

VILLAGE OF ROCKYFORD
AGENDA REGULAR COUNCIL MEETING
May 11, 2022
Council Chambers
110 Main Street, Rockyford, AB

1. CALL TO ORDER
2. ADOPT AGENDA
3. PUBLIC WORKS REPORT
4. DELEGATIONS
5. ADOPT MINUTES A. Minutes from April 13, 2022, Regular Meeting
6. FINANCIAL REPORTS A. Bank Reconciliation April 2022 - Village
7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES
 A. *Response Letter from Municipal Affairs re FIR Extension Request*
8. NEW BUSINESS A. Wheatland Regional Partnership Board Discussion - Councillor Goodfellow
 B. Museum Meeting
 C. Development Permit Application
 D. Concrete Pad for Columbarium – Councillor Goodfellow
 E. Rodeo/Bullarama Banner – Councillor Goodfellow
 F. Capital Budget
 G. Marigold Library System Revised Agreement
 H. Marigold Library System Schedule C
 I. Waste Bin at Campground
 J. Union Cemetery Maintenance
 K. CAO Appointment
 L. CAO Signing Authority
 M. Appointment of Auditor for Rockyford Library Board
9. CORRESPONDENCE A. Letter from National Police Federation
 B. Letter from Town of Taber – Alberta-Japan Twinned Municipalities Conference
 C. Letter from Town of Taber – re: Town of Fox Creek letter received last month
 D. Letter from Marigold Library System
10. OTHER BUSINESS A. National Public Works Proclamation
11. ACTION ITEM LIST REVIEW
12. CLOSED SESSION
13. OUT OF CLOSED SESSION MOTION
14. REPORTS
15. ADJOURNMENT

April 2022 public works report

1. Changed transformer on urinal and toilet in campground washrooms.
2. Removed snow fence.
3. Cut up and removed fallen tree at campground.
4. Graded roads and alleys.
5. Bathrooms at campground vandalized assisted RCMP in locating vandals.
6. Leah, Lori and I supervised vandals for campground bathroom clean up.
7. Filled potholes.
8. Put out picnic tables at campground.
9. Blew leaves out of chainlink fences with leaf blower .
10. Breaker replaced at site 10 at campground .
11. Carbon plumbing out doing various repairs at Prairie Ridge.
12. Street sweeping booked for May 3.
13. Working with Knibbs doing dirt removal at water line leak at shop.

MINUTES
VILLAGE OF ROCKYFORD
REGULAR MEETING
April 13, 2022
Council Chambers
110 Main Street

ATTENDANCE Mayor Darcy Burke

 Councillors April Geeraert
 William Goodfellow
 Leah Smith
 Tyler Henke

Administration: Elaine Macdonald, Lori Miller, Tara Kathol

1. CALL TO ORDER Mayor Burke called the meeting to order at 7:00 p.m.

2. AGENDA

RES 068-2022 Moved by Councillor Henke that the agenda be accepted with the following amendments:

DELETE:
8C. Discretionary Use Development permit
ADD
8H. Council Committee Appointments
Carried

3. PUBLIC WORKS REPORT

RES 069-2022 Moved by Councillor Goodfellow that Council accepts the Public Works report as presented.

Carried

4. DELEGATION

5. MINUTES

5A. Minutes from the March 15, 2022, Regular Meeting of Council.

RES 070-2022 Moved by Deputy Mayor Smith that the minutes of the March 15, 2022 regular meeting of Council be approved as presented.

Carried

5B. Minutes from the April 5, 2022 Special Meeting of Council.

RES 071-2022 Moved by Councillor Henke that the minutes of the April 5, 2022 special meeting of Council be approved as presented.

Carried

6. FINANCIAL REPORTS

6A. Bank Reconciliation March, 2022 – Village

RES 072-2022 Moved by Councillor Geeraert that the bank reconciliation for the Village for March, 2022 be accepted as presented.

Carried

Mayor
Administrator

7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES

7A. Response Letter from Municipal Affairs re FIR Extension Request.

The second letter was sent to Municipal Affairs requesting the extension March 2, 2022 and we are awaiting a response. Still no response received.

8. NEW BUSINESS

8A. Wheatland County Discussion

RES 072-2022 Moved by Deputy Mayor Smith to sign without meeting other villages.
Carried

RES 073-2022 Moved by Mayor Burke that Administration write a letter to the former chair of Canadian Badlands requesting the last set of minutes for Canadian Badlands; their audited financial statements and all legal wind-up documents required of a non-profit Alberta Corporation and that that letter be cc'd to Wheatland County, the Town of Strathmore and the Villages of Standard and Hussar.
Carried

8B. Bylaw 2022-004 – Tax Rate Bylaw

Presented by Elaine Macdonald, Municipal Administrator

RES 074-2022 Moved by Councillor Geeraert that Council gives first reading to Bylaw 2022-004 - Tax Rate Bylaw,
Carried

Moved by Councillor Henke that Council gives second reading to the Bylaw 2022-004 – Tax Rate Bylaw.
Carried

Moved by Councillor Goodfellow that Council gives permission to proceed to third and final reading of Bylaw 2022-004 – Tax Rate Bylaw.
Carried Unanimously

Moved by Mayor Burke that Council gives third and final reading to Bylaw 2022-004 – Tax Rate Bylaw.
Carried

8C. Discretionary Use Development Permit
DELETED

8D. Government of Alberta Call to Action

Presented by Elaine Macdonald, Municipal Administrator

RES075-2022 Moved by Councillor Geeraert that Council signs the Call to Action and forwards it to the Government of Alberta.
Carried

8E. Education and Professional Development Reimbursement Policy – PM047

Presented by Elaine Macdonald, Municipal Administrator

RES 076-2022 Moved by Deputy Mayor Smith that Council approves the policy as presented.
Carried

8F. Education and Professional Development Agreement

11. ACTION ITEM LIST REVIEW
12. CLOSED SESSION
13. OUT OF CLOSED SESSION MOTION
14. REPORTS

Deputy Mayor Smith completed a week of training with Assessment Review Board
Deputy Mayor Smith attended the Alberta Seniors Housing conference where board competency was discussed. All boards need competent members.
Deputy Mayor Smith attended a Wheatland Housing Building committee meeting regarding the lodge.

Elaine Macdonald, CAO reported that all grant reporting that had items with deadlines have been dealt with.

Elaine has been busy organizing for the incoming new person (Lori Miller).
A letter has been sent to Palliser re the brick building that is falling down on Main Street.
This is to be forwarded to a safety inspector.

RES 085-2022 Mayor Burke made a motion to write a letter to the landowner stating that the property has been deemed unsafe and the Village of Rockyford will take zero liability for any incidents which may happen. Safety precautions need to be put in place immediately.
Carried

RES 086-2022 Councillor Goodfellow made a motion that Elaine Macdonald be paid a rate of \$32 per hour for contractor services for the work that she will continue to do for the Village of Rockyford.
Carried

15. ADJOURNMENT

RES 087-2022 Mayor Burke moved that the meeting be adjourned at 9:00 p.m.
Carried

Mayor

Administrator

Mayor
Administrator

RES 077-2022 Moved by Councillor Goodfellow that Council approves the agreement as presented.

Carried

8G. Access Road Maintenance Agreement – Truck Fill (WRC)
Presented by Elaine Macdonald, Municipal Administrator

RES 078-2022 Moved by Councillor Geeraert that Council signs the agreement with Wheatland County for the maintenance of the access to the truck fill operated by Wheatland Regional Corporation.

Carried

8H. Council Committee Appointments

RES 079-2022 Moved by Mayor Burke that the following committee appointments be made:

Community Center - Councillor Geeraert
Councillor Goodfellow alternate
Corporate Services - Councillor Goodfellow
Councillor Geeraert alternate
WFCSS – Councillor Goodfellow
Councillor Geeraert alternate
Palliser Regional Municipal Services – Councillor Geeraert

Carried

9. CORRESPONDENCE

9A. Letter from Assistant Deputy Minister re MAP review

RES 080-2022 Moved by Councillor Henke that council accepts the correspondence as information.

Carried

9B. Letter and Requisition for Policing Cost

RES 081-2022 Moved by Deputy Mayor Smith that Administration notify the public of the policing costs in the amount of \$8610 for 2022 via Facebook and the Village website.

Carried

9C. Letter from Town of Fox Creek re Increasing Utility Rates

RES 082-2022 Moved by Councillor Geeraert that council accepts the correspondence as information.

Carried

9D. Letter from Municipal Affairs re Election

Council received a response from the Minister of Municipal Affairs regarding the election and it was noted that the Village staff did nothing wrong during the October General Election.

RES 083-2022 Moved by Deputy Mayor Smith that Council accepts the correspondence as information.

Carried

RES 084-2022 Moved by Councillor Henke that a letter to be sent to the presiding judge that ruled in the court decision regarding the October 2021 general election.

Carried

10. OTHER BUSINESS

VILLAGE OF ROCKYFORD
MONTHLY CASH STATEMENT
Month Ending April 30/22

	Current Year	Last Year
Net Balance as at March 31/2022	\$ (29,686.86)	\$ 33,683.41
Receipts for Month	\$ 81,240.31	\$ 129,759.44
Interest Earned	\$ 82.24	32.23
Transferred from T-Bill	\$ 100,000.00	\$ 90,000.00
	<u>\$ 151,635.69</u>	<u>\$ 253,475.08</u>
Less:		
Disbursements	\$ (77,473.11)	\$ (117,648.60)
Bank Charges	\$ (76.97)	\$ (63.85)
Auto Debit Alarm Fee	\$ (56.69)	\$ (56.69)
Transfer to L of C	\$ (15,142.48)	
Transfer to WRC		\$ (97,078.90)
Transferred to T-Bill	\$ -	\$ -
G/L Balance Apr 30/22	<u>\$ 58,886.44</u>	<u>\$ 38,627.04</u>
Bank Reconciliation		
Bank Balance at Apr 30/22	\$ 101,692.18	\$ 71,807.16
O/S Cheques	\$ (41,457.95)	\$ (33,180.12)
Deposit not posted	\$ (1,347.79)	\$ -
O/S Deposit	\$ -	\$ -
Bank Balance April 30, 2022	<u>\$ 58,886.44</u>	<u>\$ 38,627.04</u>

Mayor

Administrator

REQUEST FOR DECISION



Subject: Application for Development Permit

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8C

Background: An application for a development permit has been received for a storage building on the property described as legal land description 3 11 1710553 also referred to as 234 Railway Avenue, Rockyford, AB. The property is zoned as Industrial General.

8.10.1.1 The purpose and intent of this District is to provide for a wide range of industrial uses of a manufacturing or distributing nature where assembling, processing, and/or storing of raw materials, sub-assemblies or finished products may be required. In addition, retail sales, business and professional offices secondary to and part of the principal use of a site may also be included at the discretion of the approving authority which may be accompanied by retail sales, business and professional offices, warehousing and secondary service uses. Limited outside storage may be permitted at the discretion of the approving authority.

8.10.2 List of Permitted Uses

Communication Structure

Garden Centre

Industrial Service Shop

Equipment Rental Establishment

Car and Truck Wash

Light manufacturing establishments involved in the primary, secondary or tertiary processing, assembly, and/or packaging of products or items where no excessive smoke, fumes, noise, vibrations, vapors, odors, fire or explosive hazards will be produced

Office

Parking Lot

Public and Quasi-Public buildings, Installations and Facilities

Public Park

Restaurant

Retail Store

Service Station

Sign

Storage Structures

Storage Yard

Veterinary Clinic

Warehousing

The proposed development fits within the Land Use Bylaw, 2014-002.

Options: 1. Council can make a motion to approve the development permit.

2. Council can make a motion to approve the development permit with conditions.

Financial Implications: N/A

Communication: N/A

Recommendation: *THAT Village Council approves the development permit application with or without conditions.*

Village of Rockyford

FORM A

APPLICATION FOR A DEVELOPMENT PERMIT

I / We hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith which form part of this application.

APPLICANT INFORMATION:

NAME: Fernando Pinto PHONE NO: 403 634 8553
ADDRESS: 134 1st street east, Rockyford

REGISTERED OWNER OF LAND (if different from applicant):

NAME: Fernando Pinto PHONE NO: 403 634 8553
ADDRESS: 134 1st street east, Rockyford

LOCATION OF PROPOSED DEVELOPMENT:

CIVIC ADDRESS: 234, Railway Ave, Rockyford
LEGAL DESCRIPTION: Lot(s) Block Reg. Plan No.

All / Part of the 1/4 Section Twp. Range West of 4th Meridian.

EXISTING USE OF PROPERTY: Storage LAND USE DISTRICT: Light Commercial

DETAILS OF DEVELOPMENT:

PROPOSED USE: Build a storage building w/privacy fence

PROPERTY LINE SETBACKS: Front: 30 Rear: 15 Side: W 10 Side: E 30 feet

HEIGHT: 14 feet FLOOR AREA: 1800 sq SITE COVERAGE: 20% %

OFF-STREET PARKING PROVIDED: NO (onsite)

ESTIMATED COMMENCEMENT: April 30th/2022 COMPLETION: June 1st/2022

INTEREST OF APPLICANT IF NOT OWNER OF PROPERTY:

OTHER SUPPORTING MATERIAL ATTACHED: drawing

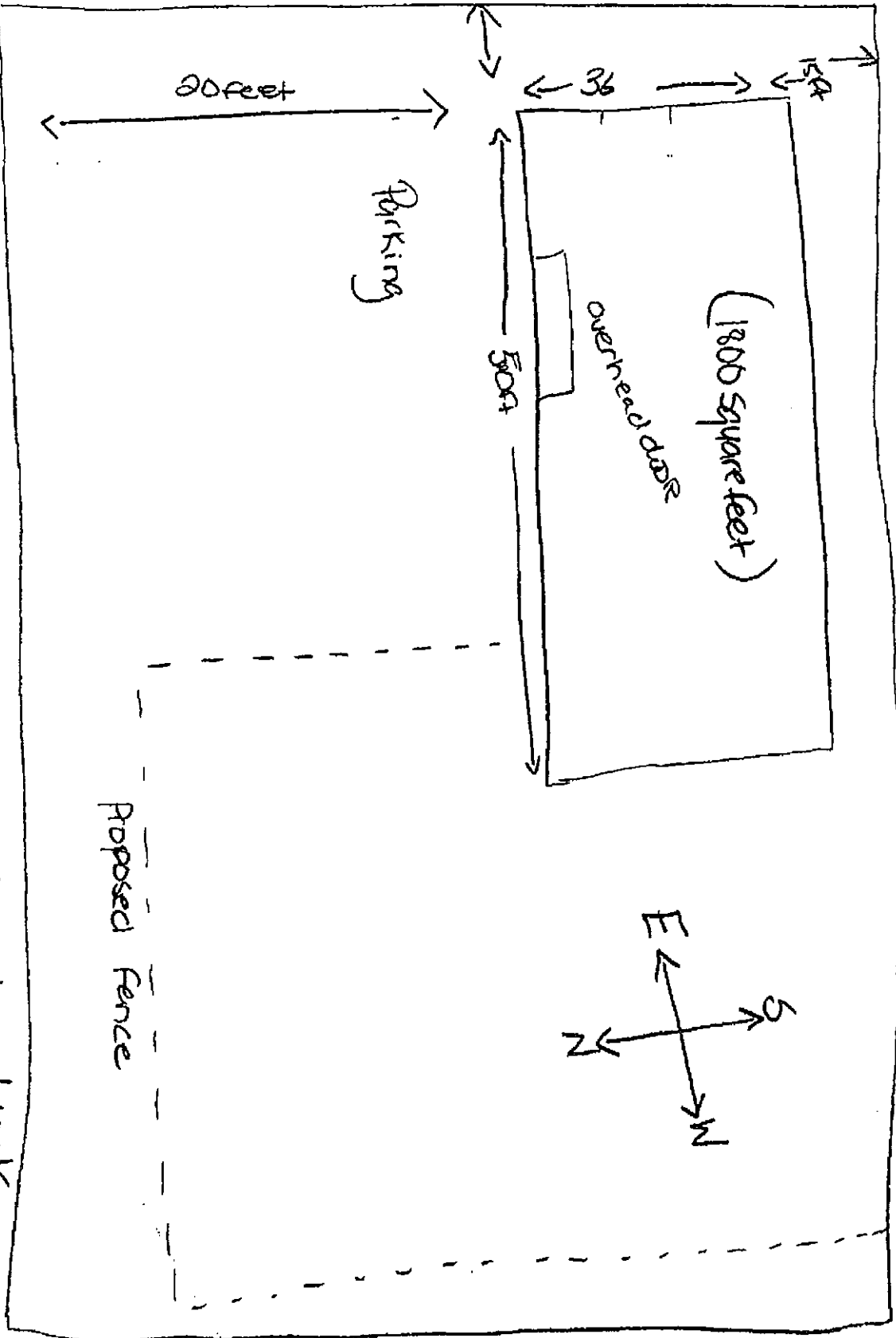
SIGNATURE OF APPLICANT: DATE:

SIGNATURE OF REGISTERED OWNER: Fernando Pinto DATE: April 7/2022

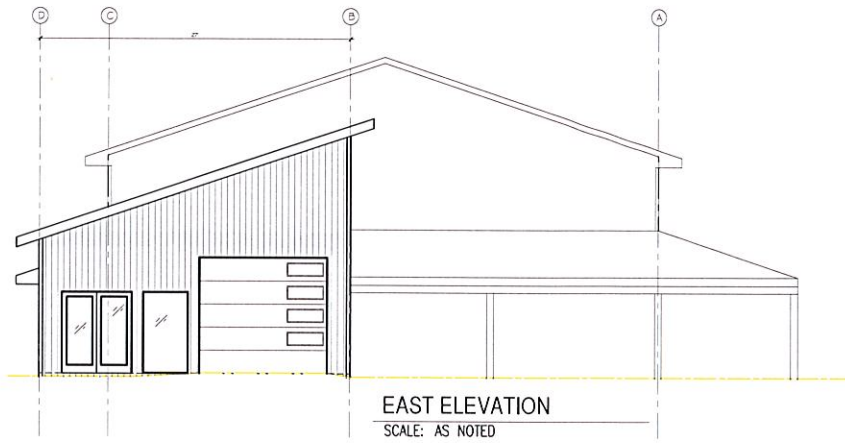
NOTE: THIS IS NOT A BUILDING PERMIT (such permit must be obtained separately). The applicant is not excused from complying with the requirements of any federal, provincial or other municipal legislation, or the conditions of any easement, covenant, building scheme or agreement affecting the building or land.

IMPORTANT: SEE REVERSE SIDE

Proposed building for 234 Railway Ave, Rockwood



- Building to be used for personal storage of equipment and tools



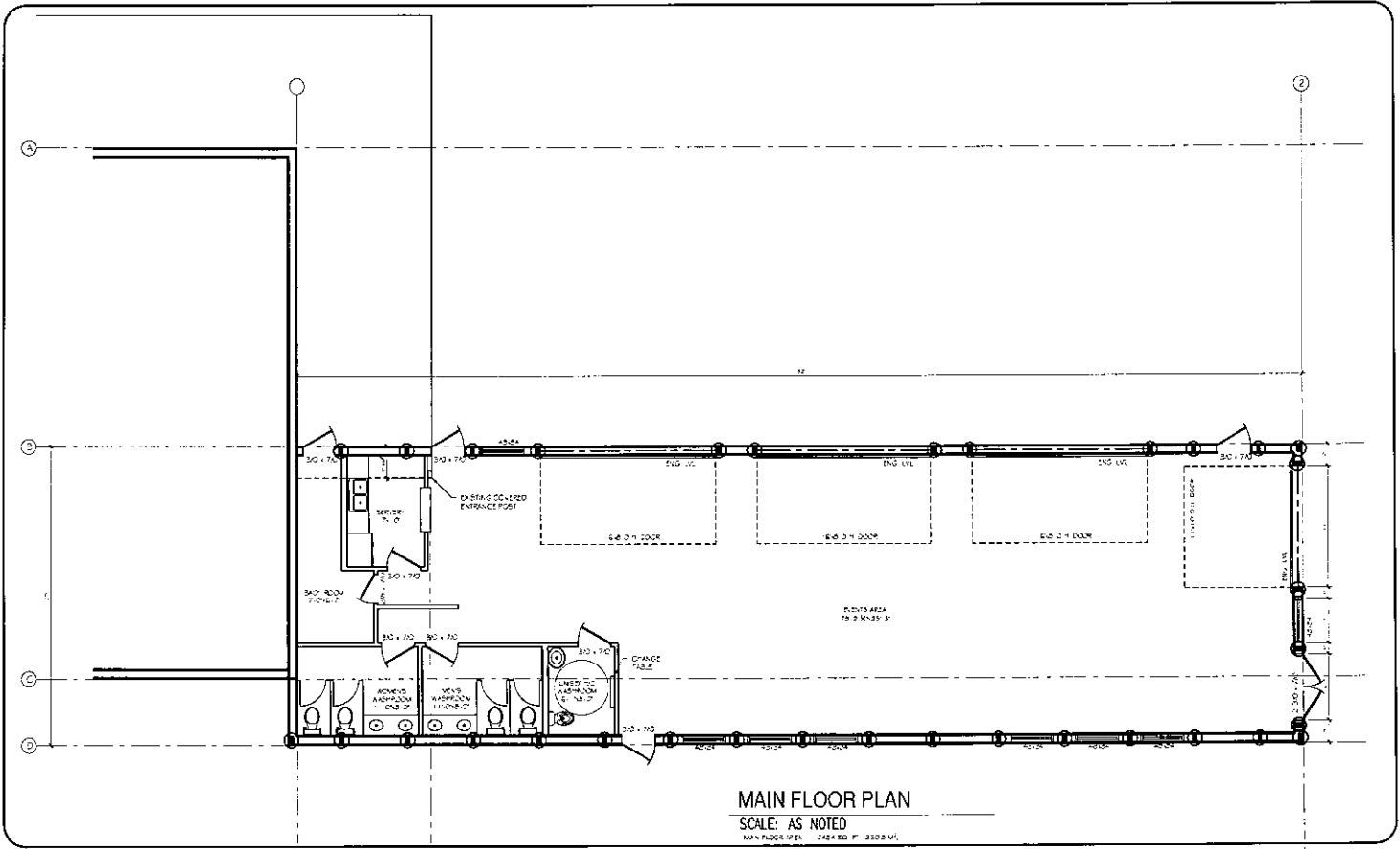
NOTE:
THE CONTRACTOR IS RESPONSIBLE FOR
CHECKING THE DRAWINGS BEFORE
CONSTRUCTION HAS BEGUN AND FOR
ADVISING THE DESIGNER OF ANY NECESSARY
REVISIONS.



214 Boulder Creek Crescent
Edmonton, Alberta
T6A 1A5
PH: 403.936.4541
CELL: 403.939.9703
EMAIL: d4arch@shaw.ca

PROJECT	PAULA BEEKMAN EVENTS CENTER EAST ELEVATION	
DATE	JULY 2, 2019	DRAWN BY DJH
SCALE	1/8" = 1'-0"	

DRAWING
A3
REVISION NO.
0.0



MAIN FLOOR PLAN

SCALE: AS NOTED

MAIN FLOOR AREA 2424 SQ. FT. (22500 SQ. FT.)

NOTE:
THE CONTRACTOR IS RESPONSIBLE FOR
CHECKING THE DRAWINGS BEFORE
CONSTRUCTION HAS BEGUN AND FOR
ADVISING THE DESIGNER OF ANY NECESSARY
REVISIONS



2. & Boulevard Drive
Honolulu, HI 96814
TEL: 808.922.4541
FAX: 808.922.4542
WWW: WWW.DPHHI.COM

PROJECT

PAULA BEEKMAN EVENTS CENTER
MAIN FLOOR PLAN

DATE

JULY 3, 2019

DRAWN BY

DJK

SCALE

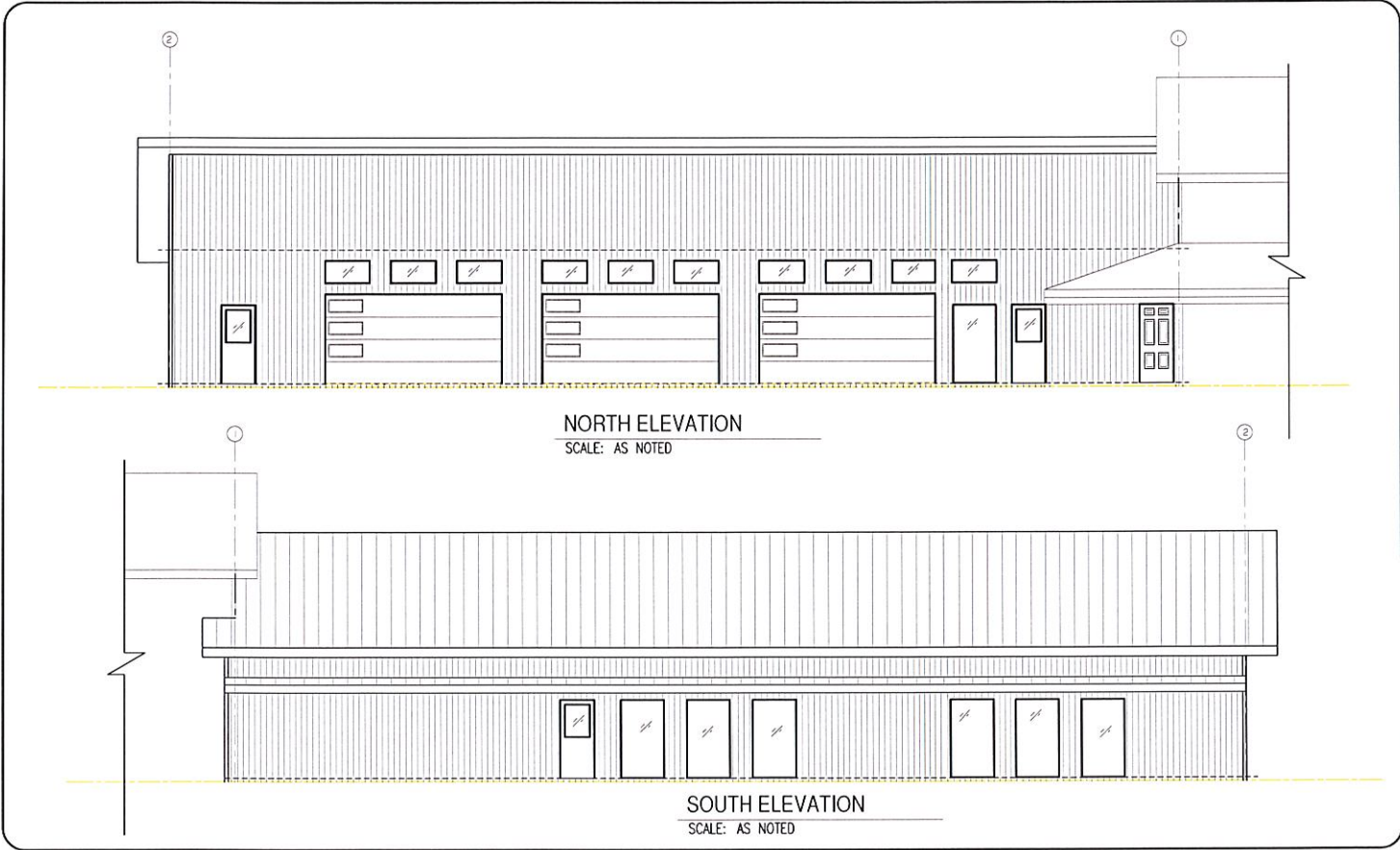
1" = 1'-0"

SHEET NO.

A1

REVISION NO.

0.0



NOTE:
THE CONTRACTOR IS RESPONSIBLE FOR
CHECKING THE DRAWINGS BEFORE
CONSTRUCTION HAS BEGUN AND FOR
ADVISING THE DESIGNER OF ANY NECESSARY
REVISIONS



PROJECT	PAULA BEEKMAN EVENTS CENTER NORTH & SOUTH ELEVATIONS	
DATE	JULY 8, 2019	SCALE
DRAWN BY	DJM	1/8" = 1'-0"

DRAWING	A4
REVISION No.	0.0

REQUEST FOR DECISION



Subject: Capital Budget

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8F

Background: The capital budget has been adjusted to allow for the replacement of residential water meters. The Village has numerous water meters that are not working. There were eighteen not functioning when WRC took over the utility billing for the Village. There are now thirty-two meters that have been identified as non-functioning resulting in several estimated water bills.

Options:

1. Council can make a motion to approve the capital budget.
2. Council can make a motion to change the capital budget to reflect x amount of meters to be replaced.
3. Council can make a motion to defer the purchase of water meters at this time, returning the capital budget to it's former amounts.

Financial Implications: Estimated costs received from WRC is \$516 per meter replaced. There are some that may just need to have the head replaced, with an estimated cost of \$460 each. There are also installation costs of ½ to 1 hour each @ \$47.13. Estimated replacement of all 32 meters would be \$18020.16.

Communication: N/A

Recommendation: *THAT Village Council discusses, makes a decision and gives direction to Administration regarding how to proceed.*

Village of Rockyford Capital Budget									
Project Name	Notes	2020	2021	2022	2023	2024	2025	2026	2027
1st Ave. E. Paving	MSI		\$ 228,430.84						
Water/Sewer Upgrades	MSI		\$ 349,832.05						
Engineering Fees	MSI	\$ 40,000.00	\$ 60,901.11						
Waterline & Sewer Upgrades	MSP		\$ 50,000.00						
Main Street Sidewalk & Lighting	CRISP			\$ 290,000.00					
Sidewalks & Paving	FGTF			\$ 35,000.00					
Lagoon Repair	MSI			\$ 23,500.00					
Plow Blade for Truck	MSI			\$ 14,089.00					
Replace Pumps at Water Plant	MSI			\$ 15,000.00					
Water Meter (campground & residence)	MSI			\$ 19,120.16					
Services to Subdivided Lots	FGTF			\$ 110,000.00					
Total Projects		\$ 40,000.00	\$ 689,164.00	\$ 506,709.16					

← add in 50,000.00 for water upgrades

Funding Sources Capital Budget									
		2020	2021	2022	2023	2024	2025	2026	2027
Funding Available									
Funding Carried Over Previous Year		\$ 616,621.00	\$ 919,279.00	\$ 559,368.00	\$ 697,045.50	\$ 819,619.50			
MSI Capital Allocation Current Year		\$ 163,584.00	\$ 178,753.00	\$ 72,488.00	\$ 72,488.00	\$ 72,488.00			
FGTF Allocation Current Year	received extra \$50,000 in 2021	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00			
Municipal Stimulus	received in 2021		\$ 50,000.00						
CRISP Allocation Current Year		\$ 93,419.75		\$ 112,164.54					
Available for Projects		\$ 923,624.75	\$ 1,248,032.00	\$ 794,020.54	\$ 819,533.50	\$ 942,107.50			
Capital Purchases				\$ 33,209.16					
Less Projects		\$ (40,000.00)	\$ (675,581.50)	\$ 473,500.00					
Interest Earned FGTF			\$ 500.00						
		\$ 883,624.75	\$ 572,950.50	\$ 1,300,729.70					
Funding Available By Grant									
MSI		2020	2021	2022	2023	2024	2025	2026	
FGTF		\$ 531,048.00	\$ 70,637.00	\$ 71,415.84	\$ 143,903.84	\$ 216,391.84			
Municipal Stimulus		\$ 202,675.00	\$ 303,175.00	\$ 208,175.00	\$ 258,175.00	\$ 308,175.00			
CRISP		\$ 185,556.00	\$ 185,556.00	\$ 7,720.54	\$ -	\$ -			
Total Funding Year End		\$ 919,279.00	\$ 559,368.00	\$ 287,311.38	\$ 402,078.84	\$ 524,566.84			

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

Water Meter Price List – 2022

Neptune T10/MACH 10 Meter with E-Coder Register w/R900i (RF Built-In)

Part Number	Description	Price
EU1A2M1	5/8 MACH 10 ULTRASONIC, M3 w/R900i	\$572.00
EU2A1M1	5/8 MACH 10 ULTRASONIC, M3 w/R900i	\$516.00 *
EU1B2M1	5/8 X 3/4 MACH 10 ULTRASONIC, M3 w/R900i	\$572.00
EU2B1M1	5/8 X 3/4 MACH 10 ULTRASONIC, M3 w/R900i	\$516.00
EU1C2M1	3/4 MACH 10 ULTRASONIC, M3 w/R900i	\$640.00
EU2C1M1	3/4 MACH 10 ULTRASONIC, M3 w/R900i	\$572.00
EU1F2M1	1 MACH 10 ULTRASONIC, M3 w/R900i	\$792.00
EU2F1M1	1 MACH 10 ULTRASONIC, M3 w/R900i	\$692.00
EU2A2M1	1 1/2 MACH 10 ULTRASONIC, M3 w/R900i	\$1392.00
EU2B1M1	1 1/2 MACH 10 ULTRASONIC, M3 w/R900i	\$1076.00
EU2F2M1	2 MACH 10 ULTRASONIC, M3 w/R900i	\$1660.00
EU2G1M1	2 MACH 10 ULTRASONIC, M3 w/R900i	\$1272.00

Accessories

Part Number	Description	Price
B-301	5/8" COUPLING SET	\$22.40
B-302	3/4" COUPLING SET	\$24.00
B-303	1" COUPLING SET	\$38.40
B-312	1 1/2" FLANGE SET	\$72.00
B-313	2" FLANGE SET	\$80.00

All taxes Extra

Prices are subject to change without notice.

CONFIDENTIAL

Just the head RD2M13 \$460 (our cost)



April 20, 2022

Dear Mayors and Reeves,

RE: Enclosed documents from Marigold: revised Agreement and Schedule C

Please find enclosed two document packages for review by your Council. Both of these documents require signing before September 30, 2022.

- 1) Revised Marigold Agreement
- 2) Marigold per capita levy rates for 2023 & 2024 (Schedule C)

If you have questions or would like more information, please contact your Marigold Library Board representative and/or Marigold Headquarters: 1-855-934-5334 or michelle@marigold.ab.ca.

Marigold Library System exists to advocate for and support public library service delivery in all its communities, large and small, urban and rural. We believe that public library services inspire and galvanize strong communities along with greater civic engagement and cohesion. Forty-three municipalities have committed to forming a membership collaborative called Marigold Library System to provide support for libraries and residents in your community. Our mission is to **cultivate a collaborative and inclusive library community to support a range of responsive, quality library services.**

Just as important are the many personal benefits that come with affordable library services. The provincial government has deemed library services to be essential to daily living. Marigold and our member libraries collaborate to provide life sustaining services for people of all ages, including those in vulnerable groups. During difficult financial times with high unemployment, the public uses and depends on library service more than ever. Libraries and library systems support parents and children who are home schooling, the elderly and isolated, residents with disabilities, newcomers, and people with poor Internet and/or no computer devices to name a few. Public libraries will continue to be important civic institutions that your residents cherish.

For an overview of Marigold's philosophy and services, please view this two-minute YouTube video:
<https://youtu.be/FC0VNG9xpbQ>

Thank you for your attention to these important documents. We look forward to hearing from you before September 30, 2022.

Sincerely,

Y. Michelle Toombs, CEO
Marigold Library System

cc. Marigold Board members

Att. Marigold Library System Agreement
Schedule C documents

REQUEST FOR DECISION



Subject: Marigold Library System Revised Agreement

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8G

Background: Marigold Library System has revised their agreement to align with Alberta's Libraries Act and Regulation, and with the current Marigold Library Board policies and practices.

Options: 1. Council can vote to sign the revised agreement
2. Council can vote against signing the revised agreement

Financial Implications: N/A

Communication: N/A

Recommendation: *THAT Village Council discuss and vote to sign or not sign the revised agreement*

April 20, 2022

Dear Mayors and Reeves,

RE: Revised Marigold Agreement for Council Approval

Please find enclosed the revised Marigold Agreement that we are asking your Council to review, approve and sign before September 30, 2022.

A covering letter and separate package with the Marigold per capita levy rates for 2023 and 2024 is also included for Council approval. When the revised Marigold Agreement and the 'Schedule C' levy document have both been approved, the two documents will be merged into the final version of the Marigold Agreement.

All the clauses in the revised Marigold Agreement align with Alberta's *Libraries Act and Regulation*, and with the current Marigold Library Board policies and practices. Changes in the revised Agreement were informed by extensive research and consultation, including a review of other Alberta library system agreements, historical versions of the Marigold Agreement and applicable legislation. Consultants at the Public Library Services Branch (PLSB) of Municipal Affairs provided legislative advice and help with content and wording.

Changes to the revised Marigold Agreement include:

- The "Ownership of Property," section of the Agreement was changed to state that books, periodicals and library materials transferred (assigned) to a member library by Marigold will remain the property of that library or municipality, rather than the Marigold Board.
- Another important change was the reference to the 'Government of Alberta' for current municipal populations. This is because the responsibility for reporting populations has recently shifted from Municipal Affairs to Treasury, and this could change again.
- Language was added on pages 2 and 6 of the Agreement to strengthen the importance of our municipal member collaborative. Marigold exists because 43 municipalities have chosen to form a collaborative, called Marigold Library System, to provide affordable public library services to municipal residents. Expanded service descriptions were also added to Clause 28 in the revised Agreement.
- A statement was inserted to allow Marigold to negotiate a separate service contract with a governing entity that is not covered by the Libraries Act, such as a First Nations Reserve or Redwood Meadows (Clause 41).
- Definitions were updated and relocated to the beginning of the Agreement. A map was added in Schedule B, and there were minor wording changes throughout for consistency and clarity.



What is not changing is the statement in the revised Agreement explaining the conditions for approval. 60% of Marigold's member Municipalities, including those municipalities representing 60% of the population, must approve and sign the Marigold Agreement for the Agreement to go into effect.

Please contact me if you have comments and questions or require more information.

Thank you for your attention to this important document. We look forward to hearing from you before September 30, 2022.

Sincerely,

Michelle Toombs
CEO, Marigold Library System

Enclosed:

An Agreement by and between the parties comprising Marigold Library System (Draft)



An Agreement
by and between
the parties comprising
Marigold Library System

January 1, 1984

Amended January 1, 1995

Amended April 15, 2000

Amended August 2002

Amended November 1, 2002

Amended June 20, 2007

Amended April 22, 2008

Amended August 1, 2008

Amended January 29, 2022

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Requisition by the Marigold Board	Schedule C

An Agreement by and between
the parties comprising the
Marigold Library System
(hereinafter referred to as "this Agreement")

This Agreement is made as of the 1st day of January 1984, with amendments to August 1, 2008, between such of the Municipalities, Improvement Districts and Special Areas contained in Schedule A as have appropriately ratified, endorsed and executed this Agreement or terms identical to this Agreement.

BECAUSE the *Libraries Act and Regulation R.S.A. 2000 Chap. L-11*, as amended, hereinafter referred as "*the Act*" provides:

- a) that a Municipality, Improvement District, Special Area, Métis settlement or school authority may enter into an agreement to associate with one or more such organizations to establish, maintain and operate a Library System,
- b) for a Library System board so established to be a corporation as set out in *the Act* and
- c) that the Minister may make a grant upon the establishment of the Library System and may thereafter make annual grants where the Minister decides that the Library System is providing satisfactory service;

AND BECAUSE the Parties to this Agreement:

- a) desire to collaborate to provide enhanced public library service to their residents,
- b) are prepared to jointly finance and operate a Library System service to their residents,
- c) recognize that the most effective way to provide a high quality of library service is through collaboration,
- d) are prepared to support the development and maintenance of public library services through the Library System for the benefit of all parties, including the party that signs this Agreement,
- e) agree that all library materials which are available through their respective Library Service Points shall be Accessible to the residents of all Parties, and
- f) recognize the responsibility of each Party to have a representative fully participating in the management of the Board.

NOW the Parties to this Agreement agree with each other as follows:

1. Schedules A, B and C are attached to and form part of this Agreement.
2. When used in this Agreement, the terms defined below have the same meaning as they have in *the Act*, unless otherwise defined in this Agreement.
 - a) "Accessible" - library resources shall be available to all residents of the Parties to this Agreement in the

same way as to residents served by the Local Library. If use is restricted in a Local Library, the restriction shall apply to all residents in the system;

- b) "Community Library" - Marigold uses the term "Community Library" for those libraries (Library Service Points) located in member municipalities that do not have a Library Board.
- c) "Community Library Incorporated Society" – a Society incorporated or continued under the *Societies Act R.S.A. 2000 Chap.S-14*, that oversees the day-to-day operations and supervision of a library in a Municipality that does not have its own Library Board.
- d) "Governing Board" – Marigold Board is the "Governing Board" for municipalities that have not formed a Library Board as set out in *the Act*. These municipalities have signed this Agreement to become members of Marigold Library System, and in return Marigold Board provides public library services and promotes the value of public libraries to residents in those municipalities. Marigold also complies with the provincial requirements for reporting and for distribution of provincial per capita grants for those municipalities.
- e) "Independent Public Accountant" - a person holding a recognized professional accounting designation such as CPA (Chartered Professional Accountant), CA (Chartered Accountant), CMA (Certified Management Accountant), CGA (Certified General Accountant); or a similarly qualified individual;
- f) "Intellectual Property" – anything created by or on behalf of Marigold which results from intellectual process. Intellectual Property includes, but is not limited to, literary works (any written work intended to provide information, instruction or pleasure), artistic works and computer program files. Such works and information may be stored in any format. Intellectual Property specifically includes Marigold's automated files and databases.
- g) "Intermunicipal Library Board" - a Library Board established pursuant to Part 1.1 of *the Act*;
- h) "Library Board" - a Municipal or Intermunicipal Library Board;
- i) "Library Service Point" – in accordance with *the Libraries Regulation* (hereinafter referred to as "*the Regulation*") under *the Act*, refers to a facility that provides public library services under the control and management of a board;
- j) "Library System" - a Library System established pursuant to Part 2 of *the Act*;
- k) "Local Library" - a Municipal Library, Intermunicipal Library; or a Community Library;
- l) "Minister" - the Minister with authority for public libraries as defined in *the Act*;
- m) "Municipal Library Board" - a Library Board established pursuant to Part 1 of *the Act*;
- n) "Member Municipality" - any incorporated city, town, village, summer village, municipal district, special area, improvement district or any other eligible entity that is or could become a party to this Agreement;
- o) "Personal Property" – any movable or intangible thing that is subject to ownership and not classified as Real Property.
- p) "Real Property" - land and anything growing on, attached to, or erected on it, excluding anything that may be severed without injury to the land. Real property can be either corporeal (ex. soil and buildings) or incorporeal (ex. easements).

Name

3. There is hereby established by Ministerial Order, a Library System known as the Marigold Library Board as set out in Section 14(2) of *the Act*, hereinafter referred to as "Marigold".

Operation

4. The Parties to this Agreement shall maintain and operate Marigold in accordance with *the Act* and any regulations promulgated under *the Act*,
5. The Parties to this Agreement shall provide public library service to all their residents through the Library System as defined by this Agreement.
6. The Parties to this Agreement shall make all library materials and resources belonging to Marigold and local libraries accessible to the residents of all Parties.

The Marigold Library Board

7. The general management, regulation and control of Marigold is vested in and shall be exercised by the Governing Board of Marigold, hereinafter referred to as "Marigold Board", with the powers and duties set out in *the Act*.
8. Where a Municipality is a Party to this Agreement, it shall appoint one member to Marigold Board. The preference for an appointment will be an individual who has an active involvement in the library community such as membership on the Local Library Board.
9. Appointments to Marigold Board shall be made in accordance with *the Act*.
10. Marigold Board shall be governed by *the Act*, this Agreement and the governing documents adopted by Marigold Board.
11. Marigold Board shall establish an Executive Committee of not more than ten (10) persons. That committee shall oversee the general operations of Marigold between Marigold Board meetings and carry out such further activities as may be directed by Marigold Board.
12. Marigold Board shall hire a Chief Executive Officer (CEO) whose responsibility shall be the administration of Marigold. Marigold Board shall fix the compensation and all other terms of employment of the CEO.
13. Marigold Board shall maintain adequate insurance coverage for its property, liabilities and operations.
14. Marigold Board shall cooperate with other libraries, Library Systems, library associations and with the Government of Alberta in the development, maintenance and operation of networks for enhancing public library services.

Powers and duties of Library Boards

15. Each Library Board within Marigold should:
 - a) hire such Municipal Library employees as are necessary for the provision of library service to the community,
 - b) act as liaison between their community, their Municipal Council and Marigold Board to communicate Library Board policy and community need,
 - c) in cooperation with Marigold Board, set policies and procedures for the operation of the library including minimum number of library hours, management, use and services,
 - d) cooperate with Marigold Board in implementing system-wide policies,
 - e) submit copies of all library policies, bylaws, goals and objectives and plan of service documents to Marigold Board when updated,
 - f) perform such additional duties as are necessary to operate library service in their community and
 - g) forward a copy of its budget for the current year, a copy of its annual report and audited financial statements for the preceding year to Marigold Board on or before June 30.
16. Marigold Board will act as the Governing Board for any Municipality that does not have a Municipal Library Board or an Intermunicipal Library Board. That relationship will be governed by an agreement between Marigold and any such Municipality.

Financial

17. The fiscal year of Marigold and Marigold Board shall be January 1 to December 31, both dates inclusive, or as may be amended by Marigold Board from time to time.
18. For the purposes of the per capita requisition in paragraphs 19 and 20, the population of a Municipality that is a Party to this Agreement shall be deemed to be the population for the Municipality published by the Government of Alberta for the fiscal year prior to the fiscal year in which the requisition is paid.
19. Each Party to this Agreement shall pay to Marigold Board the annual per capita requisition as set out in the current Schedule C within one month of the invoice date.
20. Each Municipal Library Board or Intermunicipal Library Board in Marigold shall pay to Marigold Board the annual per capita requisition as set out in the current Schedule C within one month of the invoice date.
21. Increases or decreases of per capita requisitions in Schedule C constitute an amendment to this Agreement, which shall be passed in accordance with paragraph 41.
22. Residents of Municipalities that do not participate in any Alberta Library System are not eligible to use the services provided by the Marigold Board, as outlined in Section 28 of this Agreement.

23. Marigold Board shall keep distinct and regular accounts of its receipts, payments, credits, assets and liabilities and shall have these accounts for each fiscal year audited by an Independent Public Accountant. Such accounts shall be kept in accordance with generally accepted accounting practices as defined by the Canadian Accounting Standards for Not-for-Profit Organizations (ASNFPPO).
24. Marigold Board shall cause audited financial statements for each fiscal year to be prepared and presented by an Independent Public Accountant by the last day of April in the year following the fiscal year to which they relate, and to be presented to Marigold Board at the Annual General Meeting.
25. Marigold Board may apply for any grants for which it is eligible.
26. Any Party not having a Municipal Library Board or an Intermunicipal Library Board authorizes Marigold Board to apply for provincial operating grants on their behalf in accordance with government regulations.

Services provided by Marigold Board

27. Subject to the provisions of *the Act* and *the Regulation* and subject to the provisions of this Agreement, the Marigold Board shall manage and control Marigold by organizing, promoting and maintaining comprehensive and efficient library services.
28. Marigold Board shall equip, establish and maintain Library System service for the residents of the Parties to this Agreement and the services provided shall include:
 - a) IT network and infrastructure support, including network management, threat protection, help desk support, equipment installation and servicing, email, website hosting and IT consultation services,
 - b) bibliographic services, including central ordering, cataloguing and processing and shared catalogue,
 - c) physical and virtual materials and collections, including materials allocation, interlibrary loans and digital/online resources,
 - d) consultation services, including professional consultation, training and continuing education,
 - e) delivery and resource sharing,
 - f) marketing and advocacy,
 - g) programming support, including support for summer reading programs and program kits,
 - h) discount ordering of materials, supplies and equipment,
 - i) direct services to Marigold residents, including book deposits, mail delivery of requested materials and access to Library Lending Lockers.

Expansion of Marigold

29. The Parties to this Agreement agree that any eligible entity within the boundaries of Marigold as set out in *the Regulation* may become a Party to this Agreement and a member of Marigold Board by:
- a) signing an agreement with Marigold Board incorporating the terms and conditions of this Agreement as amended, and
 - b) adhering to policy concerning terms and conditions for integrating library services for acceptance of new or returning Parties to this Agreement, and
 - c) receiving the approval of the Minister.
30. Admission and the date of admission shall be determined by Marigold Board.
31. Any Party to this Agreement admitted to Marigold after April 1 in any year shall pay a share as determined by Marigold Board of the annual requisition within 30 days of the date of admission.

Reports

32. Marigold Board shall present an annual report on the previous year's operations to the council and to the Library Board of each Member Municipality and to the Minister within 60 days after the Annual General Meeting of Marigold Board.
33. Marigold Board shall provide a copy of the financial statements prepared and certified by the Independent Public Accountant. Copies will be prepared and sent to each Member Municipality and to the Minister within 60 days of passing by Marigold Board.

Ownership of Property

34. Marigold owns the Real and Personal Property (including Intellectual Property rights) paid for or created by Marigold in Marigold's Municipal Libraries and Community Libraries.
35. All books, periodicals and library materials transferred to a member library's collection remain the property of that library's Library Board unless they are sent to Marigold for withdrawal or other disposition.
36. All books, periodicals and library materials transferred to a Community Library's collection remain the property of the Member Municipality unless they are sent to Marigold for withdrawal or other disposition.

Withdrawal and Termination

37. Any Party to this Agreement may withdraw from this Agreement in accordance with *the Act*. Any notice of withdrawal shall be received by Marigold Board by December 31 of any year to be effective at the end of Marigold's next fiscal year. If a Party to this Agreement gives notice to withdraw, Marigold Board shall, not later than ninety (90) days prior to the effective date of withdrawal, provide in writing to the council and Municipal Board as appropriate, an appraisal of the expected effects on library services to the residents of the Municipality concerned. Marigold Board may request a reconsideration of the notice to withdraw.

38. If a Party to this Agreement withdraws from this Agreement pursuant to *the Act*, that Party shall be deemed to have forfeited any right, title or interest in the assets of Marigold Board, including Marigold Board's Real and Personal Property of any nature.
39. Marigold Board may expel any Party hereto from this Agreement for substantial misconduct or breach of this Agreement upon motion by the Executive Committee. At least 60 days written notice stating specific grounds for the motion shall be delivered to all the Parties to this Agreement and all Library Boards and be voted upon at the next General meeting after the notice period has expired. The motion shall be passed only upon a majority comprising 75% of Marigold Board members in attendance at said meeting.

Extension

40. The provisions of this Agreement shall be binding upon the Parties to this Agreement and any of their successors.
41. A separate contract may be negotiated by Marigold Board with any eligible non-member entity to acknowledge the different administrative and funding procedures and to define the type and extent of library service to be provided, as negotiated and approved by Marigold Board.

Amendment

42. This Agreement shall be amended by a motion for amendment passed by Marigold Board. Such amendment shall be effective upon receipt by Marigold Board of written notification from 60% of the Parties to this Agreement representing 60% of the people living within the boundaries of Marigold that they so authorized such amendment. The Parties to this Agreement shall conform to such amendment upon notification from Marigold Board that the amendment is in effect.

Entire Agreement

43. This Agreement, including all schedules appended, constitutes the entire Agreement between the Parties with respect to the subject matter and all prior Agreements, representations, statements, negotiations and undertakings by and between the Parties to this Agreement are superseded hereby.

Execution in Counterpart

44. This Agreement may be executed in counterpart and all the executed counterparts together shall constitute this Agreement.

IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

(Member Municipality)

Authorized Signature

Date

Print Name and Title

Seal:

Municipal Library Board or Intermunicipal Library Board* (City, Town, Village)

Authorized Signature

Date

Print Name and Title

*A Municipal Library Board or Intermunicipal Library Board is established pursuant to *the Act*.

Schedule A

Parties which shall be admitted to Marigold Library System:

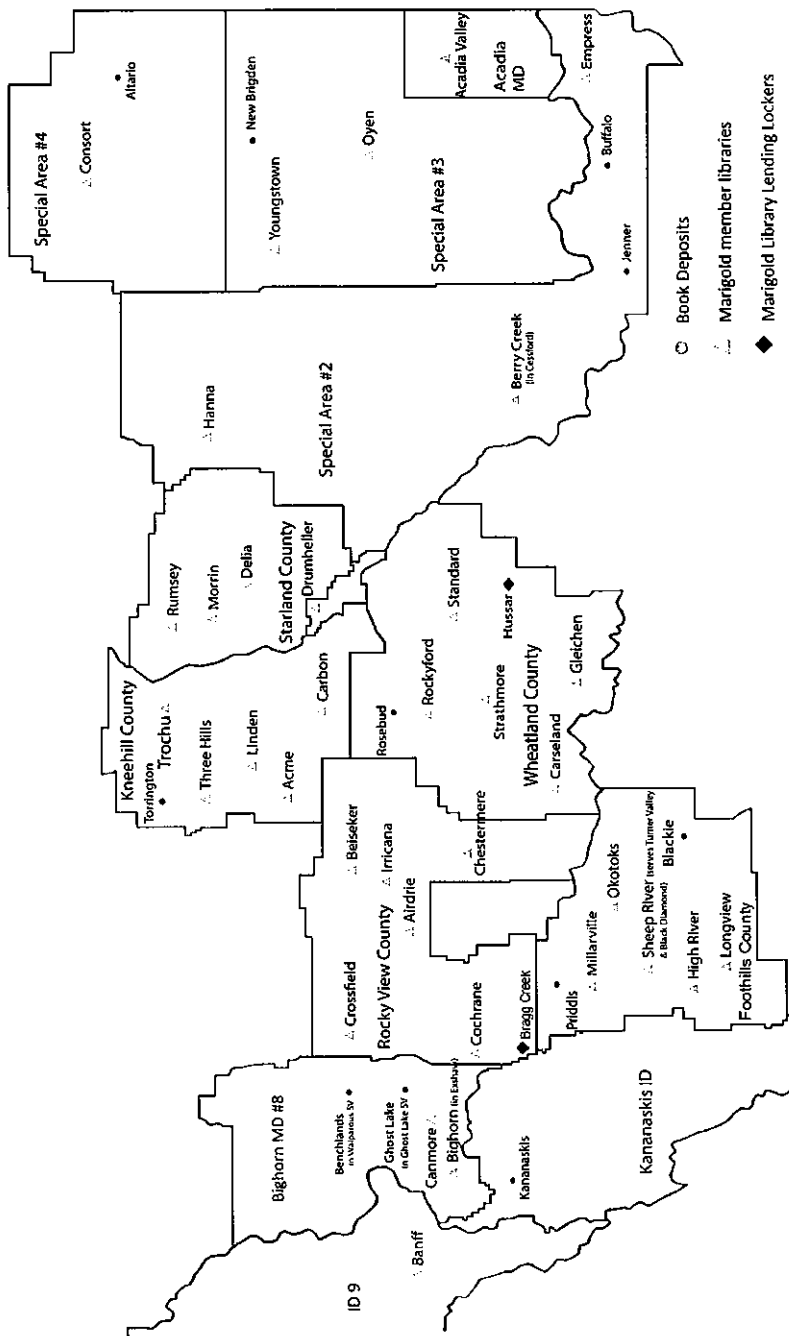
1. Council of the Municipal District of Acadia #34
2. Council of the Village of Acme
3. Council of the City of Airdrie
4. Council of the Town of Banff
5. Council of the Village of Beiseker
6. Council of the Municipal District of Bighorn #8
7. Council of the Town of Black Diamond
8. Council of the Town of Canmore
9. Council of the Village of Carbon
10. Council of the City of Chestermere
11. Council of the Town of Cochrane
12. Council of the Village of Consort
13. Council of the Town of Crossfield
14. Council of the Village of Delia
15. Council of the Town of Drumheller
16. Council of the Village of Empress
17. Council of Foothills County
18. Council of the Summer Village of Ghost Lake
19. Council of the Town of Hanna
20. Council of the Town of High River
21. Council of the Village of Hussar
22. I.D. #9 Banff (The Minister of the Department of Municipal Affairs)
23. Council of the Town of Irricana

24. Kananaskis Improvement District (The Minister of Tourism, Parks and Recreation)
25. Council of Kneehill County
26. Council of the Village of Linden
27. Council of the Village of Longview
28. Council of the Village of Morrin
29. Council of the Village of Munson
30. Council of the Town of Okotoks
31. Council of the Town of Oyen
32. Council of the Village of Rockyford
33. Council of the County of Rocky View #44
34. Special Areas #2, #3 and #4 (The Minister of the Department of Municipal Affairs)
35. Council of the Village of Standard
36. Council of Starland County
37. Council of the Town of Strathmore
38. Council of the Town of Three Hills
39. Council of the Town of Trochu
40. Council of the Town of Turner Valley
41. Council of the Village of Veteran
42. Council of the Summer Village of Waiparous
43. Council of Wheatland County
44. Council of the Village of Youngstown

Schedule B

Map of Marigold Boundary

**MARIGOLD LIBRARIES, BOOK DEPOSITS
AND LIBRARY LENDING LOCKERS**





Schedule C – Requisition by the Marigold Library Board

Attached to and part of this Agreement by and between the Parties comprising the Marigold Library System.

Part I For those Municipalities without Library Boards

The contributions to the Marigold Library System by Counties, Municipal Districts, Special Areas, Improvement Districts or any other Municipality without a Library Board shall be as follows for the period stated:

2021 ~ \$10.74 per capita paid to the Marigold Library System

2022 ~ \$10.74 per capita paid to the Marigold Library System

Part II For those Municipalities with Library Boards

The contributions to the Marigold Library System by Municipalities having Municipal Library Boards or Intermunicipal Library Boards shall be as follows for the period stated:

2021 ~ \$6.24 per capita to be paid directly to Marigold Library System

2022 ~ \$6.24 per capita to be paid directly to Marigold Library System

Part III For Municipal Library Boards

The contributions to the Marigold Library System by Municipal Library Boards or Intermunicipal Library Boards shall be as follows for the period stated:

2021 ~ \$4.50 per capita to be paid directly to Marigold Library System

2022 ~ \$4.50 per capita to be paid directly to Marigold Library System

IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

(Member Municipality)

Authorized Signature

Date

Print Name and Title

Seal:

Municipal Library Board or Intermunicipal Library Board* (City, Town, Village)

Authorized Signature

Date

Print Name and Title

Retain one copy for your files and forward one copy to Marigold Library System headquarters

*A Municipal Library Board or Intermunicipal Library Board is established pursuant to *the Act*.

REQUEST FOR DECISION



Subject: Marigold Per Capita Levy Requisition

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8H

Background: Marigold Library System has provided documents outlining the per capita levy rates that will appear on requisitions in 2023 and 2024.

Options: 1. Council can vote to accept the Marigold Per Capita Levy Requisition
2. Council can vote to deny the Marigold Per Capita Levy Requisition

Financial Implications: 2023 - \$6.35 per capita to be paid directly to Marigold Library System
2024 - \$ 6.46 per capita to be paid directly to Marigold Library System

Communication: N/A

Recommendation: *THAT Village Council discuss and vote to accept or deny the requisition*

April 20, 2022

Dear Mayors and Reeves,

RE: Marigold Per capita levy requisition documents

Enclosed with this letter are documents outlining the per capita levy rates that will appear on requisitions in 2023 and 2024. The Marigold Library Board is submitting this documentation for your Council approval after giving these levy rates and library services consideration.

For the last three years (2020, 2021, 2022), the Board did not increase the per capita levy because we recognized your financial challenges. Marigold also retained the 2019 Government of Alberta municipal populations for the 2020 and 2021 levy requisitions. However, rising costs and inflation are having an impact on our service provision capacity.

Marigold's mandate is to deliver library service to our forty-three member municipalities. Library systems like Marigold do not duplicate municipal library services and our governance structure is quite different from municipal libraries. While we innovate, adapt and deliver library services that are mostly behind-the-scenes, the nature of our work has not changed during or following the COVID closures.

As we prepare the 2023 and 2024 budgets for Marigold Library System, we see increasing costs for utilities, fuel, books, IT contracts and equipment, digital subscription contracts, the TRAC levy for our library system, supplies and salaries. Therefore, the Board has approved a revised levy schedule for municipalities and library boards with an \$0.11 per capita increase for each of 2023 and 2024.

Since the COVID pandemic began in 2020, municipal libraries have had to close their doors to the public at times, limit the number of people on-site, and reduce in-person programming and one-on-one patron supports, but this does not mean that library service has ceased. Quite the opposite. Libraries have innovated to provide a wider range of off-site and virtual programs. Marigold Library System has experienced significant increases in the use of its website services, online catalogue, e-book collections and digital subscriptions. Despite increased operational costs and declining provincial grants, Marigold has found operational efficiencies and invested in cyber security protections.

Every year after the April AGM, Marigold distributes *Value of Your Investment* reports for all member library boards, along with a companion document entitled *Power of Your Library Card* for counties. In these documents, we report how your levy investment has been spent to provide a wide range of supportive library services for your residents and for your municipality. The return on investment is significant and made possible by our careful and transparent use of your levy investment.

We value the support for library services that your municipality provides, and we would appreciate your review and signing of the attached Schedule C documents because we believe strongly that public libraries deliver exceptional value.

Sincerely,



Michelle Toombs, CEO
Marigold Library Board



Schedule C

Requisition for Marigold Library System

Attached to and part of this Agreement by and between the Parties comprising the Marigold Library System.

Part I For those Municipalities without Library Boards

The contributions to the Marigold Library System by counties, Municipal Districts, Special Areas, Improvement Districts or any other Municipality without a Library Board shall be as follows for the period stated:

2023 ~ \$10.85 per capita paid to the Marigold Library System

2024 ~ \$10.96 per capita paid to the Marigold Library System

Part II For those Municipalities with Library Boards

The contributions to the Marigold Library System by Municipalities having Municipal Library Boards or Intermunicipal Library Boards shall be as follows for the period stated:

2023 ~ \$6.35 per capita to be paid directly to Marigold Library System

2024 ~ \$6.46 per capita to be paid directly to Marigold Library System

Part III For Municipal Library Boards

The contributions to the Marigold Library System by Municipal Library Boards or Intermunicipal Library Boards shall be as follows for the period stated:

2023 ~ \$4.50 per capita to be paid directly to Marigold Library System

2024 ~ \$4.50 per capita to be paid directly to Marigold Library System

In WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

(Member Municipality)

Authorized Signature Date

Print Name and Title **Seal:**

Municipal Library Board or Intermunicipal Library Board* (City, Town, Village)

Authorized Signature Date

Print Name and Title

Retain one copy for your files and forward one copy to Marigold Library System headquarters

*A Municipal Library Board or Intermunicipal Library Board is established pursuant to *the Act*.

Requisition for the Marigold Library Board Schedule C Fact Sheet



**Better Value
Better Services
Better Communities**



**MARIGOLD
LIBRARY SYSTEM**

Schedule C Fact Sheet

SCHEDULE C PROCESS

What is Schedule C?

Schedule C is an amendment to the Marigold Agreement¹ that outlines the per capita levy rate for municipalities and library boards.

Following approval by the Marigold Board, Schedule C and attachments are mailed to every member municipality.

Marigold requests that every municipality present Schedule C to Council for consideration and return a signed copy to Marigold before **September 30** of that year.

¹Marigold Agreement: A fundamental document signed by member municipalities that provides information associated with the Marigold membership: governance, services, membership and levy rates.

Use and needs are increasing

As **populations grow** and communities evolve, there is a **greater need** to provide collections, services and programs that are inclusive and broaden cultural awareness. Demand for training has also increased as more content-rich products and services are being introduced.



Use of public libraries in Marigold is growing. Therefore, support costs are also increasing.

To determine our levy rates, Marigold considers the following:

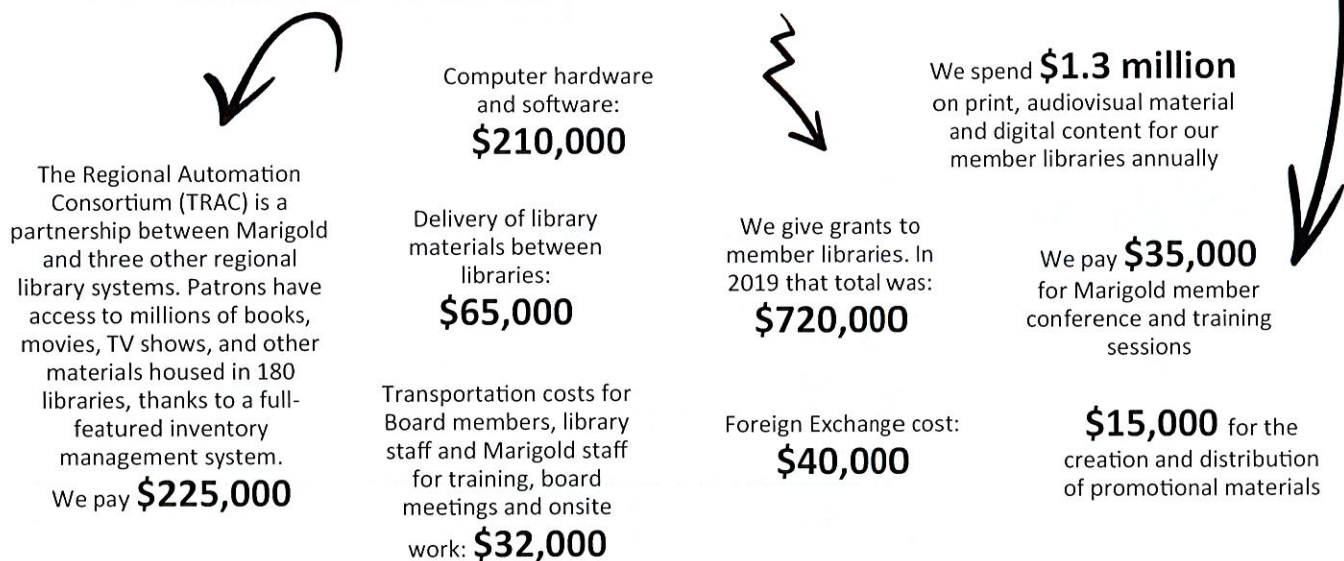
- Service cost increases that mirror population increases: delivery, materials allocations and service grants
- More training for member library managers and staff, board members and patrons
- Increases to delivery costs because of fuel costs and more frequent trips to high volume libraries
- More programs, supplies and equipment
- More downloadable eBooks and eAudio materials, music and online training and curriculum support
- Purchasing program for members with discounts on IT equipment and supplies
- Increased IT Infrastructure, support, and cybersecurity
- eBooks and eResource costs set by US vendors that are increasing faster than inflation
- Population based expenditures are increasing: TRAC levy, contract subscription fees for online resources, and organizational memberships
- The IT department is faced with increased costs due to enhanced security features and user security training. More servers will be needed and cost of licensing is increasing

Schedule C Fact Sheet



Stronger together!

Marigold is more than a service provider. It is a membership group made up of many municipalities that have chosen to collaborate to increase efficiency and save money while providing state-of-the-art public library service. Marigold makes it possible for residents in all member municipalities to be able to access library services at any of its service points. One library can't do it alone. Marigold invests money to provide your community access to amazing digital content, an Internet connection and wifi, thousands of books, professional consultations and much more.



The Regional Automation Consortium (TRAC) is a partnership between Marigold and three other regional library systems. Patrons have access to millions of books, movies, TV shows, and other materials housed in 180 libraries, thanks to a full-featured inventory management system.
We pay **\$225,000**

Computer hardware and software:
\$210,000

Delivery of library materials between libraries:
\$65,000

Transportation costs for Board members, library staff and Marigold staff for training, board meetings and onsite work: **\$32,000**

We give grants to member libraries. In 2019 that total was:
\$720,000

Foreign Exchange cost:
\$40,000

We spend **\$1.3 million** on print, audiovisual material and digital content for our member libraries annually

We pay **\$35,000** for Marigold member conference and training sessions

\$15,000 for the creation and distribution of promotional materials

*These numbers do not take into consideration the salaries of staff who provide services and programming.

And much more...

Schedule C Fact Sheet

Delivery Service & Supplies

Our fleet transports interlibrary loans, new materials, supplies, correspondence, kits and games, promotional materials and recycling.

Services and Program Support

Marigold develops and provides quality programs, and has direct relationships with residents through the books-by-mail service (L2U) and volunteer book deposits. Marigold provides administrative support for local and national programs, delivers kits and equipment to support in-house library programs at member libraries

Communications and Marketing Support

Marigold provides professional quality publications, photographs, displays, custom promotional materials and marketing software to promote resources, events and services available at the library.

Purchasing Program

Through Marigold's participation in the Public Purchasing Group (PPG), and Marigold's long-term relationships with vendors, Marigold can provide discounts to its members on IT equipment, office and processing supplies necessary for their daily operations.

Consultation and Training

Professional librarians provide training opportunities for library staff, board members and patrons. They also provide libraries with management info and direction.

Board Development

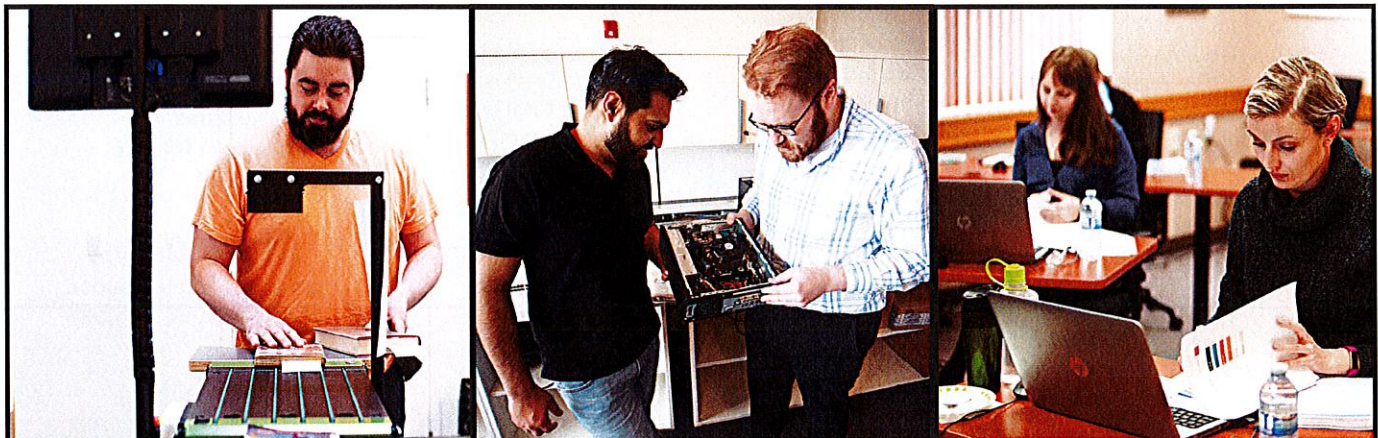
Marigold hosts Board orientations, one-on-one trustee orientations, and provides development workshop support.

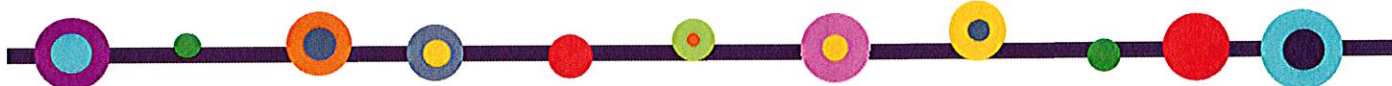
IT and Network Support

Member libraries have access to our help desk, IT and Network centre, and high speed and high bandwidth Internet, wifi and office application. Software, inventory tracking, and day-to-day operational support is also available.

Collection Development, Materials and Digital Content

Consultants and library managers work together to develop collection plans and meet community needs. Through bulk purchasing, Marigold is able to access vendor and freight discounts. We provide insurance for physical collections at member libraries, and materials sorting and shipping for resource sharing. As a member of TRAC, patrons have access to collections at 180 libraries, eResource subscriptions for language learning, consumer reports, digital magazines, eBooks, music, movie and TV programs, K-12 curriculum materials, and more.





Marigold is a Library System defined by the Alberta Libraries Act and Regulation and established in 1981.

- Marigold is a not-for-profit collaborative of municipalities in southern Alberta to provide affordable, state-of-the-art public library services and support. Cost savings and efficiencies are achieved with volume discounts, by consolidating work and by providing expert consultation.
- Marigold is not a public library; nor does it overlap services with public libraries. Local libraries provide the place (building), service (staff) and community connection. Marigold provides the “product” (e.g., materials, IT infrastructure, consultation and behind-the-scenes support) and Marigold supports a province-wide network of sharing print, AV and electronic resources, as well as mail service.
- Marigold provides online library services for the public such as Internet, wifi, websites and digital resources.
- Marigold’s headquarters, centrally located in Strathmore, Alberta (50 km east of Calgary), has 29 employees; 67FTE

Service Population

- With 335,154 Albertans in its service area, Marigold Library System is the third largest library system in Alberta based on population (after Calgary & Edmonton). 348,134 including First Nations population.
- One of 7 regional library systems in Alberta.
- Serves 43 municipalities, 36 member library boards, 35 libraries, 12 book deposits, 3 Library Lending Locker installations, Siksika and Stoney Nakoda Nations.
- 43 representatives on Marigold Library Board appointed by each member municipal Council.
- Acts as the governing board for 12 municipalities that do not have their own library boards.
- 9 school-housed public libraries.

Collaborations

- TRAC (The Regional Library Automation Consortium) with Marigold, Peace, Northern Lights and Yellowhead Library Systems
- TRAC’s 180 libraries share one catalogue database to facilitate sharing of materials
- TAL (The Alberta Library) for database licensing
- PPG (Calgary and Area Public Purchasing Group); discounts and shared contracts
- WID (Western Irrigation District); co-owned and co-located building project to replace headquarters facilities and capitalize on operational efficiencies

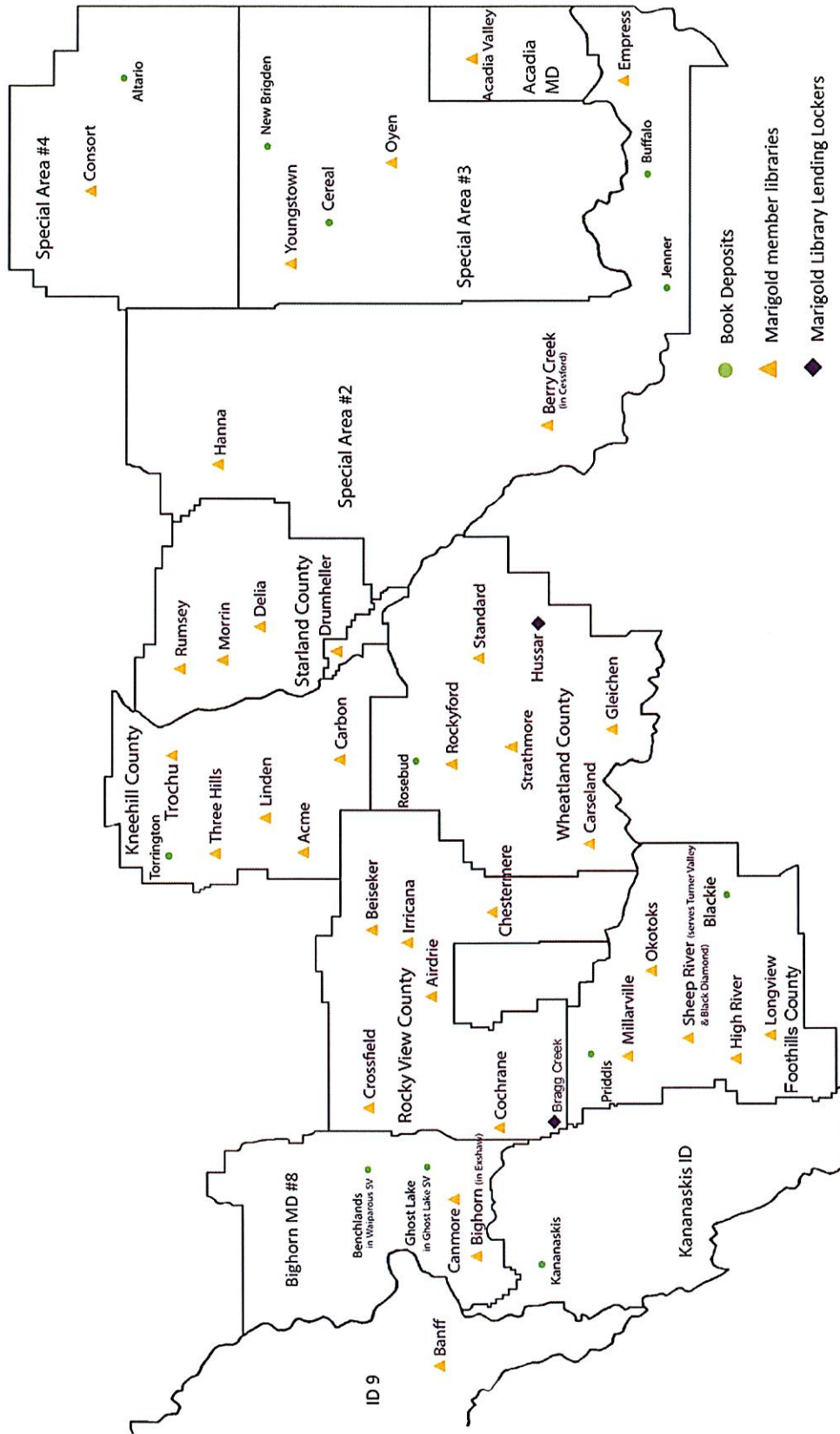
Financial

- Annual budget: \$5.6 Million in 2022
- \$951,467 in operating reserve (2 to 3 months contingency)
- Registered charity; fully audited every year
- 65% of revenue comes from municipal and library board levies based on a per capita levy rate multiplied by official municipal population (as defined the Alberta Government)
- 25% of funding comes from Municipal Affairs as a library system operating grant
- 8% of funding comes from Municipal Affairs for rural residents because Marigold is the Board of Record for 12 rural municipalities. All of this revenue is redirected to member libraries throughout Marigold
- Support for 6 libraries located in unincorporated communities with annual cash payments of \$9,760 each: Exshaw, Millarville, Carseland, Gleichen, Rumsey, Cessford

MISSION: Marigold cultivates a collaborative and inclusive library community to support a range of responsive, quality library services.

Turn page for map

MARIGOLD LIBRARIES, BOOK DEPOSITS AND LIBRARY LENDING LOCKERS



REQUEST FOR DECISION



Subject: Waste Bin for Campground

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8I

Background: The garbage at the campground has been overflowing and the bin is falling apart. This is adding extra work for our public works as they must clean up garbage that has blown out of the bin and in some cases pick out many small doggy poop bags from the bottom of the bin.

We have received a quote from Waste Management for a 6-yard bin that would be emptied on a schedule of your choosing. There is an initial delivery and set up fee of \$150. Waste Management has a standard service agreement of 3 years, but this can be adjusted if need be. There is \$0 fee for off season months when not being used. this was not included in the operating budget and would increase the budget by \$1818.60 for weekly dumping or \$909.30 for bi-weekly dumping.

- Options:**
1. Council can approve the placement of a 6-yard bin with weekly dump for a charge of \$259.80/month
 2. Council can approve the placement of a 6-yard bin with bi-weekly dump for a charge of \$129.90/month
 3. Council can deny the placement of a 6-yard bin

Strategic Relevance: N/A

Financial Implications: \$129.90 - \$259.80/month

Communication: N/A

Recommendation: *THAT council discusses and makes a decision regarding the waste bin for campground.*

Elaine Macdonald

From: Martin Gauthier <marty.gauthier@icloud.com>
Sent: Friday, April 29, 2022 9:45 AM
To: Elaine Macdonald
Subject: Fwd: WM Contact and Bin info
Attachments: Rockyford Municipal Campground_3-12.PDF

Sent from my iPhone

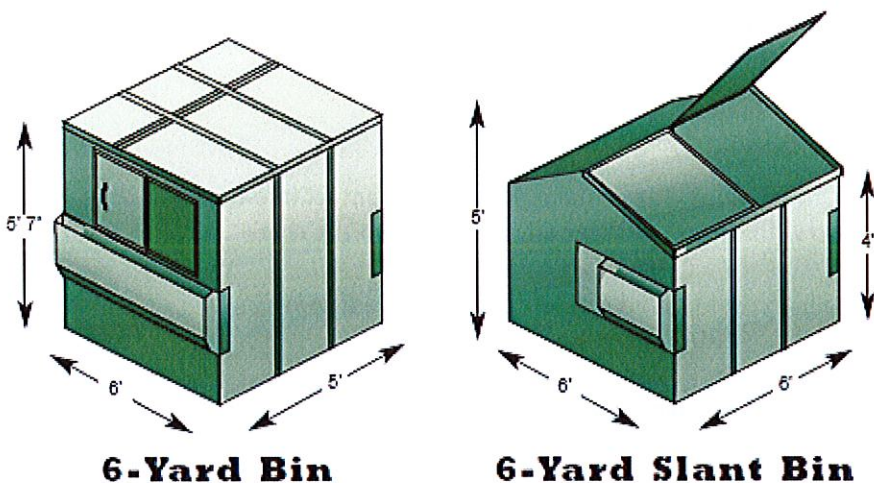
Begin forwarded message:

From: "Dyer, Mark" <mdyer@wm.com>
Date: April 29, 2022 at 9:36:44 AM MDT
To: Martin Gauthier <marty.gauthier@icloud.com>
Subject: RE: Re: WM Contact and Bin info

Good morning,

If we wanted to explore reducing the service on the same size bin to 1 serve every other week, instead of weekly, all the details below are still correct and the monthly rate would be \$129.90, for 2 or 3 services/month. I've attached a service agreement for you folks as well, so you can see exactly what's all entailed and have the pricing laid out as well, do not sign this one it's for review purposes only.

Here's some visual idea of what bin sizes are, we have varying build-outs/suppliers so the specs may vary slightly, but for all intents and purposes we're looking at these dimensions:



Please let me know if you have any questions at all.

Thanks,

Mark Dyer

Account Manager

Western Canada Area

mdyer@wm.com

C: 403-470-3796

101 Slater Way
Strathmore, Alberta T1P 1V1

Access WM 24/7 with MyWM



From: Martin Gauthier <marty.gauthier@icloud.com>

Sent: Thursday, April 21, 2022 4:52 PM

To: Dyer, Mark <mdyer@wm.com>

Subject: [EXTERNAL] Re: WM Contact and Bin info

Thank you

Sent from my iPhone

On Apr 21, 2022, at 4:50 PM, Dyer, Mark <mdyer@wm.com> wrote:

Hi Marty,

Thanks for the call today, nice to 'meet' you! Please make note of my contact info here and let me know if I can be of help with this request, or any others down the road.

Here's some pricing details for delivery, set up and recurring service of a 6 yard bin, once per week on Wednesdays:

- Initial delivery & set up, onetime \$150 charge
- \$0 rent (includes off-season when we put you on a seasonal hold)
- \$259.80/month (4 or 5 services) Works out to about \$60/lift on average. (GST not included)
- Our standard service agreement is 3 years, some municipalities have stipulations around term of service agreements, so let me know if this poses any concerns for you folks in particular.
- Dedicated account management for service, billing, and everything in between.

That's the gist of it, if you think it would help I can populate a service agreement for CAO review and we could tackle any questions before the council meets? Just let me know what you need from my end and I'll get it to you folks.

Thanks Marty, talk soon.

Mark Dyer
Account Manager
Western Canada Area
mdyer@wm.com

C: 403-470-3796

101 Slater Way
Strathmore, Alberta T1P 1V1

Access WM 24/7 with MyWM



Recycling is a good thing. Please recycle any printed emails.



Waste Management of Canada Corporation
 4210 King St E
 Kitchener, ON, N2P 2G5
 (877) 784-7336

WM Agreement #
 Customer ID
 Acct. Name
 Salesperson
 Effective Date
 Last PI Date

S0015682500
 Rockyford Municipal
 Campground
 Mark Dyer
 5/21/2022

Service Agreement Non-Hazardous Waste Service Summary

Service Information			
Name	Rockyford Municipal Campground	Contact	Marty Gauthier
Address	111 1 ST E	Telephone #	(403) 934-7687
City Province	ROCKYFORD, AB	Fax #	
Postal Code	T0J 2R0	Email	marty.gauthier@icloud.com
County/ District/ Division			
Customer Comments:			

Billing Information			
Name	Rockyford Municipal Campground	Contact	Marty Gauthier
Address	111 1ST STREET EAST	Telephone #	(403) 934-7687
City Province	ROCKYFORD, AB	Fax #	
Postal Code	T0J 2R0	Email	marty.gauthier@icloud.com
County/ District/ Division			
PO#			

Service Description & Recurring Rates			
Quantity	Equipment	Material Stream	Frequency
1	6 Yard FEL	MSW Commercial	1xEvery Other Week (Even)
			Base Rate \$ 129.90
			Fuel & Environmental/RCR \$ 0.00

Current rate for Extra Pickup (per Lift): \$ 75.00 Current FSC 0.00%, EVC 0.00%, RCR 0.00% **MONTHLY TOTAL \$ 129.90**

Customer's Waste Materials not to exceed an average weight of 50 kgs/yard. **Administrative Charge \$ 8.50***
MONTHLY GRAND TOTAL \$ 138.40*

Initial One Time Service Charges*
 Initial Delivery \$ 150.00

As Needed Services*
 The above listed Charges are for recurring services only. Charges for all additional services will be at current rates at the time of service. These include but are not limited to: extra pickups, container removal, overages and contamination. Contact Waste Management for a full list of such additional services and current prices.

*Fuel Surcharge ("FSC"), Environmental Charge ("EVC"), and Regulatory Cost Recovery Charge ("RCR") apply to all other Charges whether or not listed on this summary. Any FSC, EVC and RCR amounts shown in this Service Summary are estimated based on current percentages (as set forth herein), and actual amounts will be calculated at the time of invoicing based on current applicable percentages. Information about these charges can be found at www.wm.com/billhelp. Provincial & other taxes, and/or fees and a Recycle Material Offset, if applicable, will also be added to the Charges. An Administrative Charge per invoice will be assessed and can be removed by enrolling in paperless statements and automated payments.

This Agreement does not provide for a fixed price during the Contract Term. Unless specifically provided otherwise herein, Customer should expect Company to increase Charges as allowed by Section 4(b) and Company to seek other price increases subject to Customer's consent under Section 4(c) of this Agreement. Consent to price increases may be given orally, in writing, or by notice and Customer's payment of, or failure to object to, the price increase.

Contract Term is for 3 year(s) from the Effective Date ('Initial Term') and it shall automatically renew thereafter for additional terms of 12 months ('Renewal Term') unless terminated as set forth herein.

The individual signing this agreement on behalf of customer acknowledges that he/she has read and accepts the terms and conditions of this agreement which accompany this service summary sheet and that he/she has the authority to sign on behalf of the customer.

Customer Signature _____	Printed Name _____	Title _____	Date _____
Company Waste Management of Canada Corporation _____	Printed Name _____	Waste Management Sales Rep. _____	Date _____

Terms and Conditions on following page(s)

1. **(a) SERVICE GUARANTEE.** We guarantee our Services (as defined below). If Company fails to perform Services in accordance with the service summary as provided, which for Services purchased online include the information and terms disclosed during the order and checkout process (collectively, the "Service Summary"), and Company does not remedy such failure within five (5) business days of its receipt of a written demand from Customer, Customer may immediately terminate this Agreement without penalty.

(b) SERVICES RENDERED; WASTE MATERIALS. Customer grants to Company the exclusive right, and Company through itself and its Affiliates shall furnish equipment and services, to collect and dispose of and/or recycle (collectively, the "Services") all of Customer's Waste Materials at Customer's Service Address(es) listed on the Service Summary, subject to the terms and provisions contained herein (collectively, with the Service Summary, the "Agreement"). If Customer changes its Service Address(es), this Agreement shall remain valid and enforceable with respect to Services rendered at Customer's new service location(s) if such location(s) is within Company's service area. Customer represents and warrants that the materials to be collected under this Agreement shall be only "Waste Materials" as defined herein. For purposes of this Agreement, "Waste Materials" means all non-hazardous solid waste, organic waste, and if applicable, Recyclable Materials (as defined in Section 11) generated by Customer or at Customer's Service Address(es). Waste Materials includes "Special Waste", such as industrial process wastes, asbestos-containing material, petroleum contaminated soils, treated/de-characterized wastes, and demolition debris, for which Customer shall complete a Special Waste Profile sheet to be approved by Company in writing. Waste Materials excludes, and Customer agrees not to deposit or permit the deposit for collection of (i) any waste tires, (ii) radioactive, volatile, corrosive, flammable, explosive, biomedical, infectious, bio-hazardous, regulated medical or hazardous waste, toxic substance or material, as defined by, characterized or listed under applicable federal, provincial, or local laws or regulations, (iii) any materials containing information protected by federal, provincial or local privacy and security laws or regulations (unless tendered to Company pursuant to an additional applicable exhibit to this Agreement), (iv) any other items or material prohibited by federal, provincial or local laws or regulations, or that could adversely affect the operation or useful life of the facility(ies) receiving Customer's Waste Materials, or (v) Special Waste not approved in writing by Company (collectively, "Excluded Materials"). Title to and liability for Excluded Materials shall remain with Customer at all times. Title to Customer's Waste Materials is transferred to Company upon Company's receipt or collection unless otherwise provided in this Agreement or applicable law.

2. **CONTRACT TERM.** The Initial Term and any subsequent Renewal Term of this Agreement (collectively, the "Contract Term") is set forth on the Service Summary. Unless otherwise specified on the Service Summary, at the end of the Initial Term and any subsequent Renewal Term, the Contract Term shall automatically renew for an additional Renewal Term at the then current Service levels and applicable Charges, unless (a) for a Renewal Term of twelve (12) months or more, either party gives to the other party written notice of termination at least ninety (90) days, but not more than one hundred eighty (180) days, prior to the termination of the then-existing term, and (b) for a Renewal Term of less than twelve (12) months, either party gives to the other party written notice of termination at least thirty (30) days prior to the termination of the then-existing term. Notice of termination received at any other time will be considered ineffective and the Agreement will be considered automatically renewed upon completion of the then-existing term.

3. **TERMINATION RIGHTS.** Notwithstanding the foregoing, this Agreement can be terminated prior to the end of the Initial Term or a Renewal Term as follows: (a) by Customer (with no obligation to pay liquidated damages as provided in Section 7), (i) if Company fails to satisfy the Service Guarantee provided in Section 1(a) or (ii) pursuant to Section 4(c) if Customer increases the Charges payable by Customer hereunder with a Consensual Price Increase; (b) by Customer with thirty (30) days prior written notice to Company, subject to Customer's obligation to pay liquidated damages as provided in Section 7 no later than thirty (30) days after written notice of termination; (c) by Company, (i) if as a result of Customer's breach of Section 5, Company suspends Services for more than fifteen (15) days, or (ii) if Customer fails to cure any other breach of its obligations under this Agreement within five (5) business days of its receipt of written demand from Company to cure such breach; and (d) by Company, with at least fifteen (15) days prior written notice to the Customer, any time after Customer retains, designates or appoints a broker or agent to act for Customer, or manage its Services, under this Agreement. In order to move containers in a safe, secure and orderly fashion, Company shall have up to seven (7) days to remove any equipment from Customer's service location(s) after the effective date of the termination of this Agreement.

4. **(a) CHARGES; ADDITIONAL SERVICES; CHANGES.** The initial charges, fees and other amounts payable by Customer ("Charges") for Services and/or equipment furnished by Company to Customer are set forth on the Service Summary. Company also reserves the right to charge Customer additional Charges for additional Services provided by Company to Customer, whether requested or incurred by Customer, including, but not limited to, container relocation or removal; gate, enclosure or roll out services; account resume or reactivation services; extra pickups or trip charges; container overages and overflows; and equipment repair and maintenance (see our affiliate site at www.wm.com/billhelp for a list of "Additional Services", which may be updated from time to time), all at such standard prices or rates that Company is charging its customers in the service area at such time. Changes in the frequency of collection, collection schedule, number, capacity and/or type of equipment, the terms and conditions of this Agreement, and any changes to the Charges payable under this Agreement (including any Consensual Price Increase or Negotiated Price Adjustment), may be agreed to orally, in writing or by other actions and practices of the parties, including, without limitation, electronic or online acceptance or payment of the invoice reflecting such changes, and written notice to Customer of any such changes and Customer's failure to object to such changes, which shall be deemed to be Customer's affirmative consent to such changes.

(b) PERMITTED PRICE INCREASES Company reserves the right, and Customer acknowledges that it should expect Company to increase or add Charges payable by Customer hereunder during the Contract Term: (i) for any changes or modifications to, or differences between, the actual equipment and Services provided by Company to Customer and those specified on the Service Summary; (ii) for any changes or difference in the composition, amount or weight of the Waste Materials collected by Company from Customer's service location(s) from what is specified on the Service Summary (including for container overages or overflows); (iii) for any increase in or other modification made by Company to the Fuel Surcharge, Regulatory Cost Recovery Charge, Recyclable Materials Offset, Environmental Charge, and/or any other Charges included or referenced in the Service Summary (which Charges are calculated and/or determined on enterprise-wide basis, including Company and all Affiliates); (iv) to cover any increases in disposal, processing, and/or transportation costs, including fuel surcharges; (v) to cover increased costs due to uncontrollable circumstances, including, without limitation, changes (occurring from and after three (3) months prior to the Effective Date) in local, provincial, federal or foreign laws or regulations (or the enforcement, interpretation or application thereof), including the imposition of or increase in taxes, fees or surcharges, or acts of God such as floods, fires, hurricanes and natural disasters; and (vi) for increases in the Consumer Price Index ("CPI") for Property Taxes and Other Special Charges published by Statistics Canada, or with written notice to Customer, any other national, regional or local CPI, with such increases in CPI being measured from the Effective Date, or as applicable, Customer's last CPI based price increase date ("PL Date"). Increases to Charges specified in this Section 4(b) may be applied singularly or cumulatively and may include an amount for Company's operating or profit margin. Customer acknowledges and agrees that any increased Charges under this Section 4 (including any Consensual Price Increases or Negotiated Price Adjustments) are not represented to be solely an offset or pass through of Company's costs.

(c) CONSENSUAL PRICE INCREASES Without limiting the foregoing, Company also reserves the right to seek, and Customer acknowledges that it should expect Company to seek, increases in the Charges payable by Customer hereunder for reasons not specifically permitted in Section 4(b) (a "Consensual Price Increase"). If Customer does not accept the Consensual Price Increase, Customer's sole right and remedy shall be to terminate this Agreement by written notice to Company no later than thirty (30) days after Company notifies Customer of such Consensual Price Increase. Customer's failure to terminate this Agreement (within the 30-day period) shall be construed as Customer's acknowledgement that the continuation of the Services by Company hereunder is good, valuable and sufficient consideration for the Consensual Price Increase. Notwithstanding the foregoing, the parties may, but are not obligated to, agree to a different increase or an adjustment to Customer's Charges (a "Negotiated Price Adjustment") as a result of a Consensual Price Increase. Absent a Negotiated Price Adjustment, the Consensual Price Increase shall be binding and enforceable against Customer under this Agreement unless the Customer terminates this Agreement (within the 30-day period) as described above. Customer's agreement to a Consensual Price Increase or Negotiated Price Adjustment may be evidenced pursuant to Section 4(a) and the parties agree that this Agreement with such modified Charges will continue in full force and effect.

5. **INVOICES; PAYMENT TERMS** Company shall send all invoices for Charges and any required notices to Customer under this Agreement to Customer's billing address specified in the Service Summary, or if the Customer elects to participate in the Company's electronic billing program, make them available by email to Customer's designated e-mail address. Unless specifically agreed to in writing by Company and subject to such additional costs that Company may charge, in its discretion, Company shall not be required to bill Customer using Customer's or any third party billing portal or program. In no event shall the use by Company of Customer's or any third party billing portal or program, or any terms thereof, operate to amend or supplement the terms and conditions of this Agreement, which will remain binding in accordance with its terms. Customer shall pay all invoiced Charges within thirty (30) days of the invoice date, by check mailed to Company's payment address on Customer's invoice. Payment by any other method or channel, including in person, online or by phone, shall be as may be allowed by Company and subject to applicable convenience fees and other costs charged by Company, from time to time. Any Customer invoice balance not paid within thirty (30) days of the date of invoice is subject to a late charge, and any Customer check returned for insufficient funds is subject to a non-sufficient funds charge, both to the maximum extent allowed by applicable law. Customer acknowledges that any late charge charged by Company is not to be considered as interest on debt or a finance charge, and is a reasonable charge for the anticipated loss and cost to Company for late payment. If payment is not made when due, Company retains the right to suspend Services until the past due balance is paid in full. In addition to full payment of outstanding balances, Customer shall be required to pay a reactivation charge to resume suspended Services. If Services are suspended for more than fifteen (15) days, Company may immediately terminate this Agreement for default and recover any equipment and all amounts owed hereunder, including liquidated damages under Section 7.

6. **EQUIPMENT, ACCESS.** All equipment furnished by Company shall remain its property; however, Customer shall have care, custody and control of the equipment and shall be liable for all loss or damage to the equipment and for its contents while at Customer's service location(s). Customer shall not overload, move or alter the equipment or allow a third party to do so, and shall use it only for its intended purpose. At the termination of this Agreement, Company's equipment shall be in the condition in which it was provided, normal wear and tear excepted. Customer shall provide safe and unobstructed access to the equipment on the scheduled collection day. Company may suspend Services or terminate this Agreement in the event Customer violates any of the requirements of this provision. Customer shall pay, if charged by Company, any additional Charges, determined by Company in its sole discretion, for overloading, moving or altering the equipment or allowing a third party to do so, and for any service modifications caused by or resulting from Customer's failure to

provide access. Customer warrants that Customer's property is sufficient to bear the weight of Company's equipment and vehicles and agrees that Company shall not be responsible for any damage to Customer's pavement or any other surface resulting from the equipment or Services.

7. LIQUIDATED DAMAGES. In the event Customer terminates this Agreement prior to the expiration of the Initial or Renewal Term for any reason other than as set forth in Section 3(a), or in the event Company terminates this Agreement for Customer's default pursuant to Section 3(c), Customer shall pay the following liquidated damages in addition to Company's legal fees, if any: (a) if the remaining Contract Term (including any applicable Renewal Term) under this Agreement is six (6) or more months, Customer shall pay the average of its six (6) monthly Charges immediately prior to default or termination (or, if the Effective Date is within six (6) months of Company's last invoice date, the average of all monthly Charges) multiplied by six (6); or (b) if the remaining Contract Term is less than six months, Customer shall pay the average of its six (6) most recent monthly Charges multiplied by the number of months remaining in the Contract Term. Customer acknowledges that the actual damage to Company in the event of Customer's early termination or breach of contract is impractical or extremely difficult to fix or prove, the foregoing liquidated damages amount is reasonable and commensurate with the anticipated loss to Company resulting therefrom, and such liquidated damages payment is an agreed upon charge for Customer's early termination or breach of contract and is not imposed as a penalty. Customer shall also pay liquidated damages of \$100 for every Customer waste tire that is found at any disposal facility used by Company. In addition to and not in limitation of the foregoing, Company shall be entitled to recover all losses, damages and costs, including attorneys' fees and costs, resulting from Customer's breach of any other provision of this Agreement in addition to all other remedies available at law or in equity.

8. INDEMNITY. Company agrees to indemnify, defend and save Customer and its Affiliates harmless from and against any and all liability which Customer or its Affiliates may suffer, incur or pay as a result of any bodily injuries (including death), property damage or violation of law, to the extent caused by any negligent act or omission or willful misconduct of Company or its employees, which occurs (a) during the collection or transportation of Customer's Waste Materials, or (b) as a result of the disposal of Customer's Waste Materials in a facility owned by Company or an Affiliate, provided that Company's indemnification obligations will not apply to occurrences involving Excluded Materials. Customer agrees to indemnify, defend and save Company and its Affiliates harmless from and against any and all liability which Company and its Affiliates may suffer, incur or pay as a result of any bodily injuries (including death), property damage or violation of law to the extent caused by Customer's breach of this Agreement or by any negligent act or omission or willful misconduct of Customer or its employees, agents or contractors or Customer's use, operation or possession of any equipment furnished by Company. Neither party shall be liable to the other for consequential, incidental or punitive damages arising out of the performance or breach of this Agreement.

9. DISPUTE RESOLUTION-ARBITRATION AGREEMENT AND CLASS ACTION WAIVER. BINDING ARBITRATION: Except for those claims expressly excluded below (EXCLUDED CLAIMS), Customer and Company agree that any and all existing or future controversy or claim between them arising out of or related to this Agreement or any prior agreements between the parties, whether based in contract, law or equity or alleging any other legal theory, or arising prior to, in connection with, or after the termination of this Agreement or any other agreements, shall be resolved by mandatory binding arbitration (see our affiliate site at www.wm.com for details on arbitration procedures). **CLASS ACTION WAIVER:** Customer and Company agree that under no circumstances, whether in arbitration or otherwise, may Customer bring any claim against Company, or allow any claim that Customer may have against Company to be asserted, as part of a class action, on a consolidated or representative basis or otherwise aggregated with claims brought by, or on behalf of, any other entity or person, including other customers of Company. **EXCLUDED CLAIMS:** The following are not subject to mandatory binding arbitration: (a) either party's claims against the other in connection with bodily injury or real property damage and for environmental indemnification; and (b) Company's claims against Customer for collection or payment of Charges, damages (liquidated or otherwise) or any other amounts due or payable to Company by Customer under this Agreement or any prior agreements between the parties, but Customer and Company may mutually agree to arbitrate any Excluded Claims.

10. MISCELLANEOUS. (a) Except for the obligation to make payments hereunder for Services already performed, neither party shall be in default for its failure to perform or delay in performance caused by events or significant threats of events beyond its reasonable control, whether or not foreseeable, including, but not limited to, strikes, labour trouble, riots, imposition of laws or governmental orders, fires, acts of war or terrorism, acts of God, and the inability to obtain equipment, and the affected party shall be excused from performance during the occurrence of such events. (b) This Agreement shall be binding on and shall inure to the benefit of the parties hereto and their respective successors and assigns. (c) The terms, conditions and disclosures set forth on our affiliate site at www.wm.com relating to Billing/Billing Help, Pricing, Charges, Arbitration Procedures, and for those Customers that sign up for electronic billing and payment, Autopay, are incorporated by reference and made a part hereof (as such terms, conditions and disclosures may be changed or modified from time to time, effective from such change or modification). In addition to, and not in limitation of, the foregoing, the terms and provisions of this Agreement may be amended and modified as agreed to by the parties as provided in Section 4(a). Subject to the foregoing, this Agreement represents the entire agreement between the parties and supersedes any and all other agreements for the same Services at the same Customer locations covered by this Agreement, whether written or oral, that may exist between the parties. (d) This Agreement shall be construed in accordance with the law of the province in which the Services are provided. (e) All written notification to Company required by this Agreement shall be effective upon receipt and delivered by Registered Mail, Return Receipt Requested, courier or by hand to Company's address on the first page of the Service Summary, provided that Company may provide written notice to Customer of a different address for written notice to Company. (f) If any provision of this Agreement is declared invalid or unenforceable, then such provision shall be severed from and shall not affect the remainder of this Agreement; however, the parties shall amend this Agreement to give effect, to the maximum extent allowed, to the intent and meaning of the severed provision. (g) In the event Company successfully enforces its rights against Customer hereunder, Customer shall be required to pay Company's attorneys' fees and court costs. (h) Notwithstanding the termination of this Agreement, Sections 6, 7, 8, 9, 10, 11(vi) and Customer's obligation to make payments for all Charges and other amounts due or payable hereunder through the termination date shall survive the termination of this Agreement. (i) The term "Affiliate" means with respect to any specified party, any corporation, limited liability company, partnership or other legal entity, directly or indirectly, controlled by, controlling or under common control with such specified party, with "control" meaning, directly or indirectly, the power to direct or cause the direction of the management and policies of such legal entity, whether through the ownership of voting securities, by contract or otherwise. (j) "business day" means Monday through Friday, excluding bank holidays. (k) Any reference to tons or imperial tons on the Service Summary of this Agreement will be deemed in Canada to be a reference to metric tonnes.

11. RECYCLING SERVICES. The following shall apply to fiber and non-fiber recyclables ("Recyclable Materials") and recycling services. All Recyclable Materials must be clean, dry, unshredded, empty, loose and unbagged. (i) Single stream Recyclable Materials ("Single Stream") will consist of Customer's entire volume of uncoated office and writing paper, magazines, pamphlets, mail, newspaper; flattened, uncoated cardboard, paperboard boxes; aluminum food and beverage containers, tin or steel cans; glass, and rigid container plastics #1, #2 and #5, including narrow neck containers and tubs. Any material not specifically set forth above, including but not limited to foam, film plastics, plastic bags, napkins, tissue, paper towels, or paper that has been in contact with food, is unacceptable. Glass may not be accepted at all locations. Customer shall provide source-separated wastepaper, cardboard, plastics and metals in accordance with the most current ISRI Scrap Specifications Circular and any amendments thereto or replacements thereof. All other Recyclable Materials will be delivered in accordance with industry standards or such specifications communicated to Customer by Company from time-to-time. Company reserves the right, upon notice to Customer, to discontinue acceptance of any category of Recyclable Materials set forth above as a result of market conditions related to such materials and makes no representations as to the recyclability of the materials. (ii) Notwithstanding anything to the contrary contained herein, Recyclable Materials may not contain Special Waste, Excluded Materials or other materials that are deleterious or capable of causing material damage to any part of Company's property, its personnel or the public or materially impair the strength or the durability of Company's structures or equipment. (iii) Company may reject in whole or in part, or may process, in its sole discretion, Recyclable Materials not meeting the specifications. Customer shall pay Company for all increased costs, losses and expenses incurred with respect to such non-conforming Recyclable Materials which charges may include an amount for Company's operating or profit margin (collectively the "Cost"). Without limiting the foregoing, Customer shall pay a contamination charge for additional handling, processing, transporting and/or disposing of such non-conforming Recyclable Materials, Special Waste, Excluded Materials, and/or all of part of non-conforming loads and additional charges may be assessed for bulky items such as appliances, concrete, furniture, mattresses, tires, electronics, pallets, yard waste, propane tanks, etc. Collected Recyclable Materials for which no commercially reasonable market exists may be landfilled at Customer's Cost. (iv) Recycling Services are subject to a Recyclable Material Offset (RMO) charge to the extent that (a) Company's processing cost per ton, including costs of disposal for contamination, plus profit margin, exceeds (b) an amount equal to recyclables value per ton minus an amount for profit margin. The RMO charge, including profit margin, processing and disposal costs and recyclable value shall be determined by Company from time-to-time, in its sole discretion, based on applicable operating data and market information. If recyclables value exceeds processing costs, plus profit margin, a RMO credit may apply, at Company's sole discretion. (v) Where Company has agreed in writing to provide a market-based rebate to Customer, the following shall apply. Customer acknowledges that the market value for Recyclable Materials will fluctuate based upon various factors, and such materials may at times have no value or that the value may be negative. Company will establish the value of Recyclable Materials each month based upon such various factors, including but not limited to quantity, quality and location. For recycling services, Company shall pay or charge Customer on or about the last day of each month for Recyclable Materials accepted during the preceding month, after deduction of any charges owed to Company by Customer. Any invoice shall be payable upon receipt. Where recycling services are provided, charges may include separate fuel and environmental surcharges as set forth at www.wm.com. (vi) Notwithstanding anything to the contrary set forth above, the liquidated damages calculation set forth in Section 7 of this Agreement shall not apply to any Customer breach of the Agreement pertaining to Services for Recyclable Materials which have been determined by Company to have a positive value. If a breach occurs under such circumstances, the damages shall be determined by calculating actual damages rather than such liquidated damages. (vii) Service arrangements will be agreed upon between Customer and Company for the service location(s) set forth in this Agreement. For trailer load quantities, Customer shall load trailers to full visible capacity to achieve 40,000 pounds minimum shipping weight and trailers shall be loaded or caused to be loaded in accordance with the most current ISRI/AF&PA Shipping Guide. Freight and/or adjustments may apply to light loads. For baled wastepaper picked up by bale route service, the minimum quantity for pickup is six (6) bales and for purposes of payment, weights shall be estimated weights.

REQUEST FOR DECISION



Subject: CAO Appointment

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8K

Background: Lori Miller has been hired as the CAO for the Village of Rockyford. Council to appoint Lori Miller as the Chief Administrative Officer for the Village of Rockyford with all the powers, duties and functions of the position of Chief Administrative Officer in accordance with the Municipal Government Act, Chapter M-26, effective May 11, 2022

Options:

1. Council can approve the appointment of Lori Miller to the position of Chief Administrative Officer for the Village of Rockyford.
2. Council can defer the appointment of Lori Miller to the position of Chief Administrative Officer for the Village of Rockyford to a later date.

Strategic Relevance: N/A

Financial Implications: N/A

Communication: N/A

Recommendation: *THAT council discusses and makes a decision regarding the appointment of Lori Miller as Chief Administrative Officer.*

REQUEST FOR DECISION



Subject: Signing Authority – Lori Miller

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8L

Background: That council appoints Lori Miller as a signing authority for the Village of Rockyford.

Options: 1. Council can approve the appointment of Lori Miller as a signing authority for the Village of Rockyford.
2. Council can defer the appointment of Lori Miller as a signing authority for the Village of Rockyford to a later date.

Strategic Relevance: N/A

Financial Implications: N/A

Communication: N/A

Recommendation: *THAT council discusses and makes a decision regarding the appointment of Lori Miller as a signing authority for the Village of Rockyford*

REQUEST FOR DECISION



Subject: Appointment of Financial Auditor for Rockyford Library Board

Prepared By: Lori Miller

Council Meeting Date: May 11, 2022

Agenda Item: 8M

Background: That council appoints Jessica Whittle to carry out the financial audit for the Rockyford Library Board.

Options: 1. Council can approve the appointment of Jessica Whittle to carry out the financial audit for the Rockyford Library Board.
2. Council can reject the appointment of Jessica Whittle to carry out the financial audit for the Rockyford Library Board

Strategic Relevance: N/A

Financial Implications: N/A

Communication: N/A

Recommendation: *THAT council discusses and makes a decision regarding the appointment of Jessica Whittle to carry out the financial audit for the Rockyford Library Board.*



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Your Police – Your Future: Listening to Albertans



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EXECUTIVE SUMMARY

What we heard

Through the NPF's community engagement sessions and online surveys with Albertans we heard loud and clear that the majority do not want a new police service, and instead want to redirect that funding to prioritize improving the justice system, strengthening social services, and increasing police resources. Participants felt that these targeted investments would bring better and more immediate results to address crime within communities.

Background

In 2020, the Fair Deal Panel (FDP) recommended that the Government of Alberta consider transitioning away from the RCMP to an Alberta Provincial Police Service (APPS). The Panel's own survey showed that most Albertans do not support this idea, ranking it second last in terms of priorities for Alberta. Following the FDP recommendations, the Government hired PricewaterhouseCooper (PwC) in October 2020 to conduct a \$2 million report which was completed in spring 2021 and released publicly in November 2021, titled APPS Transition Study.

Since December 2020, the National Police Federation (NPF) has conducted three rounds of public opinion research through Pollara Strategic Insights which have consistently shown that only less than nine per cent of Albertans support such a transition. This research has shown that

Albertans do not want to pay for increased costs and instead want additional resources to be invested into the Alberta RCMP to continue to reduce and mitigate rural crime and more funding within the Alberta justice system to tackle the issue of repeat offenders.

Our community engagement

The NPF has been actively meeting with Albertans, stakeholders, and elected officials over the past year, all of whom have shared these same sentiments. Following the release of the APPS Transition Study, the Government continued to assert that the majority of Albertans supported such a plan: which is the exact opposite of Pollara's findings and what the NPF has heard. In response to this, the NPF undertook a community engagement tour of Alberta municipalities to both inform and hear from municipalities and residents on policing.

The KeepAlbertaRCMP Community Engagement Tour held meetings in 38 municipalities from Pincher Creek to Fort McMurray with five additional virtual sessions, and other meetings with stakeholders and organizations as requested by them. From the Community Engagement Tour, the NPF developed this report sharing what we heard from communities across the province and the questions they still want answered by the Government.



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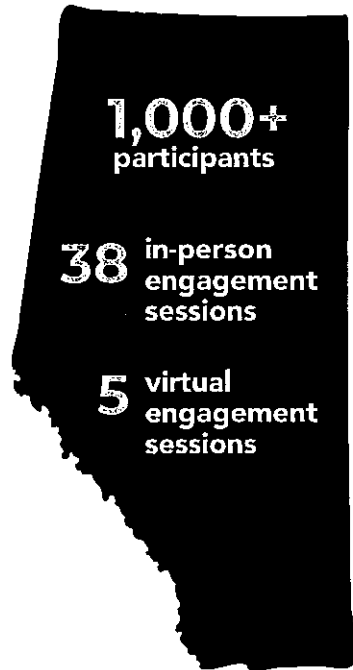
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WHO WE HEARD FROM

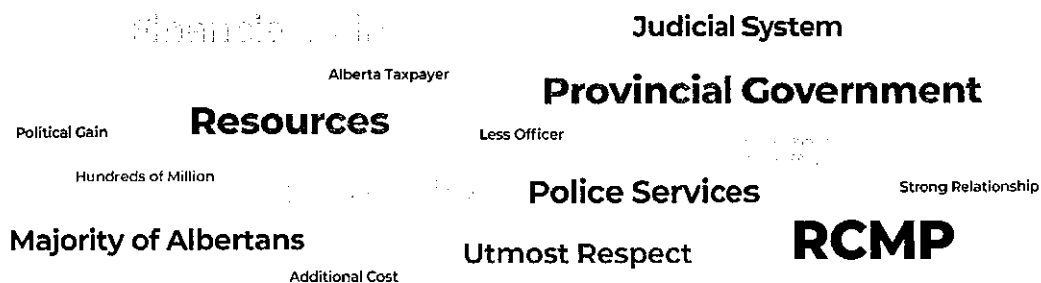


The KeepAlbertaRCMP Community Engagement Tour held public sessions throughout the province which were open to everyone. Significant social media ads, print and digital ads, and local radio commercials ensured that as many people as possible knew we were coming to their community and how to join. The NPF also held additional presentations with community groups, on request, such as Rotary Club and Rural Crime Watch, as well as presented to numerous First Nations Chiefs and First Nations members.

In addition to the public, Mayors, Reeves, Councillors, Members of the Legislative Assembly, and Members of Parliament attended these engagement sessions, as well as various other municipal officials and municipal employees. Many community organizations also attended our engagement sessions including Rural Crime Watch chapters, Citizens on Patrol chapters, and others who work to make the Alberta justice system safer and fairer for all.

WHAT WE HEARD

Survey respondents and engagement session participants shared a great deal about both the positive aspects of the current policing structure and the challenges they have experienced with policing in their community. Participant views, challenges, and their need for more information on the proposed police model are outlined in more detail in the following sections.



The image above captures the most used words in open-ended responses across all surveys. The size of the word corresponds with the relative frequency each word was used. “RCMP”, “money” and “resources” were the most frequently used words, followed by “financial pain”, “judicial system”, “great jobs” and “utmost respect”- indicating the predominance of these sentiments. It is important to note that in most open-ended responses, 86% supported keeping the RCMP. Statements most often reflected their concerns with transitioning to a new police service, while at the same time highlighting the great job and respect for the RCMP.



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[Keep Alberta RCMP](https://www.facebook.com/KeepAlbertaRCMP)

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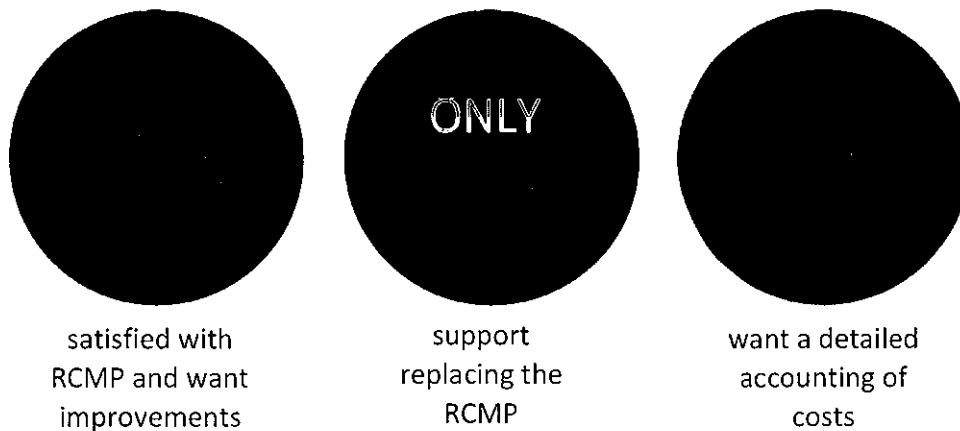


By the Numbers

Since October 2020, the NPF has conducted three rounds of research through Pollara Strategic Insights, October 2020 (W1), April 2021 (W2) and October 2021 (W3). The NPF also conducted an online survey during the same timeframe as the engagement sessions to gain feedback from those who attended and those who were unable to attend. This survey was open from January to March 31, 2022.

SURVEYS	Number of responses
Pollara October 2020 (W1)	1,300
Pollara April 2021 (W2)	1,228
Pollara October 2021 (W3)	1,221
NPF: Satisfaction of RCMP policing (2022)	672
NPF: Policing improvements within communities (2022)	739

Across all research conducted between 2020 and 2022, the graphic below demonstrates the average response to questions asked. See Appendix A for further analysis of the survey responses.



Municipal Support

In March of 2022, both of Alberta’s municipal associations, Alberta Municipalities (ABmunis) and Rural Municipalities of Alberta (RMA), passed resolutions opposing the Government of Alberta’s provincial police service transition proposal. Together, these organisations represent all the 300+ municipalities across Alberta.

ABmunis passed a resolution that “Alberta Municipalities strongly oppose the APPS models proposed in the PwC study and develop an advocacy and communications strategy to advance our position.

Further, that Alberta Municipalities urge the Government of Alberta to invest in the resources needed to:

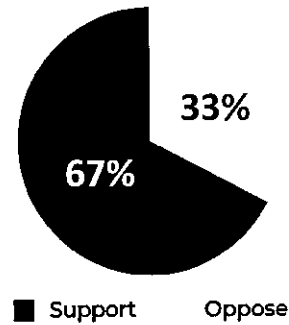
1. Address the root causes of crime (i.e., health, mental health, social and economic supports); and
2. Ensure the justice system is adequately resourced to enable timely access to justice for all Albertans.”ⁱ

RMA passed a resolution that “Rural Municipalities of Alberta request that the Government of Alberta not create an Alberta Provincial Police Service”.ⁱⁱ

ABMUNIS MOTION 2022

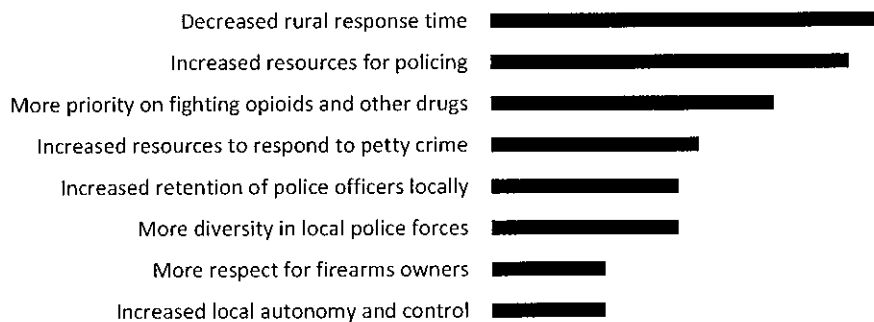
Support **144**
Oppose **34**

RMA RESOLUTION 2022



Priorities of Albertans

Top Priorities for Improving Policing



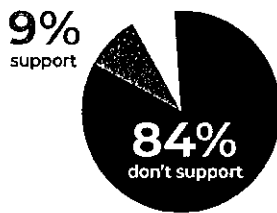
We know that there are improvements that can be made within the current policing model in Alberta. Through our surveys and during discussions at our engagement sessions and as noted above in the ABmunis motion, Albertans want the Government to decrease rural response time, increase resources for police and focus on fighting opioids and other harmful drugs that are on the rise within communities.

Key Themes

We heard about the positive aspects of the current policing model and of the challenges experienced by residents and communities. While some aspects of the discussions differed across the province, we heard overwhelmingly the same message: Albertans do not support a transition away from the RCMP.

During engagement sessions, two main issues continued to be raised: associated costs and impacts to public safety.

Albertans DO NOT SUPPORT replacing the Alberta RCMP



Participants also shared their frustration over the lack of basic information surrounding the potential transition from the Government. Many participants expressed that they had reached out to their local MLA and either did not receive a satisfactory answer or are still waiting for answers.

More specifically, Albertans noted that the challenges they face with the current policing structure are not just a result of policing, but a multitude of services that impact public safety including: the judicial system, lack of crown prosecutors, lack of community supports, reduction of mental health programs, and a need for better police infrastructure and resources - all of which the province oversees.

The following key themes emerged from the NPF's community engagement sessions:

1. Why is This Being Pursued?

Frequently asked questions

Why is the Alberta government continuing to pursue this?

What is so broken it must be replaced instead of fixed?

Who is going to benefit from this transition?

Many attendees questioned whether the Government was pursuing a new police service for motives other than public safety. This topic arose as residents pointed out that the Fair Deal Panel's findings through surveys of Albertans showed a lack of community support. Many continue to feel that this proposed transition is going to move forward, regardless of what Albertans want. Albertans want to ensure that public safety will not and can not be compromised for any political reason. Many people expressed that they did not feel consulted and were not heard by either the Government or their local MLAs.

Participants also questioned why the Government failed to conduct a review of the current services provided by the RCMP to identify where resources could be invested to improve the current police structure and associated costs of doing so.



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2. Costs

Frequently asked questions

Why isn't the Government investing this "extra" money to address the root causes of crime?

Why does the Transition Study seem to ignore the federal contribution?

Where is all this additional money going to come from?

How much will costs increase if transition timelines are delayed?

Throughout the engagement sessions and surveys, participants emphasized their concern surrounding additional costs associated with a potential APPS. Many felt that while the Transition Study was fulsome in some cost areas, there were many noted "unknown" costs or areas where more analysis would be needed to assess the full costs and impacts. This has left participants with more questions than answers.

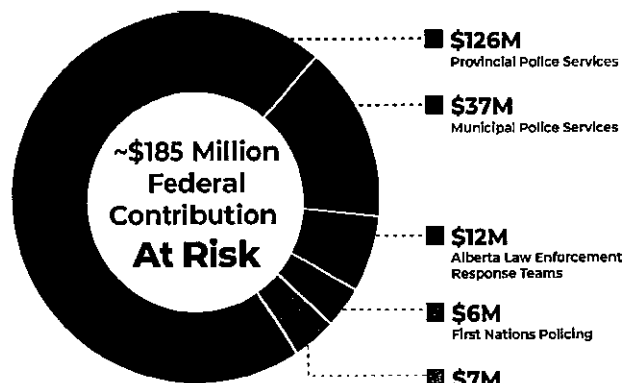
The most common question raised surrounding costs was "who is going to pay for this?" Attendees noted that the Government has stated that municipalities would not pay for the additional costs (+\$139 million per year, increasing with inflation) but has still not been able to state clearly to Albertans who would. We heard that participants felt that ultimately municipalities and taxpayers would be saddled with the increased costs and/or the fear that taxes would be raised.

"Municipalities cannot bear to have more of these (police) costs downloaded to them, especially if there's not proof that there will be increased levels of service."

– Sturgeon County Mayor Alanna Hnatiw
St Alberta Today (February 9, 2021)ⁱⁱⁱ

Costs continued to be the main concern amongst participants. Many found it hard to rationalize the proposed costs associated with an APPS and pointed out that the Transition Study noted that the APPS would be modeled after the RCMP. Many saw this as a waste of taxpayers' money which could be better spent in other ways to better address public safety in Alberta. Participants believed increased investments alone into policing will not fix rural crime, but instead a multi-pronged approach including hiring and retaining crown prosecutors and ensuring an end to the revolving door of the justice system would provide more immediate crime reduction.

We heard that some residents did not fully understand the current federal contribution that the federal government provides to the Government of Alberta to cover 30% of the policing costs for having the RCMP as the provincial police service. Many believed that the federal government would continue to provide the Government some money to cover policing costs.



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At the same time, participants felt the Transition Study was misleading because it didn't outline the Ontario Provincial Police or the Sûreté du Québec policing models and associated costs, which would be the best comparison to demonstrate potential costs for an APPS. Neither Ontario nor Quebec receive any federal contributions to cover their own provincial police services. This benefit is provided only to provincial partners who use the RCMP. Many participants also expressed that they felt the Government was not doing a great job at providing accurate information to MLAs on the topic, as some UCP MLAs had been telling their residents that the federal contribution would continue under an APPS model. During one of our sessions, a UCP MLA in attendance, also stated this misleading information. In addition, we also heard from some UCP staff who attended that they believed that the contribution would continue. Many attendees felt misled, frustrated, and expressed a lack of trust with the information being provided to them.

3. Oversight & Provincial Responsibility

Looking at the current state of policing in Alberta, there appeared to be some misunderstanding as to the role the Province plays in setting the priorities of the Alberta RCMP. Participants expressed that part of this confusion stems from false claims by the Province that the RCMP priorities are set by Ottawa.

During our engagement sessions we pointed to the various sections of the *Provincial Police Service Agreement* (PPSA), which outlines police services between the RCMP and the province, which state:

Article 6.1:

"The Provincial Minister will set the objectives, priorities and goals of the Provincial Police Service."

Article 6.3:

"The Provincial Minister will determine, in consultation with the Commissioner, the level of policing service to be provided by the RCMP..."

Article 18.1(e):

"Each fiscal year the Provincial Minister will...provide the Commanding Officer with the projected annual budget for the Provincial Police Service for the next fiscal year, as well as projected budgets..."

Did You Know?

Detachment Commanders hold townhalls regularly to get input from the general public in their communities around policing priorities, along with general discussions around community safety issues.

Some attendees found this helpful, while others still questioned why the Province would state otherwise. It was expressed that these two narratives are creating confusion amongst the public.

Municipal officials who attended the engagement sessions expressed appreciation for the hard work of Alberta RCMP Members and the difference they make in their communities. Municipal officials maintain direct and open contact with their local Detachment Commander through strong relationships. We heard that many municipalities utilize local advisory committees with their local RCMP as a way to express local concerns, identify crime trends, and to discuss and determine local priorities for the year. Many municipal leaders expressed fear that these strong



relationships would be lost through a transition, including local knowledge of crime trends and offenders.

“I believe that the town of Millet has great relationship with the local RCMP detachment and would not support their removal from the Province”

- Millet Mayor Doug Peel
The Wetaskiwin Times (Nov 3, 2021)^{iv}

4. Staffing and Training

Frequently asked questions

If Alberta has the money for a transition, why not use it to provide additional resources to the RCMP?

Where is the Government going to find that many officers in Alberta?

How would an APPS match the high-level of police standards of the RCMP?

How much would a training facility costs, and the staff needed?

We consistently heard about staffing challenges with the current policing structure and concerns about how an APPS would better address these challenges. Participants noted that there is a decline in police personnel within Canada, which does create staffing issues within the RCMP and can impact crime rates within their communities. However, many noted that the Transition Study does not outline this issue and how it would be able to recruit and train the number of officers it would need to fully staff a provincial police service.

Many participants questioned if the current Alberta RCMP Members would transfer over to a new APPS. However, some municipal leaders pointed out that in the Government consultations they attended, the provincial government was citing that they predict about 15% of the current Alberta RCMP would transition over. This flagged a further issue with attendees on how the Government would recruit the remaining ~2,500 officers needed to form an APPS. During the engagement sessions, the NPF outlined that most of the RCMP officers would continue to stay with the RCMP and transfer to other postings, as we have seen in other jurisdictions. We then heard attendees note that the Government is highlighting a potential APPS as being local officers from Alberta, and with recruiting challenges and most of the RCMP officers remaining with the RCMP, such a notion would be impossible.

“The RCMP are serving us well...I don't see a lot of positives to a provincial police force.”

- St. Albert Mayor Cathy Heron
St Alberta Today (February 9, 2021)^v

Another issue that was raised was that the current RCMP model allows for officers to move in and out of communities, which can be a challenge. While the current RCMP structure does move officers, most often these officers are relocated between communities within Alberta and not out of province. This still allows the community to benefit from the Member's Alberta crime knowledge. However, not all participants saw this as a concern and praised the model as it allows for officers with various expertise and backgrounds to come into the community; stops political influence of officers in communities; and if a municipality wishes to retain an officer there were avenues to obtain the officer for a longer contract.



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“Lethbridge County Council and a majority of other rural municipalities do not support this proposed transition to an Alberta Provincial Police Service.”

– Lethbridge County Reeve Tory Campbell
My Lethbridge Now (Jan 20, 2022)^{vi}

During our sessions we also heard that the RCMP has some of the highest training standards in the world and that a move to an APPS could jeopardize the quality of service they receive. The Transition Study also noted a two-tiered police model for an APPS with less fully trained officers. Many participants expressed huge concerns, especially in rural communities, on how this could negatively impact police services to some of the complex crimes they experience and how this would improve public safety and confidence in the police.

5. Improve, Not Replace

Communities across Alberta appreciated having both the NPF and the Government come to their community to discuss policing but felt that the conversation should not be about replacing, but instead on ways to improve the current policing model.

It was often repeated throughout the NPF engagement sessions that Albertans do not have an issue with the RCMP, but instead with the Alberta justice system that seems to create a revolving door for criminals to reoffend with little-to-no repercussion. Part of this problem comes from the shortage of crown prosecutors which communities want addressed first and foremost.

“The issue with rural crime is not about the police force, it's about the justice system not performing well”

– Edson Mayor Kevin Zahara
CBC Edmonton (March 9, 2022)^{vii}

We heard how the RCMP can better serve communities including better support for mental health calls, continuing to address rural response times, addressing delays in RCMP transfers, and increasing administrative help to ensure RCMP officers can be out on the streets instead of behind a computer.

6. Call for Consultation and Answers

Frequently asked questions

Why isn't the public allowed into the Government consultations?

How do we make sure our MLAs are listening to us?

Why is the Government pursuing this without consulting Albertans?

Since the release of the Transition Study, the Government has undertaken limited consultations with only municipal leaders and key stakeholders. The public was not allowed to attend and even had their participation revoked if they were invited by a municipal official. We heard repeatedly from participants that they do not feel properly consulted by the Government on this matter. They were frustrated that the only consultation that is open to the public is a proposed online survey. We also heard from many First Nation leaders that they were not consulted and grew frustrated with this proposal and lack of communication from the Government.

We heard that participants have written letters to their local MLA, but many have gone unanswered, or the response received was vague and did not answer the questions asked, but instead only received a templated response.



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Unanswered Questions

During our engagement sessions we heard a multitude of questions from participants that have gone unanswered by the Government. Albertans need answers to make an informed decision.

1. The proposed APPS transition will cost Albertans more than \$185 million/year in Federal contributions, plus more than \$366 million in transition costs. Where is this money going to come from?
2. With so many police departments struggling to recruit, and the Government assuming only 15% of Alberta RCMP would transition to an APPS, how do they plan to fill the other ~2,500 positions in just four years?
3. The Transition Study states that APPS officers would initially be trained in municipal training facilities (Calgary and Edmonton police services). Are these facilities prepared and equipped to train the ~2,500 officers needed?
4. The APPS report offers two models, with Model A offering half as many fully trained officers as the current Alberta RCMP. Why would the Government consider providing less than the current complement of fully trained police officers for rural Albertans, and for more money?
5. Why didn't the Provincial Government review the current Alberta RCMP police service model for how efficiencies could be made, and the cost to do so?
6. When will the Government be completing a true feasibility study to clarify the assumptions made in the Transition Study as recommended by PwC?

ABOUT THE NPF



The National Police Federation (NPF) is the sole certified bargaining agent representing ~20,000 Members of the Royal Canadian Mounted Police (RCMP) across Canada and internationally, including about 3,500 Members in Alberta. Certified in 2019, the NPF is the largest police labour relations organization in Canada. The NPF's mission is to provide strong, fair, and progressive representation to promote and enhance the rights of RCMP Members.



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APPENDIX A: Survey Results

The following charts display the results from the surveys conducted since October 2020 and show a cross comparison overtime of the responses to specific questions asked.

Table A1: Surveys

SURVEYS	Number of responses
Pollara October 2020 (W1)	1,300
Pollara April 2021 (W2)	1,228
Pollara October 2021 (W3)	1,221
NPF: Satisfaction of RCMP policing (2022)	672
NPF: Policing improvements within communities (2022)	739

Between January and March 31, 2022, the NPF conducted its own online survey at the same time as the NPF's engagement sessions to further collect information and feedback.

Figure A1: How satisfied are you with the RCMP's policing in your community? (4,421 respondents)

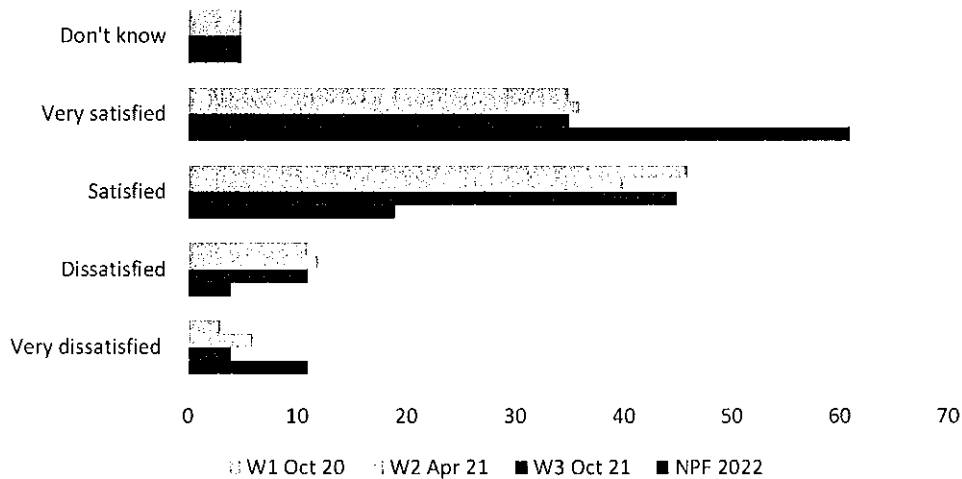


Figure A2: Before any changes to policing are made, there needs to be a detailed accounting of costs and impacts to service levels. (3,749 respondents)

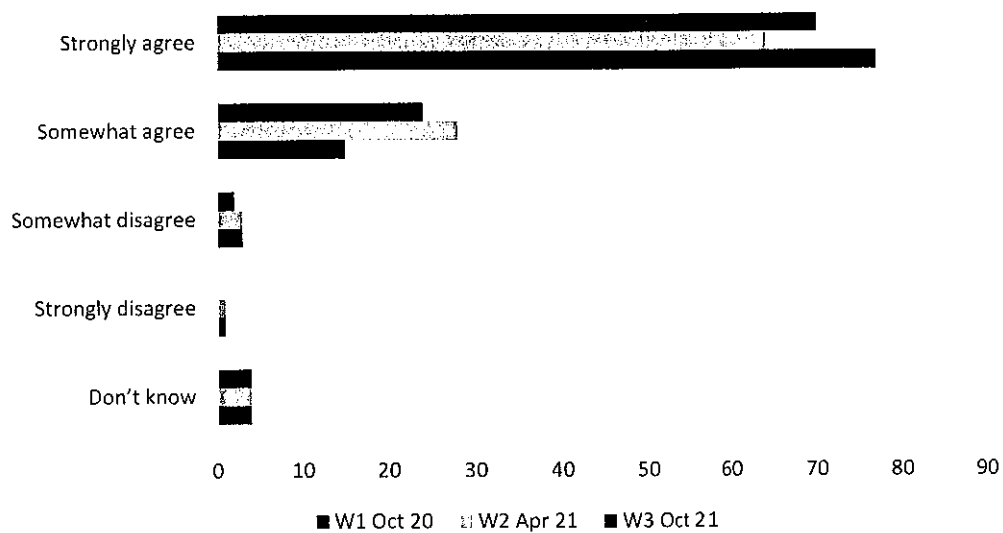


Figure A3: What is the most important improvement you'd like to see in policing in your community? (4,448 respondents)

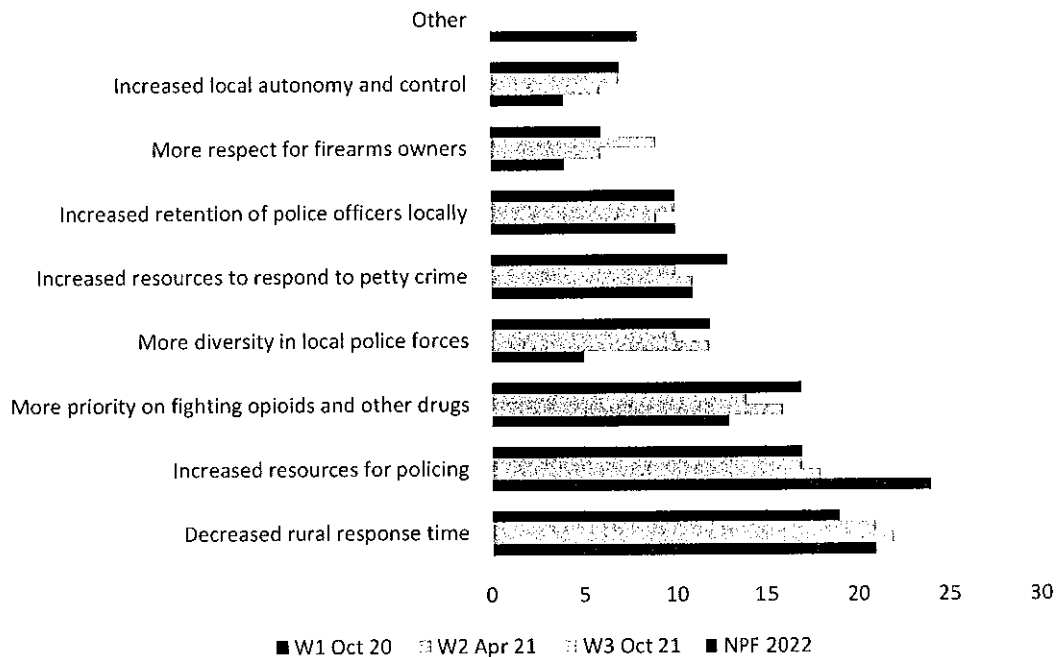
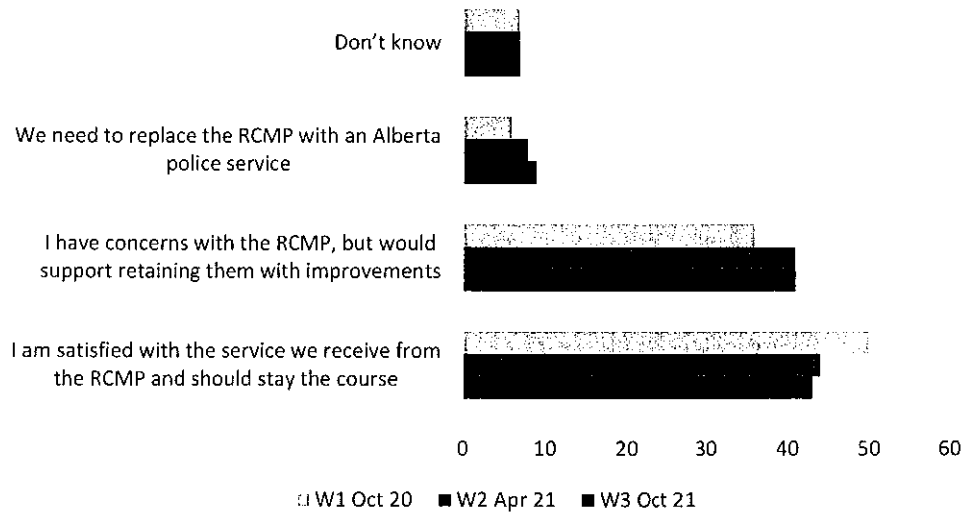


Figure A4: Which of the following statements best reflects your viewpoint? (3,749 respondents)



ⁱ "MLC Presentations & APPS position (RFD) now available." *Alberta Municipalities*. Mar 16, 2022.

<https://www.abmunis.ca/news/mlc-presentations-apps-position-rfd-now-available>

ⁱⁱ "Continued Support for the Royal Canadian Mounted Police in Alberta." *Rural Municipalities of Alberta*. March 15, 2022.

<https://rmaalberta.com/resolutions/4-22s-continued-support-for-the-royal-canadian-mounted-police-in-alberta/>

ⁱⁱⁱ Ma, Kevin. "Mayors cool to proposed Alberta police force." *St. Albert Today*. Feb 9, 2021, <https://www.stalberttoday.ca/local-news/mayors-cool-to-proposed-alberta-police-force-auma-heron-hnatiw-morishita-king-3358994>

^{iv} Max, Christina. "Local leaders not backing provincial police force idea." *The Wetaskiwin Times*. Nov 3, 2021,

<https://www.wetaskiwintimes.com/news/local-leaders-not-backing-provincial-police-force-idea>

^v Ma, Kevin. "Mayors cool to proposed Alberta police force." *St. Albert Today*. Feb 9, 2021. <https://www.stalberttoday.ca/local-news/mayors-cool-to-proposed-alberta-police-force-auma-heron-hnatiw-morishita-king-3358994>

^{vi} Siedlecki, Patrick. "Lethbridge County not in favour of Alberta scrapping the RCMP." *My Lethbridge Now*. Jan 20, 2022.

<https://www.mylethbridgenow.com/23621/lethbridge-county-not-in-favour-of-alberta-scrapping-the-rcmp/>

^{vii} French, Janet. "Bill overruling local mask laws 'a precedent we don't appreciate,' Alberta municipal leaders say." *CBC News*.

Mar 9, 2022. <https://www.cbc.ca/news/canada/edmonton/bill-overruling-local-mask-laws-a-precedent-we-don-t-appreciate-alberta-municipal-leaders-say-1.6379240>

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TO HELP US
CELEBRATE
FRIENDSHIPS
BEYOND
BORDERS //**

**// JUNE 3 & 4
2022 //**

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ASSOCIATION

**2022
CONFERENCE**

TABER



Town of Taber
A 4900 50th Street
403-223-5500
town@taber.ca
www.taber.ca

HOW TO REGISTER //

The Town of Taber can't wait to welcome you to sunny Southern Alberta! Please fill out the Conference Registration Form so we can be sure we save your place.

Registration deadline is May 6, 2022.

Registration fee includes one Friday evening reception ticket, and the entire Saturday schedule including breakfast, lunch & refreshment breaks.

HOTEL BOOKINGS //

**Heritage Inn Taber
403-223-4424**

Check in: 4:00 PM on
Friday, June 3rd

Check out: 11:00 AM on
Sunday, June 5th

Rate: \$76/night plus tax

Please mention the A/JTMA Conference to book.

// FRIDAY

JUNE 3, 2022

MEET & GREET RECEPTION

7:00 - 9:00 PM HERITAGE CONFERENCE ROOM

Meet your fellow conference members at our welcome reception, where we are showcasing the best of Japan and Southern Alberta together!

Enjoy appetizers marrying Southern Alberta meat and produce with a Japanese flair while sampling sakes and green teas. The Town of Taber is honoured to welcome Sake Gami Corp and Matsu Kaze Tea for the tastings. A cash bar will also be available for guests.

Attendees will also get to experience a traditional sake barrel ceremony!



// SATURDAY

JUNE 4, 2022

AGENDA:

Rise & Shine:

- 7:00 AM: Breakfast
- 8:00 AM: Parade of Flags & Opening Remarks
- 8:15 AM: National Anthems of Canada and Japan

A/JTMA Conference

- 8:20 AM - 12:00 PM: We are honoured to welcome a number of speakers interspersed with entertainment to keep things lively! Speakers include the Consul General of Japan in Calgary, David Tanaka (Experiences of Japanese Canadians in Southern Alberta), Michelle Day (Nikka Yuko Japanese Garden) and Doug Emek (Taber-Notogawa Friendship Society)

Afternoon & AGM

- 12:00 PM: Lunch
- 1:00 PM - 2:00 PM: Society Reports
- 2:30 PM - 4:00 PM: A/JTMA Annual General Meeting and Passing of Gavel

Conference Concludes

2022 AJTMA CONFERENCE REGISTRATION FORM

ALBERTA/JAPAN TWINNED MUNICIPALITIES ASSOCIATION CONFERENCE

June 3rd & 4th, 2022

TABER, AB

HERITAGE INN CONVENTION CENTRE

REGISTRATION DEADLINE: May 6, 2022 at 4:30 PM

REGISTRATION FEE INCLUDES FRIDAY EVENING RECEPTION, SATURDAY CONFERENCE & ENTERTAINMENT, BREAKFAST & LUNCH, AS WELL AS ALL REFRESHMENT BREAKS

NAME: _____ ORGANIZATION: _____

ADDRESS: _____ CITY / TOWN: _____

POSTAL CODE: _____ PHONE: _____ EMAIL: _____

Will you have guests from your twinned municipality attending this conference? YES _____ NO _____

If so, please indicate: NAME OF TWINNED MUNICIPALITY: _____

How many are attending from the twinned municipality? ** _____ **

Do you or any guests have any special dietary requirements? _____

***For nametags, we would appreciate you sending the names of each attendee to conference@taber.ca*

FEES:

Full conference registration (per person): \$120.00

Extra Friday Meet & Greet Reception Tickets: \$20 x _____

TOTAL: _____

HOTEL BOOKINGS:

We have secured 50 rooms at the Heritage Inn in Taber for guests of the conference at the nightly rate of \$76.00. Rate is valid for the arrival date of June 3rd and check out date of June 5th. Please call the hotel directly at 403-223-4424 to book, and mention the Alberta-Japan Twinned Municipalities Conference. Rooms booking cutoff date is May 12th, 2021.

Please make cheques payable to the Town of Taber and mail to A 4900 50th Street, Taber, AB, T1G 1T1

If you require an invoice for your records, please email us at conference@taber.ca and we will be happy to accommodate that request.



TOWN OF
TABER

OFFICE OF THE MAYOR

A - 4900 50 ST TABER, AB CANADA T1G 1T1
TELEPHONE: (403) 223-5500 FAX: (403) 223-5530

April 20, 2022

File: 100-G03

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 Street
Edmonton, Alberta T5J 2Y2

Dear Utilities Commission,

RE: Increasing Utility Fees

Please accept this correspondence as a letter of support in addition to the correspondence you have already received from the Town of Fox Creek, dated March 23, 2022.

The Town of Taber joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private spheres, and we are urging the Commission to take serious note of the concerns herein.

Over the past two years, residents of both Taber and the province have felt the ever-increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines.

It is important to note that the rising costs are not just impacting residents, but non-profits, small businesses, and commercial industries. Many of the aforementioned are in jeopardy of closing or forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased private profits as has been noted in the media lately. In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless the Commission takes swift action. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside the Town of Fox Creek, the Town of Taber is urging the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making off of our residents and Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Sincerely,

Mayor Andrew Prokop

Cc: Town of Taber Council
Mr. Grant Hunter, MLA
Alberta Municipalities
Town of Fox Creek



May 2, 2022

Dear Mayors,

Please find enclosed the Value of Your Investment report from Marigold Library System. Marigold is requesting that this information be put on your council agenda as correspondence.

The Value of Your Investment outlines Marigold-provided library services and benefits that positively impact residents in your community. Imagination and experiences, ideas and inspiration are discovered through public library services and resources. Children can access thousands of picture books to enhance early literacy, residents can learn a new language, skill, craft, or explore their genealogy and newcomers can build confidence and resiliency. Residents of all ages have access to technologies and high-speed Internet that connect them to the community and beyond.

As a member municipality in Marigold, residents in your community receive numerous benefits through Marigold member libraries and other Marigold-supported services.

Below is a summary of those benefits:

1. Access to a TRAC library card that can be used in all Marigold member libraries, along with all the benefits that come with the TRACpac app and online services.
2. Access to collections for browsing and check-out in member libraries. These collections in many formats are continuously refreshed and tailored to community needs and interests.
3. Access to resource sharing that allows cardholders to view and place requests for over 3.2 million items in the TRAC bibliographic database. These requests are delivered to a convenient Marigold library for pick-up and check-out by cardholders.
4. Access to mail services and Library Lending Lockers for TRAC cardholders.
5. Access to digital resources purchased by Marigold and TRAC, as well as those digital resources and collections provided by the Province of Alberta.
6. Access to computers and online services such as Internet access and Wi-Fi in Marigold member libraries.
7. Access to computer software such as MS Word, Excel and PowerPoint.
8. Access to equipment, kits and games that are loaned to member libraries for public programs.
9. Access to modern public library services that are facilitated by the many supports and services that Marigold provides to its member libraries.
10. Access to websites and social media for information about library services and library news.
11. Access to network and IT services to upgrade and maintain computer equipment and technologies in member libraries so that all member libraries and cardholders have access to current technologies.

Access to in-person borrowing at libraries outside of Marigold and TRAC is possible with a current TRAC library card and by registering this library card number with the MELibraries website, which is a service of Alberta's Public Library Network.

Marigold Library System thanks you for your support. Please contact CEO Michelle Toombs or me if you have any questions.



Sincerely,

Laura Taylor
Deputy CEO

Enclosure

2021 Value of Your Investment

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 2021.

	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 \$89,114.14

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 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 2021 annual investment for IT and Network Support is \$299,000. This 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	\$1,500.00
IT HELPDASK, TROUBLESHOOTING & CONSULTATION	\$8,318.12
IT EQUIPMENT, SOFTWARE & LICENSING PURCHASES, WIRELESS & MAINTENANCE - \$50,000 replacement cost	\$12,444.01
SUPERNET/INTERNET CONNECTION	\$280.55
POLARIS LIBRARY SOFTWARE - \$950,000+ to replace Polaris	<u>\$2,402.84</u>

\$24,945.52

Materials and Digital Content

The collection distribution schedule in 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 collections including eBooks & eAudiobooks, eMagazines, music, newspapers, early literacy resources, training videos, school curriculum support, and much more.

Note: Marigold's annual investment of \$1,256,793 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	\$608.30
AV SUPPLEMENTARY COLLECTION	<u>\$857.70</u>
Digital Content -	
DIGITAL SUBSCRIPTION ACCESS (\$320,000/year)	\$8,150.52
eBOOK/eAUDIO PLATFORMS - OverDrive and Cloud Library (Over \$1 million invested in OverDrive and Cloud Library)	<u>\$1,872.09</u>
	<u>\$15,564.11</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 \$60,000 annually in bibliographic tools and resources to aid in the creation of cataloguing records.

\$9,564.27

Professional Consultation

Marigold provides in-person, videoconference, email and telephone consultation for member library staff and board members by Marigold's 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.

\$18,177.15

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 \$48,000 annually for insurance coverage.

\$802.56

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. In 2021, Marigold staff provided many virtual training opportunities for library staff and trustees including the Marigold Library System Conference.

TRAINING SUPPORT	\$1,668.86
TRAINING SESSIONS & BOARD DEVELOPMENT - valued at \$200/session	\$200.00
MARIGOLD LIBRARY SYSTEM CONFERENCE	\$410.88
	<hr/>
	\$2,279.74

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 2021.

\$7,799.21

Administrative Costs

Staffing, facility and resources are in place to support member libraries: human resources and financial management; Board 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.

\$663.60

Purchasing Program

Through Marigold's long-standing vendor accounts and participation in the Public Purchasing Group (PPG), Marigold is able to provide bulk discounts on collection items, office supplies, IT equipment, furniture and processing supplies required for the daily operation of your library. Marigold purchases items at request of library staff, receives and delivers the items to the library, and then invoices the library. A total value of \$136,901.73 was purchased on behalf of member libraries.

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.

\$3,019.45

Services and Programs

- Materials, prizes and support for STEAM programming and the national TD Summer Reading Program including administrative support by Consultants and the summer student. In 2021, 20 virtual and in-person programs were delivered to 128 participants. Several craft and storytime videos were created and made available on Marigold's YouTube channel.
- 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 2021, several webinars and tutorials were made available to staff, including Keep it Fun! Engage Youth in Your Community with Book Clubs.
- 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.

\$1,386.64

\$811.89

\$2,198.53

TOTAL value of services provided by Marigold

\$89,114.14

TOTAL levy payments from municipality with library board

\$3,393.84

Marigold Libraries are Thriving. In 2021:

172 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

Across Marigold...

110,331 people/families have a library card

328,565 eBooks borrowed

1,685,492 items loaned to Marigold cardholders

4,727 programs with **88,760** participants

1,184,272 items loaned and borrowed between libraries

3.2+ million items available in TRACpac online catalogue

12+ million visits to the online library catalogue

Council Committee Report
April 2022
Darcy J. Burke

Wademsá

- Union Negotiations are restarted with a proposal moving forward to union to end binding arbitration

WFCSS

- 39 Good Food Boxes were distributed for April
- Financial Reports were presented
- Chair thanked Crystal and Angie for their continued efforts in Lynn's absence
- 68 attended the Women's Conference
- Completed 80 CVITP
- Board requested that Crystal keep updating the chair regularly and monitor work load and at this point WFCSS will be in a "holding pattern"

Three Village Meeting

- Closed Session

WHMB

- Attended as ex officio, report as per Councillor Smith

May village of Rockyford council report
By Bill Goodfellow

Mtg attended

April 5 special 3 village mtg

April 13 council mtg

April 21- DDSWMA - Leah smith attended for me

April 21 - W housing with Leah and Darcy

April 26 - hallboard

Council for Leah Smith

April 4th 2022 Village interviews

April 5th 2022 village special meeting

April 9th 2022 community futures wildrose strategic plan and regular meeting

April 11th 2022 3 village meeting

April 11th 12th and 13th 2022 ASCHA convention and AGM

- I attended meetings and breakout sessions lots regarding new initiatives in seniors healthcare as well as new legislation.
- For the convention part seen lots of new innovation in technologies for seniors lodging
- Had a session with Minister Pon

April 13th 2022 village regular meeting

April 14th 2022 WHMB Regular meeting

- We had Glenn Kester rejoin the board has a Hospice alternative

April 21st 2022 drumheller solid waste

- New chair and management will be looking at all policies and Reassessing for the board to function better

April 21st 2022 WHMB special meeting

- Re looked at requisitions. Have rescinded previous requisition and sent out new.

Council Reports Tyler Henke
April 2022

April 5
Special meeting
Swearing in of new councillor, draft offer to new CAO

April 13
Council Meeting

April 14
Ag Society meeting
Moved to April 13, conflicts with council meeting, no one able to attend from council

April 30
Marigold Library System meeting

- John Getz named as Board Chair as current chair is retiring
- Cost of new building will be approx \$800k under budget
- Grand opening has not been scheduled for Marigold Library System
- Requires review and vote on approving Schedule C rate updates (letters sent to mayors previously)

CAO Report – May 11, 2022

- April 11-13 Training with Elaine, familiarize myself with the layout of files in the computer, research role of CAO, download CAO handbook for Alberta.
- April 21 Complete minutes of April 13 meeting.
Spent the afternoon at the campground with Martin to supervise cleaning by the teens who vandalized the bathroom.
- April 22 Respond to emails, forward to Darcy.
Enroll in DEM training to be held May 26th at the Hanna firehall, look into prerequisite courses, BEM, ICS100 – sent email to sign up for courses
Sign up for MuniSoft training
Read through some of the Village bylaws
Cory was in to do shredding
Watch County of Wheatland council meeting from April 19th
Revisions to minutes
- April 25 email to WRC re: waterline leak at shop
Place ad for summer student
Make poster for street sweeper, post to Facebook, website, and put up at post office, store, bank and on Village door.
Read through CAO handbook
Researched LGAA Effective Writing for Briefings & Email – online course full
Emailed signed summer student funding
Printed and read through municipal affairs acronyms
Draft letter re: Canadian Badlands documents
- April 26 Reading MGA
Signed quote from Tim's Glass to get windows ordered for Prairie Ridge Park
Read through minutes from previous 2022 meeting to familiarize
Cory was in to complete shredding
Fielded campsite questions, booking, payments
- April 27 Go over campground booking process with Tara, from onset to receipting
Had Tara show me how to retrieve voicemail
Tara showed me the key sign out sheet
Post Day of Mourning on Facebook, website and distribute to store and post office. Post on front door of Village office.
Update minutes per direction from Elaine
Go over how to complete a bank deposit with Tara
Update Facebook, sign on door re: WREMP meeting
- April 28 Randy Tiller with Alberta Emergency Management stopped by to introduce himself and brief me on what this is about
Went to pumphouse for site meeting, re: leak in water line
Spoke with Bright from Municipal Affairs re: letter from 2 Villages
Look through infrastructure book to see if lines by pumphouse documented
Review dog bylaw as resident called about someone tormenting her "restricted" dog, found Section 17 – "No person shall tease, torment or annoy an animal"
Called Yvette to update on response to be expected from Minister McIver
Research collection agencies and how they work

Researched our dog bylaw for fine for unlicensed dog – re: village resident
 Left message for village resident requesting callback re: \$1900 outstanding from
 unpaid campground fees
 Left message for campground resident about condition of his campsite and payment
 for campground, in arrears \$3800

April 29 Search for land use map on computer for email request. Could not find copy so took a
 picture of map in front office to send
 Digging still underway at pump house to find leak
 Booking MuniSoft courses
 Looking for correspondence from Wheatland County per request from Darcy
 Go through payables list/invoices for cheque run

May 2 Tree falling down at community center. Martin was able to pull it down so it's not a
 hazard. Martin has contacted a company to come look at the condition of the trees and
 advise.

May 3 Pull letters from previous meeting for signatures
 Call Drumheller courthouse re: where to send letter to judge (per Elaine)
 Print letter & attachments for signature
 Go through agenda to make corrections per direction from Elaine
 Compare application for development permit to Land Use Bylaw
 Find legal land description (Elaine informed me it is owned by the company not personal)
 Attend WREMP meeting at Wheatland County Office, ECC room from 12-3 pm
 Partnership agreement approved by Wheatland Council with minor wording changes.
 Mike will deliver original for signatures.

May 4 Work on agenda/RFD's
 Post water notice on Facebook
 Draft letter to commercial landowner for Elaine to look over prior to sending
 MuniSoft training – Balancing 1-2:30pm
 Contacted owner of 6 plex to find out what unit the village resident with unlicensed dog
 occupy.
 Left message with Bylaw Enforcement asking that they fine village resident for not having
 a dog license.

May 5, 2022 Put papers in order for agenda to make sure I'm not missing anything
 Sent village resident info to collection agency

May 6, 2022 Printing and organizing agenda items for uploading
 Corrections to agenda items per instruction from Elaine.
 Voyent Alert training.