR
This is a non-profit society using a contractor bus service

CAO Report
June 9, 2021

Public Risk Conference
AUMA 5 day session

Day 1

Funding Disasters

In a disaster, there is financial impact on business and residents as well as the municipality. The recent changes to the Disaster Recovery Program will bring Alberta in line with the other provinces, but we will still be the highest in Canada with 90% cost-sharing.

The municipality bears the full cost and submits to the Disaster Recovery Program for 90% reimbursement; the municipality does not pay the 10% for residents/businesses.

They are forecasting \$240 million in losses this year – projecting 7 flood events and 3 urban faced fires.

Emergency Management

The recommendation is that municipal staff should have the Basic Emergency Management (BEM) course and ICS 100.

Any staff assigned to an Emergency Management role should have BEM and ICS 200.

The Director of Emergency Management (DEM) and Deputy Director of Emergency Management (DDEM) are required to have ICS 300 and they are expected to have that within 18 months of their appointment. All Councillors are to have Municipal Elected Officials training within 90 days of taking office.

The ICS 200 and 300 have been halted with COVID.

Field officers will want to see all training records.

Tabletop exercises are required once a year and functional exercises are required once every 4 years unless those requirements are satisfied by a live activation.

Insurance

Disaster Recovery Program doesn't cover deductibles or any item that could be insured. Water/sewer lines are not insurable.

In the event of an event, we would be responsible to pay our deductible, the 10% not reimbursed by the DRP and any assets we "choose" not to insure.

The Federal deductible increased from \$20 million to \$90 million, and the Province pays this.

Day 2

Human Resources Emerging Risks

With the use of social media platforms, what bearing does an employee's off-duty conduct have on their employment? It depends on the facts and the effect on the organization's reputation as to whether you can serve sanctions or even dismissal.

Can you require vaccines? It would be a challenge to create a policy that would require vaccines while still providing for exemptions/exceptions.

Being vaccinated may be a requirement for many things – playing organized sports (would require a signed release if vaccines aren't mandatory), stores can ban people from entering if not vaccinated but offer curbside service, schools could be online only if the student isn't vaccinated, etc.

What if someone refuses to get a vaccine and brings COVID into the organization – what is the liability? We have to make sure we are operating under all the Public Health regulations and OHS rules – look at what precautions are necessary. Accessible hand sanitizer, barriers, distancing rules, and whatever rules or regulations that come into play.

Policies for COVID can be written – exemptions could include the requirement for a doctor's note.

Human rights claims – just saying “you don't believe in vaccines or masks” isn't a recognized human right. If an employee refuses to wear a mask, and gets sent home, they don't get paid. This is a Provincial regulation. Any policies that a municipality writes would take over after the Provincial regulations are lifted but that may make enforcement difficult.

You can reassign an employee to a position that doesn't have them in contact with people as much, but you have to show that you are maintaining your working relationship and if you're shifting roles, the pay has to be in the same ballpark – you don't want the perception of constructive dismissal to be a risk.

If a person gets COVID, we have to consider any limitations or restrictions placed on them once they are cleared to go back to work. If this is going to result in restructuring, we have to watch how it's done and consider all factors.

Day 3

Guest Speaker – Dan Gardner

This speaker went into the thought processes when evaluating risk. His acronym was “WYSIATI” What you see is all there is. Any information you have on hand right now is all there is and your risk analysis is based on that. Risk analysis is a little science, mostly experience, quick and intuitive, WYSIATI and hyper-social.

Day 4

I couldn't sit in on this session as it ran concurrent to the Community Economic Development for Municipal Leaders session.

Day 5

Cyber Security – Theresa Payton – CIA Cybersecurity Expert

Cybercrime is extremely organized and is primarily financially motivated. Ransomware/phishing attacks have a significant impact to businesses and can result in those businesses being denied access to their own systems or parts of their systems.

94% of the malware that infected systems was delivered via e-mail. This makes it important to know what you are clicking before you open it. Check the e-mail address carefully, even if the correspondence appears to be legitimate.

Ransomware is growing leaps and bounds and is expected to reach \$21 billion by the end of 2021. Even if you pay, you don't have any guarantee of getting all your keys or data back.

Destructionware will delete files and Extortionware will show you what they have and post pieces of it online.

Even small businesses have reason to be concerned. Municipalities of all sizes are targets because of the data they have that leads to other levels of government or other external entities.

Shaun Guthrie – AUMA information technology stated that cyber-insurance coverage is prudent to do – however, then went on to say that coverage may not actually cover much.

There are cyber security tools that can be purchased that could reduce premiums, but the cost of those tools is a barrier.

Telephones can be hacked, and printers need to be secured. Anything that is on your network can be a portal into your system.

Community Economic Development for Municipal Leaders

May 7, 2021

This session went into broad stroke strategies for economic development. They defined “economic development” as a series of actions by people within a community to create economic opportunities that benefit all.

The methods of economic development have changed, and they referred to “Waves”

Wave 1 – Smokestack Chasing – this involves trying to promote your community to outside business and usually involves some type of tax incentive. This has been shown to not be effective. The goal is to bring businesses in and sometimes the tax incentives result in a revenue shortfall to the municipality so the necessary infrastructure can't be put in place. The business that is brought in may not be a business that the community will support. The tax incentives are a taxpayer expense with no clear benefit to the taxpayer.

It is likely better to work with existing businesses to see what they need to expand and grow. Incentives to existing businesses who are expanding, upgrading, or otherwise contributing to the greater good or actively recruit new business that supports existing businesses are likely better ideas.

Wave 2 – Business Expansion – This is looking at retaining and expanding existing businesses and can include things like loans at a low interest rate or some type of tax incentive.

Wave 3 – Broadening the Foundation

Wave 4 – Sustainable Economic Development – take a balanced approach; strive for self-sufficiency; emphasis on local community and quality of life; partnerships and participation (Chamber of Commerce or other business “growers”). It is assumed that governments are responsible for economic development, but this isn’t the case.

Identify what makes the community unique; identify situations and circumstances that are getting in the way.

Use local resources to meet local needs i.e., buy local. Reinvestment of profits can go back into the local economy – give back i.e., bursaries.

This promotes active participation from the people that live in the community – engage the people when making plans, the more you engage, the less angry they become over time.

Seek alternative plans. It takes approximately 16 years to recoup investment from building lots/houses. Look at building affordable housing. Work with the community to develop plans.

Set aside funds and identify how you’re going to move forward. Know what you want and make sure you have what you need to achieve it. Young people are not interested in big lots/homes.

People look for office rentals, housing opportunities both in the form of single-family dwellings but also in rental units such as condos or apartments.

Develop a strategic plan with clear, focused objectives and strategies around economic development and engage the community in this process. Engage the business community to see what businesses they use and actively recruit those support businesses. Have a frank discussion about what stands in the way for existing businesses and engage all sectors.

Seriously consider all opportunities and make an action plan.

Partner with other municipalities to hire an Economic Development Officer – a Community Economic Development initiative to identify and promote new opportunities. Gather and distribute information to promote the community and encourage entrepreneurship.

Make sure infrastructure is in a position to handle new development – asset management is a large part of economic development.

DEM Workshop
May 27, 28, 2021

This is a mandatory course for anyone that has been appointed as Director of Emergency Management. The workshop was an interactive session and was 2 full mornings. We covered the legislation that governs emergency management along with the parts of the Incident Command System (ICS) that are applicable to different components of the management of an incident.

It's important that anyone who is going to be involved in a disaster response understands their roles and has the training to assist with that. The ICS allows for unified language and communication is clearer when you all know what the terminology is.

Some things we should be looking at are what are the trigger points for notifying the DEM of an incident. If the fire department is called out to a grass fire, that is a routine event, but if the winds pick up or change direction it could trigger bigger things and require a different level of response. If that grass fire is now heading towards the Village, at what point does the fire chief contact the DEM to open an ECC. Opening the ECC doesn't mean that we're declaring a SOLE or that we are automatically evacuating – it means that we are looking at the changing event and have resources and a plan in place for if the situation requires a ramp-up of action. Our REMP covers some of these activities, but some are situational, and the decision is up to the people involved and what their experience and knowledge tells them in that moment. We need clear guidelines that will take the guesswork out of making that call.

Some actions for me that came out of the session are to check the bylaw to ensure we have provisions for initial spending authority. \$50,000 to \$100,000 is what they consider a reasonable amount initially and then over that it needs Council approval. But if you have to rent equipment or get specialized equipment, those costs add up fast and the decisions are made on the fly; review the plan and see what is in there for the trigger point and have the discussion with Wayne about what that would be; ensure we have copies of all the ICS forms with the plan so we have access to them in that moment – proper documentation is critical if we are going to be applying for disaster relief post-event and in the event we have to take those extraordinary actions like bulldozing a building, the rationale has to be clearly documented. The Emergency Management Act provides protection for “acting in good faith” but having the documentation to indicate that is critical.

May 18 – WRC Meeting

May 19 – Debriefing regarding the 1st Street E. waterline break.

May 21 – Meeting with Martin Shields, MP

I have been in contact with Garry at Palliser regarding the subdivision of land at PRP and will be putting together the application.

All grant reporting has been completed. The applications for MSI and FGTF have not been submitted yet but are being worked on.

The public auction is cancelled and the documents to remove the tax notification from the title on the subject property has been submitted.

The 1st Avenue E. project is complete and the walkthrough no deficiencies were noted during the walkthrough. There is one very small crack in one section of the sidewalk and ConSite will have that sealed. They will continue to bring a water truck out to water the sod until first cut (approx. 1” in height) and hopes are that the residents will also water during the extreme heat. All the valves turned easily, and the manholes were flowing freely. No cracks or issues were seen in the pavement.