

VILLAGE OF ROCKYFORD
AGENDA REGULAR COUNCIL MEETING
December 14, 2022
Council Chambers
110 Main Street, Rockyford, AB
7:00 p.m.

1. CALL TO ORDER
2. ADOPT AGENDA
3. PUBLIC WORKS REPORT
4. DELEGATIONS
 - A. Palliser Regional Municipal Services – Subdivision application – Opacak/Araujo
 - B. Odo Melcher -thank you
 - C. Lockey Poitras – request for interest charges to be waived
5. ADOPT MINUTES
 - A. Minutes from November 9, 2022, Regular Meeting
 - B. Minutes from November 24, 2022, Special Meeting
6. FINANCIAL REPORTS
 - A. Bank Reconciliation November 2022 – Village
7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES
8. NEW BUSINESS
 - A. Interim Spending 2023
 - B. Holiday Hours
 - C. Budget Meeting Date
 - D. Wheatland Regional Corporation – request for payment to Wheatland County
 - E. Mower Options
 - F. Marigold Updated Insurance Amendment
9. CORRESPONDENCE
 - A. Municipal Affairs – 2022/23 Fire Services Training Program Grant
 - B. Rural Renewal Program – Regional Collaboration – Alberta Community Futures
 - C. Southern Alberta Energy from Waste Association
 - D. Palliser Regional Municipal Services Board of Directors’ Meeting minutes
 - E. Thank you from Mitchel and Amie-Anne Kathol
10. OTHER BUSINESS
11. ACTION ITEM LIST REVIEW
 - A. Operating budget updated to November 30, 2022
 - B. Ground level measurement from manhole to sewer pipe – 80”
 - C. Level Meter Transmitter – ordered after last meeting, 6 week delivery so probably not completed until the new year.
 - D. Order in Council 346/2022 – no further updates from Jennifer Chapelsky, waiting for clarification of items
 - E. Subdivision endorsement paperwork sent to land titles office
12. CLOSED SESSION
13. OUT OF CLOSED SESSION MOTION
14. REPORTS
15. ADJOURNMENT

Nov public works report

1. Cleaned and pressure washed CG bathroom.
2. Put up Christmas lights.
3. Shut power off to site 29 derilict trailer.
4. Put sanding unit back on ford.
5. Changed filters on gym heater.
6. KMW out to repair office furnace.
7. KMW hooked up humidifier in office that was not hooked up at installation.
8. Snow removal.
9. Sanding intersections.
10. Raptor out started install of cameras at shop.
11. Urinal at PRP not shutting off Carbon plumbing out to repair.
12. Quotes coming from Trochu motors on Kubota.
13. Replaced battery on sanding unit.
14. Ford in to D alta for door repairs.

Lori Miller

From: Village of Rockyford
Sent: Wednesday, November 23, 2022 8:50 AM
To: Lori Miller
Subject: FW: Proposed Subdivision File No. 59/006, PRMS # 2022-28, Village of Rockyford - Portion of Lot 17, Block 6, Plan 7531 CN all within the NW 1/4 Sec. 22-26-23 W4M, App: Hrvoje (Hrv) Opacak & Bruna Araujo David

Attachments: 59-006_landTitle.pdf; 59-006_RPR.pdf; 59-006_TentativePlan_AirPhoto.pdf; File59_006_OrigSketch1.pdf; 59-006_Prelim_Sub_Report.pdf; 59-006_Muni_Recommendations.pdf; 59-006_SubAppShort.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Tara Kathol

Administrative Assistant
Village of Rockyford
403-533-3950

From: Garry Wilson <gwilson@palliserservices.ca>
Sent: November 19, 2022 5:28 PM
To: cao.rockyford@gmail.com
Cc: Village of Rockyford <village@rockyford.ca>
Subject: Proposed Subdivision File No. 59/006, PRMS # 2022-28, Village of Rockyford - Portion of Lot 17, Block 6, Plan 7531 CN all within the NW 1/4 Sec. 22-26-23 W4M, App: Hrvoje (Hrv) Opacak & Bruna Araujo David

Good afternoon Lori Millar

Please find attached is the subdivision report and recommendations provided by our office with respect to the above noted file. Also attached is the supporting documents for presenting to the Village's MPC/Council for review of the proposal. Please let us know if you would like someone from PRMS to present the subdivision file along with the date and time. If you do not need someone from Palliser in attendance and the application is reviewed by your MPC, please complete the form "Municipal Recommendation for Proposed Subdivision" and return to our office so that the notice of decision can be provided to the applicant as soon as possible due to the time restrictions provided by the MGA.

Please contact me if you have any questions.

Garry Wilson
Municipal Subdivision Planner
Palliser Regional Municipal Services
1-877-854-3371





LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0011 317 088 7531CN;6;17 221 172 184

LEGAL DESCRIPTION

PLAN ROCKYFORD 7531CN
BLOCK SIX (6)
THAT PORTION OF LOT SEVENTEEN (17) WHICH LIES SOUTH WEST
OF THE NORTH EASTERLY TWO HUNDRED AND FORTY NINE AND
THREE TENTHS (249.3) FEET OF THE SAID LOT SEVENTEEN (17)
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ATS REFERENCE: 4;23;26;22;NW
ESTATE: FEE SIMPLE

MUNICIPALITY: VILLAGE OF ROCKYFORD

REFERENCE NUMBER: 071 180 738

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION

221 172 184	17/08/2022	TRANSFER OF LAND	\$221,500	CASH & MORTGAGE

OWNERS

HRVOJE OPACAK

AND

BRUNA ARAUJO DAVID

BOTH OF:

110-2 AVENUE E

ROCKYFORD

ALBERTA T0J 2R0

AS JOINT TENANTS

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
221 172 184

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
061 450 836	30/10/2006	MORTGAGE MORTGAGEE - ROYAL BANK OF CANADA. 5104 DONNELLY CRESCENT REGINA SASKATCHEWAN S4X4C9 ORIGINAL PRINCIPAL AMOUNT: \$119,352
221 172 185	17/08/2022	MORTGAGE MORTGAGEE - ATB FINANCIAL. 109 100 RANCH MARKET STRATHMORE ALBERTA T1P0A8 ORIGINAL PRINCIPAL AMOUNT: \$218,842

TOTAL INSTRUMENTS: 002

PENDING REGISTRATION QUEUE

DRR NUMBER	RECEIVED DATE (D/M/Y)	CORPORATE LLP TRADENAME	LAND ID
D0052XN	06/06/2022	FIRST CANADIAN TITLE COMPANY LTD. 800-757-2249 CUSTOMER FILE NUMBER: SD220083458RBC	
001		DISCHARGE	0011 317 088

TOTAL PENDING REGISTRATIONS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 22 DAY OF AUGUST, 2022 AT 10:20 A.M.

ORDER NUMBER: 45230336

CUSTOMER FILE NUMBER: 17604



END OF CERTIFICATE

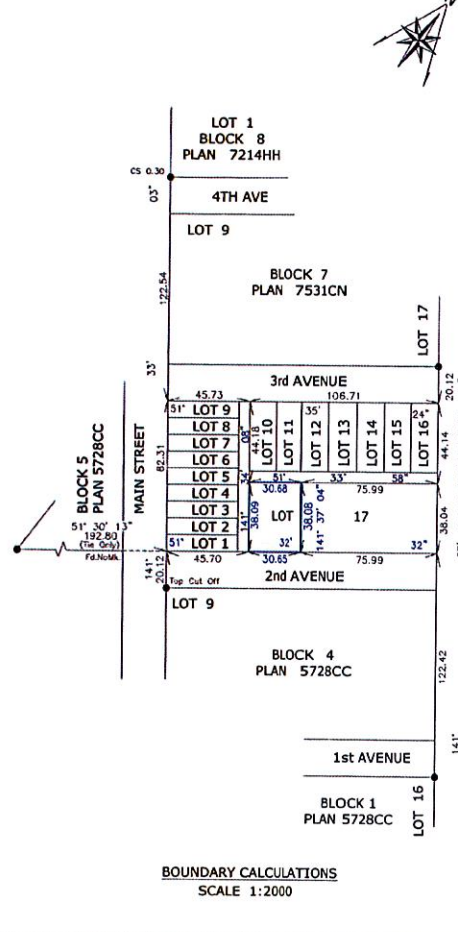
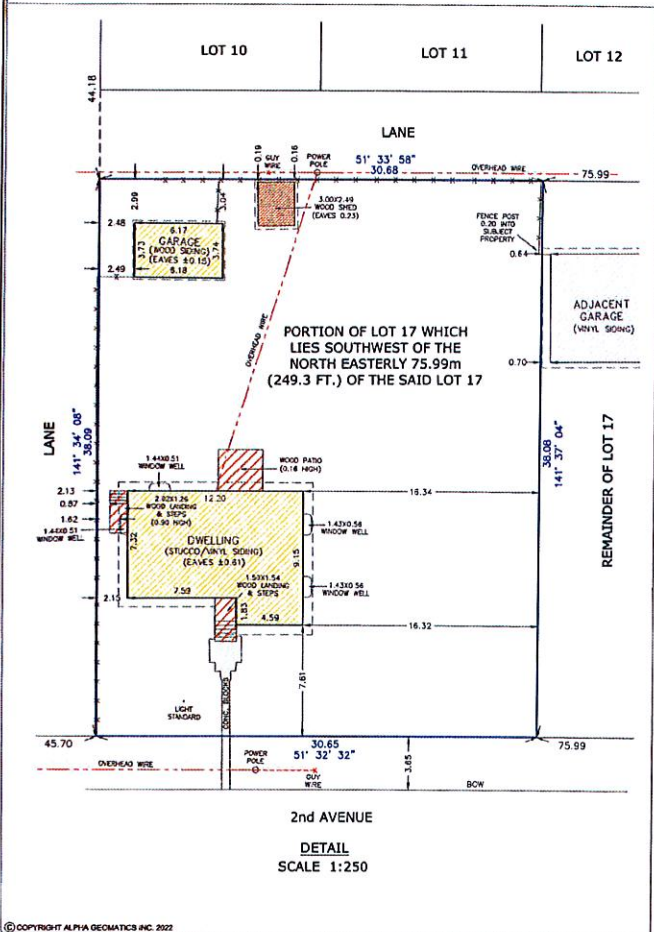
(CONTINUED)

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

IF MORE INFORMATION IS REQUIRED ON A PENDING REGISTRATION WHERE THE CONTACT INFORMATION DISPLAYS N/A PLEASE EMAIL LTO@GOV.AB.CA.

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



LEGAL DESCRIPTION: LOT PORTION OF LOT 17 BLOCK 6 PLAN 7531CN	MUNICIPAL ADDRESS: 110 - 2 AVENUE EAST VILLAGE OF ROCKYFORD, AB
TITLE NUMBER: 071 180 738	CLIENT: GINETTE BRODEUR
DATE SEARCHED: MAR. 17, 2022	285011 LUTHER ROSE BOULEVARD ROCKYVIEW COUNTY, AB
SURVEYED ON: MARCH 8, 2022	

ALBERTA LAND SURVEYOR'S CERTIFICATION:
I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Alberta Land Surveyors' Association's Manual of Standard Practice and supplements thereto. Accordingly, within those standards and as of the date of this Report, I am of the opinion that:

- the plan illustrates the boundaries of the Property, the improvements as defined in Part D, Section 8.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, and registered easements and rights-of-way affecting the extent of the title to the Property;
- the improvements are entirely within the boundaries of the Property;
- no visible encroachments exist on the Property from any improvements situated on an adjoining property; and
- no visible encroachments exist on registered easements or rights-of-way affecting the extent of the Property.

PURPOSE OF REPORT:
This Report and attached plan have been prepared for the benefit of the Property owner, subsequent owners, and any of their agents for the purpose of (a) submitting to the municipality for a compliance certificate, etc.). Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the Property have been shown on the attached plan, unless shown otherwise, properly corner markers have not been placed during the survey for this Report. The attached plan should not be used to establish boundaries (e.g., for fencing) because of the risk of misinterpretation or measurement error by the user. The information shown on this Report reflects the status of this Property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements because subsequent development changes on the property will not be reflected on the Report.

NOTES
Property is not subject to any surface related Encumbrances, Liens and Interests.

Distances are expressed in metres and decimals thereof. All eaves are measured to the line of fascia. All building dimensions and ties are to the foundation. All ties are perpendicular. All fences are within 0.2m of the property lines unless otherwise noted.

Property Lines and 91' 14' 32" dimensions:	BOW.....Back of Walk
Right of Way Lines:	BOC.....Back of Curb
Statutory Iron Posts Found:	LOG.....Line of Gutter
Fences:	Re-est.....Re-Established
Eaves:	U.R.W.....Utility Right-of-Way
	M.A.R.W.....Maintenance Access Right-of-Way

Dated at Calgary, Alberta on March 13, 2022.

[Signature]



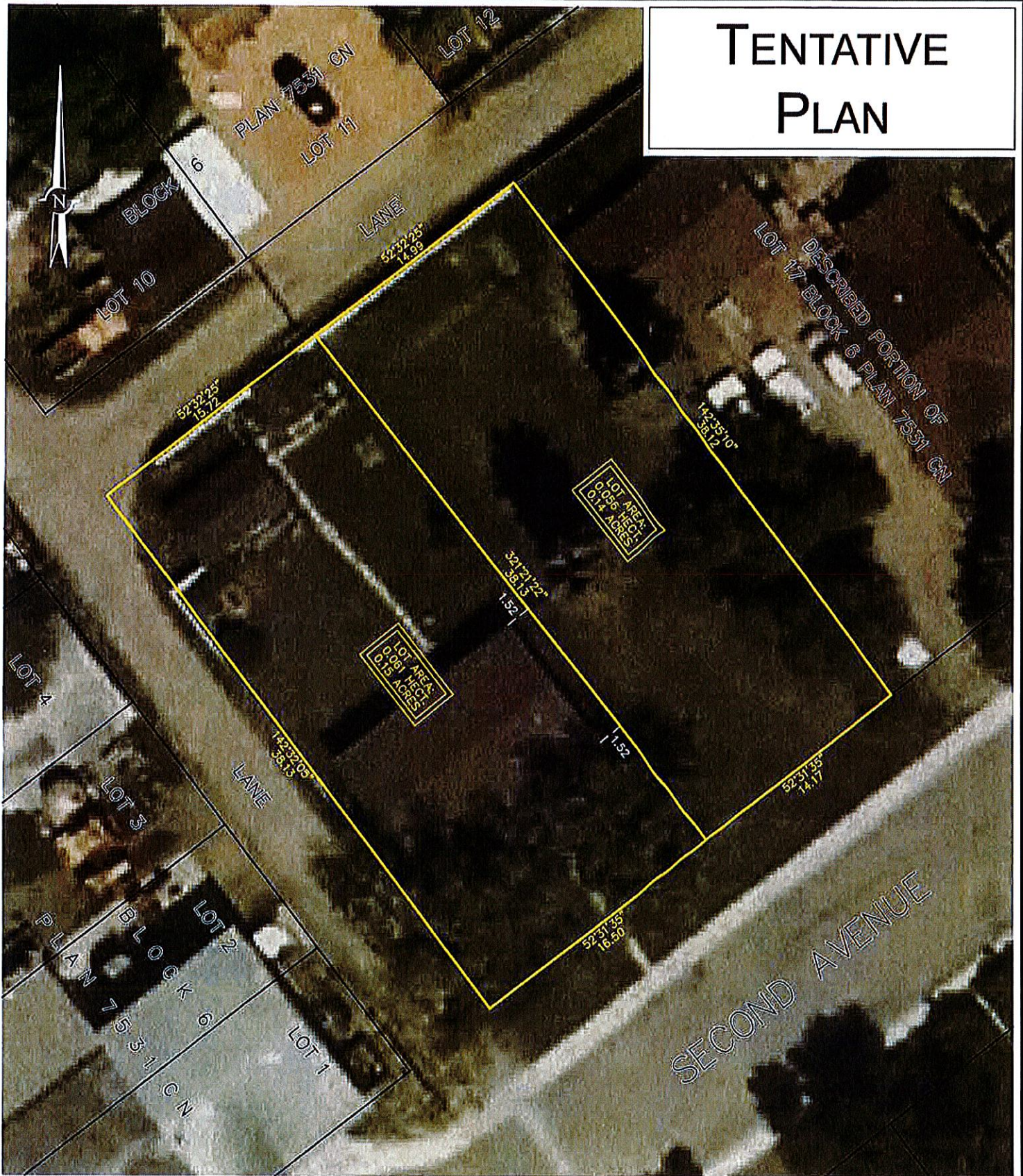
© K. Shoemaker, Alberta Land Surveyor, 2022.
This document is not valid unless it bears the original or digital signature of an Alberta Land Surveyor and Alpha Geomatics permit stamp.

ALPHA GEOMATICS INC.
7 DALCASTLE WAY NW
CALGARY, AB T3A 2N4
Ph: 403.891.2252
email: info@alphageomatics.ca

SCALE: 1:2000 DRAFTED BY: KJS CHECKED BY: KJS
DRAWING DATE: 2022-03-13 FILE: 22-018.DWG

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TENTATIVE PLAN



NOTE: ALL MEASUREMENTS ARE IN METRES AND DECIMALS THEREOF.
ACTUAL LEGAL BOUNDARIES MAY VARY DURING FIELD SURVEY.

CLIENT:	Hrv OPA
LEGAL DESCRIPTION:	DESCRIBED PORTION OF LOT 17, BLOCK 6, PLAN 7531 CN
MUNICIPAL ADDRESS:	110 - 2ND AVENUE EAST, ROCKYFORD, AB
SCALE:	1 : 300



ACE SURVEYS LTD.
ANDREW GAMMAERT, ALS
119 STRATHMORE LAKES COMMON
STRATHMORE, AB T1P 1Y7
PH: 403 - 934 - 2330
ACESURVEYS2011@GMAIL.COM

DRAFTING DATE:	2022/9/7	FILE:	22186	DRAWN BY:	SAK
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ORIGINAL SKETCH



Village of ROCKYFORD

Proposed Subdivision of Ptn Lot 17, Block 6, Plan 7531 CN

All within the NW 1/4 - 22 - 26 - 23 - W4M

File No. 59/006 PRMS 2022/028

Title Area: 0.116 ha. (0.287 ac.) +/-

Subdivision Area = 0.061 ha. (0.15 ac.) +/-



Note: Dimensions and Areas are approximate and based on information submitted by the applicant. Dimensions need to be verified in the field by an ALS.
All Dimensions in Meters.
X:\Palliser Main Files (X-Drive)\(NEW) Subdivision\Subdivision Files 2018_2022\2022 Subdivisions\59-006(Hrv)\Templates\Mapping\File59_006_OrigSki
Date: 9/26/2022



SUBDIVISION REPORT

AGENDA: December #, 2022

MUNICIPALITY: Village of Rockyford

FILE No. 59/006 PRMS No. 2022-028

PROPOSAL: Residential

LOCATION: Located centrally within the Village, along the north side of Second Avenue East, between Main Street and First Street East. Civic Address: 110, 2 Avenue East

LEGAL DESCRIPTION: Portion Lot 17, Block 6, Plan 7531 CN
All within the NW 1/4 Sec.22 - Twp. 26 - Rge 23 W4M

APPLICANT: Hrvolje Opacak & Bruna Aravaj David

OWNERS: Hrvolje Opacak & Bruna Aravaj David

TITLE AREA: 0.116 ha. (0.287 ac.)

PROPOSED SUBDIVISION AREA:

Proposed Lot 18	0.061 ha. (0.15 ac.)	613.63 m ² (6,605.06 ft ²)
Proposed Lot 19	0.056 ha. (0.14 ac.)	547.42 m ² (5,892.39 ft ²)
Total	0.117 ha. (0.29 ac.)	1,161.05 m² (12,497.45 ft²)

NUMBER OF PROPOSED PARCELS: Two (2)

EXISTING USE: Residential

PROPOSED USE: Residential

LAND USE CLASSIFICATION: "RG" - Residential General District

RESERVE STATUS: Not required [Municipal Government Act, RSA 2000 Section 663(a)]

A subdivision authority may not require the owner of a parcel of land that is the subject of a proposed subdivision to provide reserve land or money in place of reserve land if

(c) the land to be subdivided is 0.8 hectares or less,

APPEAL STATUS: Municipal.

The Clerk
Subdivision & Development Appeal Board
Village of Rockyford
P.O. Box 294
ROCKYFORD, Alberta
T0J 2R0

CIRCULATION: No objections were received from adjacent landowners through circulation.

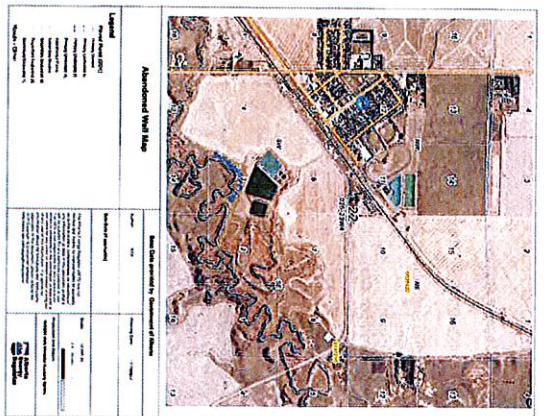
Telus Communications Inc. (TELU) has no objection to the above circulation. (Contact: Tanya Roberts, Real Estate Specialist, TELUS Rights of Way, Customer Network Implementation, 2930 Centre Avenue NE, Calgary, AB T2A 4Y2. E-mail: circulations@telus.com)

Fortis Alberta has reviewed the plan and determined that no easement is required. FortisAlberta is the Distribution Wire Services Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Have the developer contact 310-WIRE (310-9473) to make application for electrical services. (Contact: Diana Pournali, Land Coordinator, Land Department, Fortis Alberta, 15 Kingsview Rd, SE, Airdrie, AB T4A 0A8, PH: 403-514-4783, E-mail: landserv@fortisalberta.com)

Review of the Alberta Energy Regulator (AER) website and map viewer indicates there are no abandoned wells that should have any bearing on the development within the proposed parcel.

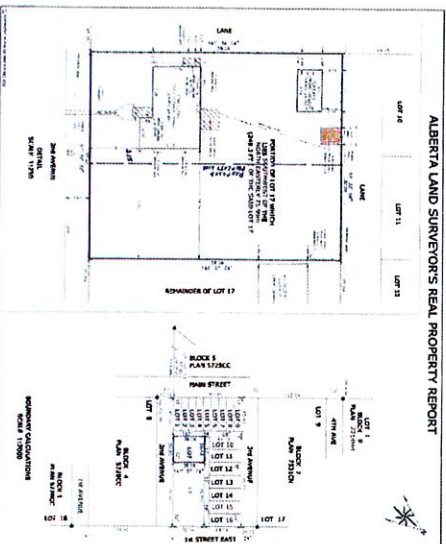
Abandoned well information is now found on the AER website under Directive 079: Surface Development in Proximity to Abandoned Wells. The AER has released an Abandoned Well Viewer for proponents of a subdivision or development to use to locate abandoned wells. Bulletin 2012-20 provides additional information and can be found on the AER website <https://eximmapviewer.aer.ca/AER/AbandonedWells/Index.html>
Questions regarding Directive 079 should be submitted to directive079@erdc.ca.

Questions concerning the wells and/or pipelines listed on the enclosure to this letter should be directed to the licensee. Questions about this reply may be directed to the Emergency Preparedness and Audit Help Line at (403) 297-2625 or Inquiries@erdc.ca.



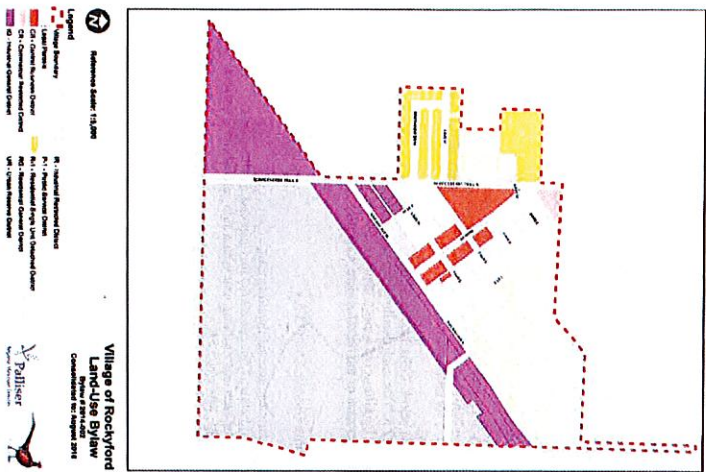
STAFF COMMENTS: The purpose of this subdivision is to create two lots from one larger existing parcel by dividing it nearly in half. Proposed Lot being approximately 18.5 m wide by 38.13 m deep and Proposed Lot 19 being 14.17 m wide by 38.12 m deep. The existing lot is double the width of many of the surrounding lots to the south and north. Proposed Lot 18 will be slightly larger than the eastern lot, as it has an existing house and the proposed lot line is to be placed in a location to maintain the required side yard of 1.5 m (4.92 ft.) for a principal building. The proposed side yard distance of the house to the new property line will be about 2.15 m (7.05 ft.). This lot has a garage and a woodshed at the rear of the parcel, which are accessory buildings and a permitted use within the Residential General District. The existing garage meets the requirements of 0.6 m (2 ft.) for an accessory building side yard and 1 m (3.28 ft.) rear yard requirement. The woodshed at 0.19 m and 0.16 m does not meet the rear yard requirement for an accessory building. Setbacks of an existing building, which does not conform, are not considered at subdivision and is not making the building non-conforming with the subdivision process.

Proposed Lot 19, when created by the subdivision process will not have any structures or development located on. When developed in the future any development would have to be built in compliance with the requirements of the Residential General District. Both proposed lots will meet the requirements of 454 m² (4,994 ft.²) for minimum lot area as well as the lot width requirement of 12 m (39.37 ft.) for a single detached dwelling.



Surrounding Area Features: A large number of the lots bordered by First Street E to the east, Railway Avenue E to the south, Fourth Avenue to the north and the laneway east of the lots that orient toward Main Street in the west have the land use designation of R-G – Residential General District. Immediately to the west of this proposed subdivision, across the laneway, are a grouping of lots in the centre of the Village with the land use designation of “CB” – Central Business District. These lots lie along both sides of Main Street from Railway Avenue in the south to nearly Third Avenue to the north with the purpose and intent of the district to provide for centralized commercial development serving the Village and the surrounding rural areas.

Access: Legal access to all parcels will be provided by the internal street network within the Village. Both proposed parcels will front onto the northerly boundary of Second Avenue East. Both of the proposed lots will have a laneway at the rear of the property and Proposed Lot 18, the most westerly of the two, will also have an additional laneway along its west boundary.



Land Use Considerations: Within the current Village of Rockyford Land Use Bylaw 2014-002 the subject area lies within the “R-G” Residential General District and is subject to its land use rules.

8.5 Residential- General District (R-G) Land Use Rules

8.5.1 Purpose and Intent

8.5.1.2 The purpose and intent of this District is to provide for residential neighbourhoods in which a variety of residential densities and building types may be permitted.

8.5.2 List of Permitted Uses

- Accessory building
- Day Home
- Dwelling, Duplex
- Dwelling – Modular Home
- Dwelling- Semi-detached
- Dwelling- Single Detached (excluding Manufactured Homes)
- Public Parks and Play Grounds
- School
- Secondary Suite

8.5.3 List of Discretionary Uses

Accessory Use

Apartment

Attached Housing (all types)

Bed and Breakfast

Community Buildings and Facilities

Day Care Centre

Dwelling – Moved On

Dwelling Group

Fabric Covered Building - Residential

Garden Suite

Home Occupation, Major

Manufactured Home

Private Parks and Play Grounds

Public and Quasi- Public Buildings and Facilities

Senior Citizens Housing

Sign

Worship Facility

8.5.4 General Requirements

8.5.4.1 In addition to the General Land Use Provisions contained in Part 7, the following provisions as contained within this Section shall apply to every development in the District.

8.5.5 Minimum Requirements**8.5.5.1 Area of Site:**

- (a) Apartments and Dwelling Groups: minimum lot area of 929m² (10,000sq. ft.)
- (b) Attached Housing:
- (i) 204m² (2196 ft.²) for each internal dwelling unit;
- (ii) except as in (iii) below, 255m² (2745 ft.²) for each end dwelling unit;
- (iii) 300m² (3294 ft.²) for each unit with a side yard abutting street.
- (c) Semi-detached Dwelling:
- (i) Except as in (ii) below, 279m² (3003.21 ft.²) for each dwelling unit;
- (ii) 326m² (3509.03 ft.²) for each dwelling unit with a side yard abutting a street.
- (d) Single Unit and Duplex Dwellings (all types): 464m² (4,994 ft.²);
- (e) All other uses at the discretion of the Development Authority.

8.5.5.2 Width of Site:

- (a) Apartments and Dwelling Groups: 22m (73 ft.)
- (b) Attached Housing:
- (i) 6m (19.69 ft.) for each internal dwelling unit;
- (ii) Except as in (iii) below, 7.5m (24.60 ft.) for each end dwelling unit;
- (iii) 9m (29.53 ft.) for each end dwelling unit with a side yard abutting a street.
- (c) Single Detached Dwelling: 12m (39.37 ft.);
- (d) All other uses at the discretion of the Development Authority.

8.5.5.3 Front Yard:

- (a) Except as in (b) and (c) below, shall be a minimum of 4.5m (14.7ft.). Exceptions to this requirement may be considered by the Development Authority, who shall have consideration for development or potential development on adjacent sites and for the amenities of the area, if the irregular or unusual shape or size of the lot is such that compliance with the above requirement would make it impossible, impractical or undesirable from an amenity point of view, to place the principal building on the site and still have it comply with the front, side and rear yard setbacks of the Bylaw.
- (b) Any garage with access off a street, other than a garage the length of which is approximately parallel to the street, shall be set back 6m (19.69 ft.) from the property line.
- (c) Where a driveway or vehicular parking is to be provided in the front yard of a principal building, with no access to a garage or carport, the principal building shall be set back 6m (19.69 ft.) from the property line. Driveways or vehicular parking shall not be permitted in the front yard of any principal building if that building is less than 6m (19.69 ft.) from the property line.

8.5.5.4 Side Yards:

- (a) Principal Building:
- (i) Street side of corner site: 3m (9.84ft.)
- (ii) On a lanekess site: if an attached garage or carport is not provided, one unobstructed side yard of 3m (9.8 ft.), the other side 1.5m (5 ft.);
- (iii) All other sites: 1.5m (4.92ft.)
- (b) Accessory Building:
- (i) Street side of corner site if the driveway is from the lane: 3m (9.8 ft.)
- (ii) With access from a street: 6m (19.69 ft.);
- (iii) All other sites: 0.6m (2 ft.)

8.5.5.5 Rear Yard:

- (a) Principal Building: 7m (23 ft.)

- (b) **Accessory Building: 1m (3.28 ft.)**
- 8.5.5.6 Habitable Floor Area per Unit:

- (a) 74m² (796 ft.²) per unit for Attached Housing and Dwelling Groups;
- (b) Apartment: 37m² (398.26 ft.²);
- (c) Single or Semi Detached, Duplex, Modular Dwelling (one storey): 83m² (893.43 ft.²);
- (d) Single, Semi or Modular Detached Dwelling (two storey): 74m² (796.55 ft.²) for the first storey with a combined area of 130m² (1399.35 ft.²);
- (e) Manufactured Homes: 66m² (715 ft.²).

8.5.6 Maximum Limits

8.5.6.1 Coverage of Site:

- (a) All buildings together, including accessory buildings: 50% of the area of the site.
- (b) All accessory buildings: 15% of the area of the site.

8.5.6.2 Height of Buildings:

- (a) Principal Buildings: 10m (33 ft.)
- (b) Accessory Buildings: 5m (16.40ft.)

8.5.7 Dwelling Group Requirements

- 8.5.7.1 Notwithstanding the minimum and maximum requirements of a District, where two or more buildings each containing two or more dwelling units, are clustered in a dwelling group, the following shall apply:

8.5.7.2 Setbacks:

- (a) **All buildings in a dwelling group shall be setback a minimum of:**
- (i) 6m (19.69 ft.) from any public roadway excluding lanes;
- (ii) 3m (9.84 ft.) from any other property line delineating the edge of the dwelling group;
- (iii) 3m (9.84 ft.) from any other building in the dwelling group.
- (b) Notwithstanding (a) above, building elevations with living room or bedroom windows shall be separated a distance of:
- (i) 15m (49.2ft.) from any other principal building in the dwelling group;
- (ii) 3m (9.8ft.) from any internal roadway or walkway intended for common use in the dwelling group;
- (iii) A required separation space may be provided wholly or partly within a required setback.

8.5.7.3 Vehicle – Pedestrian Facilities

- (a) All private roads shall be constructed and surfaced to the municipality's specifications and have a minimum carriageway of 7m (23ft.);
- (b) Dead-end roads or cul-de-sacs shall have a turning circle at the dead-end with a radius of at least 8.5m (27.9ft.);
- (c) On-street parking is prohibited on private roadways unless the carriageway width includes a designated parking area;
- (d) Internal pedestrian walkways, where provided, shall have a hard surfaced minimum width of 1m (3.3ft.) and shall be constructed to the satisfaction of the municipality.

8.5.7.4 General:

- (a) All dwelling units shall be within 30m (98.4ft.) of a garbage facility;
- (b) The arrangement of the buildings in a dwelling group is subject to the approval of the Development Authority.

8.5.7.5 Townhouse Developments:

- (a) **Front Yard:**
A townhouse building that fronts onto a public street (row house) shall not have a front yard less than the deepest front yard of the principal building on any adjoining site or 9m (29.5ft.) whichever is the lesser;
- (b) **Garbage Storage:**
Garbage and waste material shall be stored in weather and animal proof containers in accordance with a waste bylaw and shall be screened from all adjacent sites and public thoroughfares to the satisfaction of the Development Authority;
- (c) **Compatibility:**
Where townhouse units front onto a public street, they shall be compatible in terms of mass and character with existing residential buildings on neighbouring sites.

8.5.8 Recreational and Landscaping Requirements for Multi-Unit Housing

- 8.5.8.1 When the development of multi-unit dwelling complex or a dwelling group is proposed, the developer shall provide on the site, areas for recreational and landscaping purposes, in addition to those areas needed for buildings, driveways, walkways, and parking spaces.

- 8.5.8.2 The area of a site required for recreational and landscaping purposes will vary according to the number, type and size of the dwelling units to be constructed thereon. Those areas comprised of balconies and recreational facilities within the development including patios, swimming pools and any communal lounges for the free use of the tenants may be used in the calculation of total requirements for recreational landscaping areas.

- 8.5.8.3 The minimum recreational and landscaping area required for a multi-unit housing or apartment complex shall be equal to 30% of the site area.
- 8.5.8.4 The location on the site of recreational and landscaped areas is subject to the approval of the Development Authority.

Municipal Development Plan 2020

5.0 DEVELOPMENT GOALS

5.1 RESIDENTIAL DEVELOPMENT

The Village's residential development consists of primarily low residential located in the east side of the village, resulting in a neighborhood that is quite homogeneous in character. There is mixed-residential located in the north east, also amongst commercial development in center street. The residential area of the Village is largely consisted of single-family homes (92.9%) according to the provincial data. As of 2019, there has been 191 dwelling units. Encouraging more infill residential such as secondary homes will leave vacant land space for more economic activity within the Village boundaries.

OBJECTIVES

- A. To ensure that new residential development and the redevelopment of land for housing takes place in the most orderly manner to minimize capital and maintenance costs.
- B. To prevent the intrusion of land uses which would adversely affect the safety and amenity of residential development.
- C. To maintain the low density residential character of the community, while recognizing specific areas for higher density.
- D. To ensure that all non-rural residential development is included within the Town's corporate limits.

POLICIES:

- 1) Residential development: All residential areas shall be located in the designated areas shown on Figure 11 (Future Land Use Map)
- 2) Housing Diversity :
 - a) The Village, in cooperation with private developments and/or government agencies, will work together to provide a variety of housing types, and a range of dwellings and lot sizes to meet the socio-economic needs of existing and prospective residents.
 - b) Alternative housing types should be provided in new residential areas (i.e. apartments, row housing and duplexes).
- 3) Neighbourhood:
 - a) The Village should encourage medium density residential neighborhoods next to existing amenities and Highways
 - b) New residential development should include pedestrian walkways with lesser dependence on vehicle use.
 - c) Future residential neighborhoods should be designed with a mixture of commercial and institutional uses.
 - d) Where appropriate, infill shall be used to improve the livability and adaptability of existing neighborhoods and reduce greenfield development.
- 4) Design:
 - a) The Village may consider the aesthetic appearance of new and existing neighbourhoods
 - 5) Affordable Housing:
 - a) The Village shall promote affordable housing by encouraging secondary suites in selected areas.
 - b) The Village shall work with private developers in ensuring that new development includes the provision of affordable units.
 - 6) Seniors Housing:
 - a) The Village shall work in partnership with private developers and senior levels of government in providing housing for senior citizens and mature adults.

Title Encumbrances: There are no encumbrances that appear to affect the proposed subdivision area.

Sewage and Water System Details: municipal services are available. Both sanitary and water lines run along the length of Second Ave East, in front of the proposed lots. These services currently connect with the dwelling that is located within what will be Proposed Lot 18 and separate connections will be required for Proposed Lot 19.

STAFF RECOMMENDATIONS:

That the application be approved, subject to the following conditions:

- (1) Registration of the subdivision by means suitable to the Registrar of the Land Titles Office, [Section 81 and 89 of the Land Titles Act];
- (2) All outstanding taxes to be paid to the municipality, [Section 554 (1)(d) of the Municipal Government Act];
- (3) Satisfactory arrangement to be made with the municipality for the provision of services, at the cost of the developer, [Section 555 of the Municipal Government Act].

- (4) Concurrent registration of utility easements and rights-of-way as required by relevant authorities [Section 554(1)(e) of the Municipal Government Act].

Municipal Recommendation for Proposed Subdivision

File No: 59/006

PRMS: 2022-028

Applicant Name: Hrvoje Opacak & Bruna Araujo David

Date of Council Meeting: _____, 2022

Municipality: Village of Rockyford

Please select one of the following:

Approved with staff recommendations

Approved with the following conditions

Refused

Not Reviewed

If recommended approval with conditions different from those recommended by staff, identify those conditions here. If recommended for refusal, indicate Council's reasons here. You may attach a second page if necessary.

CAO Signature

Please return promptly to Palliser Regional Municipal Services.
P.O. Drawer 1900, Hanna, Alberta, T0J 1P0 FAX: (403) 854-4684

Subdivision Application Form

FOR OFFICE USE ONLY			
DATE Application Received:		File Number:	59/006 2022-028
Fee Submitted:		DATE of Completed Form:	

OWNER AND APPLICANT INFORMATION

Name of Registered Owners		Hrvoje Opacak		Phone #	4034027002
		Bruna Araujo		Email Address:	hrvopa@outlook.com
Address	110 - 2 Ave E, Rockyford, AB	Town / City	Rockyford	Postal Code	t0j2r0
Name of Agent (person authorized to act on behalf of registered owner), if any				Phone #	
				Email Address:	
Address		Town / City		Postal Code	

LEGAL LAND DESCRIPTION Registered Plan No. 071180738 Cert. of Title No. 221172184

Qtr / LSD	Sec.	Twp.	Rge.	Meridian	Lot:	Portion of lot 17
				W 4 th M	Block:	6
					Plan:	7531cn
MUNICIPALITY and CIVIC ADDRESS:		110, 2 Ave E, Rockyford				

PHYSICAL CHARACTERISTICS OF THE LAND

Topography	<input checked="" type="checkbox"/> flat Other:	<input type="checkbox"/> rolling	<input type="checkbox"/> steep	<input type="checkbox"/> mixed	Vegetation	<input type="checkbox"/> brush Other:	<input type="checkbox"/> shelterbelts	<input type="checkbox"/> crop	<input type="checkbox"/> native grass
Soil	<input type="checkbox"/> sand Other:	<input type="checkbox"/> loam	<input type="checkbox"/> clay		Water	<input type="checkbox"/> slough Other:	<input type="checkbox"/> creek	<input type="checkbox"/> lake	<input type="checkbox"/> river

LAND USE

Existing Use of Land	<input type="checkbox"/> Agriculture Other:	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Recreational
Proposed Use of Land	<input type="checkbox"/> Agriculture Other:	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Recreational
Land Use Designation (from the Land Use Bylaw)	Residential- Single Unit Detached District (R-1)		Number of Proposed Lots	+1	

Mail or deliver the completed application form, tentative plan and required fee to:

115 Palliser Trail, P.O. Drawer 1900, Hanna, Alberta T0J 1P0

tel 403-854-3371 fax 403-854-4684 toll free 1-877-854-3371 www.palliserservices.ca January 2021

The personal information requested in these forms is protected under the Freedom of Information and Protection of Privacy Act (FOIP).

Collection of the personal information on this form is authorized under the Municipal Government Act,

and is required for the purpose of PRMS' Planning processes.

Subdivision Application Form

LOCATION OF LAND TO BE SUBDIVIDED

Is the land located adjacent to the municipal boundary?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Municipality	
Is the land located within 800 m (1/2 mile) of a river, stream, watercourse, lake or other permanent body of water, a canal or drainage ditch?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Name of water body	
Is the land located within 1.6 km (1 mile) of the centre line of a highway right of way?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Highway Number	
Is the land located within 800 m (1/2 mile) of a Confined Feeding Operation?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Location	
Is the land located within 450 m (1476 ft) of a landfill for the disposal of garbage?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Location	
Is the land located within 300m (984 ft) of a sewage treatment facility or sewage lagoon?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Location	
Is the land located within 1.5 km (.93 mile) of a sour gas facility?	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Location	
Is there an abandoned oil well and/or gas well on the subject property? ***	<input checked="" type="checkbox"/> no <input type="checkbox"/> yes	Location	***Refer to Abandoned Well Process

EXISTING BUILDINGS

Describe all buildings and any structures on the land and whether they are to be demolished or removed	<input type="checkbox"/> residence	<input type="checkbox"/> garage	<input type="checkbox"/> shop	<input type="checkbox"/> quonset	<input type="checkbox"/> grain bins	<input type="checkbox"/> shelterbelt
	<input type="checkbox"/> other – please describe					

WATER AND SEWER SERVICES

Type of Water Supply currently used	<input type="checkbox"/> dugout <input type="checkbox"/> well <input checked="" type="checkbox"/> municipal service <input type="checkbox"/> cistern and hauling <input type="checkbox"/> other – please describe
Type of Water Supply proposed	<input type="checkbox"/> dugout <input type="checkbox"/> well <input checked="" type="checkbox"/> municipal service <input type="checkbox"/> cistern and hauling <input type="checkbox"/> other – please describe
Type of Sewage Disposal currently used	<input type="checkbox"/> open discharge <input type="checkbox"/> tile field <input checked="" type="checkbox"/> municipal service <input type="checkbox"/> sewage lagoon <input type="checkbox"/> holding tank <input type="checkbox"/> other – please describe
Type of Sewage Disposal proposed	<input type="checkbox"/> open discharge <input type="checkbox"/> tile field <input checked="" type="checkbox"/> municipal service <input type="checkbox"/> sewage lagoon <input type="checkbox"/> holding tank <input type="checkbox"/> other – please describe

ABANDONED WELL PROCESS FOR SUBDIVISION

Effective November 1, 2012, the Subdivision and Development Regulation requires that applicants for new subdivisions or development permits provide information about abandoned oil and gas wells on the subject property. Before an application for subdivision or a development can be considered, applicants **MUST** provide this information.

CHECK THE AER ABANDONED WELL VIEWER TO DETERMINE IF ABANDONED WELLS ARE LOCATED ON THE SUBJECT PROPERTY. THE AER ABANDONED WELL VIEWER CAN BE FOUND ONLINE AT:

<https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>

NO Abandoned wells ARE NOT found. The applicant *MUST PROVIDE* the following as part of their application:

- A statement that no abandoned wells are located on the property and
- The map from the AER viewer of the property

Mail or deliver the completed application form, tentative plan and required fee to:

115 Palliser Trail, P.O. Drawer 1900, Hanna, Alberta T0J 1P0

tel 403-854-3371 fax 403-854-4684 toll free 1-877-854-3371 www.palliserservices.ca January 2021

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and is required for the purpose of PRMS' Planning processes.

A very special Thank-You
to Lorie for nominating
me for the 75 Platinum Merit

To Darcy, Bill Leake Herb
+ Tyler + Dana for the privilege
+ honor that this metal
represents

I always went by the motto
that Lian Fritz Hoelcher inscribed
on me when I became a Senior
Member (you do ^{do things} ~~need~~ for the better
of your community and not for
yourself

Thank You very much
for this metal! A/N/A

MINUTES
VILLAGE OF ROCKYFORD
REGULAR MEETING
November 9, 2022
7:00 PM

ATTENDANCE: Mayor Darcy Burke
Councillors April Geeraert
Leah Smith
Tyler Henke

Administration: Lori Miller

Missing William Goodfellow

1. CALL TO ORDER Mayor Burke called the meeting to order at 7:02 p.m.

2. AGENDA

RES 226-2022 Moved by Councillor Henke that the agenda be accepted as amended.
Carried

3. PUBLIC WORKS REPORT

RES 227-2022 Moved by Deputy Mayor Smith that the report be accepted as presented.
Carried

4. DELEGATIONS

4A. Glenda Farnden & Martin Ebel, STARS Foundation

Shared a PowerPoint presentation showing funding structure, missions within our local jurisdiction, new fleet and new equipment available on the helicopters.

7:32 pm Councillor Geeraert left the meeting

RES 228-2022 Moved by Deputy Mayor Smith that the presentation be accepted as information.

Carried

7:37pm Councillor Geeraert returned to the meeting

4B. Lockey Poitras

Lockey is interested in having sewer to his property and requested information on where he would hook into the existing sewer line as well as what would be required to do so. Administration to contact WRC to find out the ground level to pipe measurement and forward information to Lockey.

RES 229-2022 Moved by Councillor Henke to accept as information.

Carried

Mayor
Administrator

4C. Sid Keskie – Raptor Wireless

Sid presented a proposal for installing cameras at the community center and maintenance shop, showing different camera views, options, etc.

RES 230-2022 Moved by Deputy Mayor Smith to accept the presentation as information.
Carried

5. MINUTES

5A. Minutes from October 12, 2022 Regular Meeting

RES 231-2022 Moved by Councillor Geeraert to accept the minutes as prepared.
Carried

5B. Minutes from October 12, 2022 Organizational Meeting

RES 232-2022 Moved by Deputy Mayor Smith to accept the minutes as prepared.
Carried

6. FINANCIAL REPORTS

Bank Reconciliation October 2022

RES 233-2022 Moved by Councillor Henke to accept the bank reconciliation as presented.
Carried

7. UNFINISHED BUSINESS OR BUSINESS ARISING FROM MINUTES

8. NEW BUSINESS

8A. Raptor Wireless Quote for cameras

RES 234-2022 Moved by Mayor Burke that we have Raptor Wireless install the cameras and adjust the capital budget to cover the cost.
Carried

8B. Irrigation Quote for Fire Department

RES 235-2022 Moved by Deputy Mayor Smith that this item be moved to budget negotiations.
Carried

8C. Budget Variance to September 30, 2022

RES 236-2022 Moved by Councillor Geeraert that the budget variance be accepted as Information.
Carried

8D. Christmas Dinner

RES 237-2022 Moved by Deputy Mayor Smith that the community hall be rented for December 11, 2022 to accommodate a Christmas supper for Council and Staff. 90's 2 Restaurant will be contacted to cater the supper. Cocktails will

be at 6:00pm with supper to follow at 6:30pm.

Carried

RES 238-2022 Moved by Deputy Mayor Smith that CAO, Administrative Assistant and full time Public Works staff receive \$500 each for a Christmas Bonus.

Carried

8E. Christmas Light Up Contest

RES 239-2022 Moved by Deputy Mayor Smith that the Village sponsors the annual Christmas Light Up contest with prizes of \$150, \$100 and \$50. Tentative date for judging will be December 15th. Administration will reach out to local businesses to let them know how the “Rockyford Bucks” work.

Carried

8F. Meter Replacement at Arena

This falls under the duties of the CAO as money has already been allocated to meter replacement within the Village.

8G. Level Meter Transmitter

RES 240-2022 Moved by Mayor Burke that we move forward with this replacement, there is money in the operating budget to cover the costs.

Carried

8H. Wheatland Housing Management Body – Board Alternate

RES 241-2022 Moved by Councillor Geeraert that Councillor Goodfellow be removed as the alternate and Mayor Burke be the replacement alternate for the WHMB board.

Carried

8I. Marigold Library – Board Alternate

RES 242-2022 Moved by Mayor Burke to appoint Councillor Geeraert as the alternate for the Marigold Library board.

Carried

9. CORRESPONDENCE

9A. Wheatland County – Appointment to IDP/ICF Committees

9B. Wheatland County Organizational Meeting

9C. Letter from Marigold Library

9D. Fortis Alberta – 2021 Franchise Presentation

9E. Fox Creek – letter to Minister Shandro re Victim Services Redesign

9F. Minister Schulz – Introductory letter

9G. Wheatland County – Rural Physician Shortage

9H. Minister of Health, Jason Copping – reply letter

RES 243-2022 Moved by Deputy Mayor Smith to accept all correspondence as information.

Carried

10. OTHER BUSINESS

11. ACTION ITEM LIST REVIEW

11A. Update re: Order in Council 346/2022

RES 244-2022 Moved by Deputy Mayor Smith that Administration reaches out to Jennifer Chapelsky for further clarification.

Carried

11B. Subdivision Update – surveying has been completed, waiting for PRMS finalization

11C. Sanding Unit Contracts – Hussar and Standard

RES 245-2022 Moved by Councillor Geeraert that the contracts be accepted as presented.

Carried

12. CLOSED SESSION

13. OUT OF CLOSED SESSION

14. REPORTS

RES 246-2022 Moved by Councillor Henke that reports be accepted as presented.

Carried

15. ADJOURNMENT

RES 247-2022 Moved by Councillor Geeraert that the meeting be adjourned at 10:07pm.

Carried

Mayor

Administrator

Mayor
Administrator

MINUTES
VILLAGE OF ROCKYFORD
SPECIAL MEETING
November 24, 2022
7:00 PM

ATTENDANCE: Mayor Darcy Burke
Councillors April Geeraert via Teams
Leah Smith via Teams
Tyler Henke via Teams
William Goodfellow

Administration: Lori Miller via Teams

1. CALL TO ORDER Mayor Burke called the meeting to order at 7:20 p.m.

2. AGENDA

RES 248-2022 Moved by Deputy Mayor Smith that the agenda be accepted as presented.
Carried

3. DELEGATIONS

Randal Dean – realtor for Steven Kendall and Tammie Beggs
Presented Council with plans for property known as Roll #81 if purchased.

4. NEW BUSINESS

4A. Request to allow residence in IR district

RES 249-2022 Moved by Councillor Goodfellow to change the Land Use Bylaw for the Industrial Restricted area to allow a residence in the mix of light industrial.
Carried

5. ADJOURNMENT

RES 250-2022 Moved by Councillor Henke that the meeting be adjourned at 7:46pm.
Carried

Mayor

Administrator

Mayor
Administrator

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

	Current Year	Previous Year
Net Balance as at Oct 31/2022	\$ 33,266.49	\$ 104,776.01
Receipts for Month	\$ 79,709.64	\$ 79,913.98
Interest Earned	\$ 240.22	\$ 52.42
Transferred From T-Bill	\$ 25,000.00	\$ 93,502.50
Deposit Not posted		\$ 0.45
	<u>\$ 138,216.35</u>	<u>\$ 278,245.36</u>
Less:		
Disbursements	\$ (125,214.79)	\$ (168,477.41)
Bank Charges	\$ (92.61)	\$ (90.78)
Auto Debit Alarm Fee	\$ (59.31)	\$ (56.69)
L of C Interest	\$ (191.18)	\$ -
Transferred to WRC T-Bill	\$ -	\$ -
Transferred to T-Bill	\$ -	\$ (60,000.00)
Transferred to WRC Operating		\$ -
G/L Balance Nov 30/22	<u>\$ 12,658.46</u>	<u>\$ 49,620.48</u>
Bank Reconciliation		
Bank Balance at Nov 30/22	\$ 79,288.37	\$ 75,006.74
O/S Cheques	\$ (66,629.91)	\$ (27,415.35)
Deposit not posted	\$ -	\$ -
O/S Deposit	\$ -	\$ 2,029.09
Bank Balance Nov 30, 2022	<u>\$ 12,658.46</u>	<u>\$ 49,620.48</u>
\$	0.00	

Mayor

Administrator

REQUEST FOR DECISION



Subject: Interim Spending Allowance 2023

Prepared By: Lori Miller

Council Meeting Date: December 14, 2022

Agenda Item: 8A.

Background: As we approach the new year, we don't have an approved operating budget for the Village beyond December 31, 2022. We will still have expenditures and financial obligations that must be met until the 2023 Operating Budget has been approved by Council. We do not have the authority to spend money without a budget or permission from Council to do so.

Historically, we have received permission from Council to spend up to $\frac{1}{4}$ of the previous year's budget to cover these expenses until the budget is approved.

Options:

Financial Implications: The monies expended will be part of the 2023 budget and will show in the financials as such.

Communication: N/A

Recommendation: That Council approves the expenditure of up to one quarter of the 2022 Operating Budget totalling \$249,501.

REQUEST FOR DECISION



Subject: Holiday Hours

Prepared By: Lori Miller

Council Meeting Date: December 14, 2022

Agenda Item: 8B.

Background: The Village has previously closed operations between Christmas and New Year's. This year, Christmas Day, and New Year's Day fall on the weekends so there will be Statutory Holidays during the week. December 27th will be a stat in lieu of the 25th and January 2nd will be in lieu of January 1st.

The proposal to Council is that the operations shut down at the end of the workday on December 23rd and resume on January 3rd. During the period of closure, the residential garbage would still be collected – commercial garbage would be collected on the same day. In the event of a heavy snowstorm event, public Works will be available to clear snow.

Options: 1. Council can approve the closure of the operations of the Village from December 24th to January 2nd inclusive.
2. Council can deny the closure of the operations of the Village from December 24th to January 2nd inclusive and only close on the stat holidays – December 27th and January 2nd.

Financial Implications: N/A

Communication: N/A

Recommendation: That Council discusses the holiday hours and provides direction to Administration.

REQUEST FOR DECISION



Subject: Budget Meeting Date

Prepared By: Lori Miller

Council Meeting Date: December 14, 2022

Agenda Item: 8C.

Background: We must create the 2023 Operating Budget and Capital Budgets for the Village. The budget meeting is not one that is part of the regular scheduling of meeting and as such requires a Council motion to establish the date and time of the meeting.

I would propose mid to late January as the timing of the meeting to allow preliminary work to be done. By then we should receive requisitions from Palliser, WADEMSA, WFCSS and the Housing Body. Those are all large items in our budget. We also need to have the updated rates from WRC as this affects revenue and expenses in our budget.

Options:

Financial Implications: N/A

Communication: N/A

Recommendation: That Council sets a date and time for a budget meeting.

REQUEST FOR DECISION



Subject: WRC Request for Payment to Wheatland County

Prepared By: Lori Miller

Council Meeting Date: December 14, 2022

Agenda Item: 8D.

Background: Wheatland Regional Corporation passed a motion ratifying payment of \$451,036.10 to Wheatland County for payback of loans for the regional water project.

Options: 1. Council can approve the payment to Wheatland County.
2. Council can not approve the payment to Wheatland County at this time.

Financial Implications: \$451,036.10 would be moved from Wheatland Regional Corporation T-Bill account to the Wheatland Regional Operating account to allow a cheque to be sent to Wheatland County.

Communication: N/A

Recommendation: That Council approves the payment of \$451,036.10 to Wheatland County.



WHEATLAND REGIONAL CORPORATION
 PO Box 196
 Rockyford, AB T0J 2R0
 403-325-9972

REQUEST FOR PAYMENT

DATE OF REQUEST		2022-11-16	SR# 20221116-01	
RECEIVER	WHEATLAND COUNTY			
REFERENCE	PAY BACK OF LOANS FOR REGIONAL WATER PROJECT			
AMOUNT	\$451,036.10			
PAYMENT TYPE				
<input type="checkbox"/> WIRE TRANSFER	<input type="checkbox"/> CHEQUE	<input type="checkbox"/> CASH	<input type="checkbox"/> OTHER	
	X			
REQUESTED BY	LEAH JENSEN, GENERAL MANAGER WRC			
APPROVAL OF REQUEST	APPROVED UNDER THE CONTRACT AGREEMENT AND PURCHASE ORDER REFERENCE			
VILLAGE OF ROCKYFORD		WRC BOARD OF DIRECTORS		
DATE	DATE: November 16, 2022.			
<input type="checkbox"/>	APPROVED	<input checked="" type="checkbox"/>	APPROVED	
<input type="checkbox"/>	NOT APPROVED		NOT APPROVED	
COMMENTS: UNDER ACCOUNTING CODE				

AUTHORIZED BY: *Leah Jensen*

DATE: *November 17, 2022.*

PAYMENT REFERENCE (CHEQUE#, WIRE TRANSFER# OR CASH VOUCHER#) IF APPROVED

REQUEST FOR DECISION



Subject: Mower Options

Prepared By: Lori Miller

Council Meeting Date: December 14, 2022

Agenda Item: 8E

Background: The engine on our zero-turn mower is in need of replacement. The cost of the engine and labour to install is approximately \$18000.00. The service department at Trochu Motors where we took the mower for repair has suggested that our best option would be to purchase a new mower and utilize our existing deck. They have provided two options for mowers, one costing \$35910.00 the other \$39375.00. If we choose to use our existing deck the cost would be lowered approximately \$6500.00.

I have reached out to other dealers for quotes on new zero-turn mowers and have an additional two quotes, from ARNS in Calgary. They have a Gravely mower that is a 2021 model, brand new that they are willing to give us 18% off the pricing, for a total price of \$20,203.92 and a Cub Cadet that would need to be ordered to arrive in the spring for a cost of \$24787.30.

Options: 1. Council can discuss and opt to repair the existing mower as this is the cheapest option.

2. Council can discuss and choose to purchase a brand new mower, choosing the model that would best fit the needs of the Village.

Financial Implications: \$18000 - \$39375

Communication: N/A

Recommendation: That Council discuss the options and direct Administration to carry out their wishes.

Lori Miller

From: Andrew Hughes <andrew@arns.ca>
Sent: Tuesday, December 6, 2022 10:26 AM
To: Lori Miller
Subject: RE: 72" Mower
Attachments: VillageofRockyford.pdf

Hi again Lori, I have prepared a quote for the Gravely 672, Gas Kawasaki Engine, Commercial Zero Turn and priced to move. It is the last one we have in stock. This price is valid until Dec 31, 2022. I gave you 18% off MSRP for Government Fleet pricing.

<https://www.arns.ca/new-models/2023-gravely-pro-turn-600-72-992502-29002995b>

Let me know if you have any questions about the machine. Available anytime on my direct line below.
Have a wonderful rest of your day!

Andrew

Andrew Albert Hughes
Business Development Manager
Direct Line: 403-536-7399
Andrew@Arns.ca



ARNs
YOUR OUTDOOR EQUIPMENT IS OUR COMMITMENT

ARNs Equipment Ltd. | 1107 - 46 Avenue SE | Calgary, AB T

From: Lori Miller [mailto:cao@rockyford.ca]
Sent: Tuesday, December 06, 2022 8:54 AM
To: Andrew Hughes
Cc: Brian Ray
Subject: RE: 72" Mower

Thanks Andrew I will wait for your call.



Lori Miller
Chief Administrative Officer
Village of Rockyford
Phone: (403) 533-3950
Fax: (403) 533-3744

PRIVILEGED AND CONFIDENTIALITY NOTICE

Computer viruses can be transmitted via email. Recipient should check this email and any attachments for the presence of viruses. Sender and sender company accept no liability for any damage caused by any virus transmitted by this email.

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal and or privileged information.

Any communication received in error, or subsequent reply, should be deleted or destroyed and the receiver should notify writer by reply.

From: Andrew Hughes <andrew@arns.ca>
Sent: Tuesday, December 6, 2022 8:09 AM
To: Lori Miller <cao@rockyford.ca>
Cc: Brian Ray <Brian@arns.ca>
Subject: 72" Mower

Good morning Lori, I'm Andrew from Arns Equipment in Calgary, here to help you with Zero Turn options and answer any questions.

We have a couple different options with 72" decks from different manufacturers. I see you selected the Cub Cadet 972 SDL in your online inquiry- this is a great option, easy to operate with a steering wheel and safe and stable on slopes.

I will try giving you a call here mid morning to chat about what all you are cutting and get some more details so we can find you the right tool for the job.

Talk soon!
Andrew

Andrew Hughes
Business Development Manager
p. [403.243.7063](tel:403.243.7063) e. andrew@arns.ca
www.arns.ca



1107 - 46 Avenue S.E.
 Calgary, AB T2G 2A5
 Phone: (403) 243-7063
 Fax: (403) 243-7632
 GST# 100270024

Estimate	560917
All Prices are subject to change. All returns must have a RGA number attached.	

Bill To				Ship To			
Village of Rockyford 110 Main Street Rockyford, AB T0J 2R0							
Customer	Contact	Customer Tax Number	Phone	Cell Phone	Transaction	PO Number	
55580	Lori Miller		(403) 533--395		Estimate	GravelyFleet	
Counter Person	Sales Person	Date Printed	Reference	Email Address		Department	
BR	AH	12/06/22	560917	cao@rockyford.ca		Sales Retail	

Model	Line	Description	Ordered	B/O'd	Shipped	List	Net	Amount
992502		GREW PRO-TURN 672 CARB	1			\$23,334.00	\$19,133.88	\$19,241.83

Description	Qty	Net Each	Amount
Alberta Tire Recycling Tax (2)	1	\$8.00	\$8.00
Freight & Set Up	1	\$99.95	\$99.95

Invoice Total	\$19,241.83
Sales Tax	\$962.09
Grand Total	\$20,203.92

This is not a invoice. Please do not pay.		
Notes:		Customer acknowledges receipt thereof.



M-F:
Sat:
Sun:

8:00 a.m. - 5:00 p.m.
9:00 a.m. - 3:00p.m.
Closed

Local Phone / Toll Free:
(403) 243-7063 (tel:1(403) 243-7063) / 800-820-8676
(tel:1800-820-8676)

Visit Us:
1107 46th Ave SE | Calgary, AB T2G 2A5 (Locations)

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Please contact dealer for details.**

2023 Gravely Pro-Turn® 600 72" 992502

\$23,334.00



Key Features

Availability	Regular Stock Item	Year	2023
Make	Gravely	Model	Pro-Turn® 600 72" 992502

Product Features

OVERVIEW +

PRODUCT SPECS +

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Local: 403-243-7063
(tel:403-243-7063)

M-F: 8:00 a.m. - 5:00 p.m.

Lori Miller

From: Andrew Hughes <andrew@arns.ca>
Sent: Tuesday, December 6, 2022 10:41 AM
To: Lori Miller
Subject: RE: 72" Mower
Attachments: VillageofRockyfordCubCadet972L.PDF

See attached for the Cub Cadet 972 L.

Ps, we have already placed our spring mower order with Cub Cadet. We may be able to add this unit onto the truck for early spring delivery. They usually start shipping product in Jan/Feb 2023 so we have mowers ready for spring.

-Andrew

From: Lori Miller [mailto:cao@rockyford.ca]
Sent: Tuesday, December 06, 2022 10:28 AM
To: Andrew Hughes
Subject: RE: 72" Mower

Thanks Andrew.

Can you also send me a quote on the Cub Cadet? Is it gas or diesel? If gas, do you have anything as a diesel option? I want to give council as many options as possible.



Lori Miller
Chief Administrative Officer
Village of Rockyford
Phone: (403) 533-3950
Fax: (403) 533-3744

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Any communication received in error, or subsequent reply, should be deleted or destroyed and the receiver should notify writer by reply.

From: Andrew Hughes <andrew@arns.ca>
Sent: Tuesday, December 6, 2022 10:26 AM

Lori Miller

From: Andrew Hughes <andrew@arns.ca>
Sent: Tuesday, December 6, 2022 10:37 AM
To: Lori Miller
Subject: RE: 72" Mower

Here is the Cub Cadet 972 L.

<https://www.arns.ca/new-models/2023-cub-cadet-pro-z-972-l-efi-53rlhmt050-29007564b>

It is Gas, this one is EFI. There are no offerings in Diesel. Diesel engines are just too much money and the industry is shifting to Gas engines only. They are less money upfront and cheaper to maintain.

I will send you a formal quote to follow for this Cub Cadet Commercial 72".

-Andrew

From: Lori Miller [mailto:cao@rockyford.ca]
Sent: Tuesday, December 06, 2022 10:28 AM
To: Andrew Hughes
Subject: RE: 72" Mower

Thanks Andrew.

Can you also send me a quote on the Cub Cadet? Is it gas or diesel? If gas, do you have anything as a diesel option? I want to give council as many options as possible.



Lori Miller
Chief Administrative Officer
Village of Rockyford
Phone: (403) 533-3950
Fax: (403) 533-3744

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1107 - 46 Avenue S.E.
 Calgary, AB T2G 2A5
 Phone: (403) 243-7063
 Fax: (403) 243-7632
 GST# 100270024

Estimate	560954
All Prices are subject to change. All returns must have a RGA number attached.	

Bill To				Ship To			
Village of Rockyford 110 Main Street Rockyford, AB T0J 2R0							
Customer	Contact	Customer Tax Number	Phone	Cell Phone	Transaction	PO Number	
55580	Lori Miller		(403) 533--395		Estimate	72" Cub 972 L	
Counter Person	Sales Person	Date Printed	Reference	Email Address		Department	
BR	AH	12/06/22	560954	cao@rockyford.ca		Sales Retail	

Model	Line	Description	Ordered	B/O'd	Shipped	List	Net	Amount
53RLHMTY050	CUBW	PRO Z 972 L EFI	1		1	\$23,499.00	\$23,499.00	\$23,606.95

Description	Qty	Net Each	Amount
Alberta Tire Recycling Tax (2)	1	\$8.00	\$8.00
Freight & Set Up	1	\$99.95	\$99.95

Note

**Unit could be added to spring order. Would expect it to arrive early spring if ordered before Christmas break.

Invoice Total	\$23,606.95
Sales Tax	\$1,180.35
Grand Total	\$24,787.30

This is not a invoice. Please do not pay.

Notes:



Customer acknowledges receipt thereof:



M-F: 8:00 a.m. - 5:00 p.m.
Sat: 9:00 a.m. - 3:00p.m.
Sun: Closed

Local Phone / Toll Free:
(403) 243-7063 (tel:+1(403) 243-7063) / 800-820-8676 (tel:+1800-820-8676)

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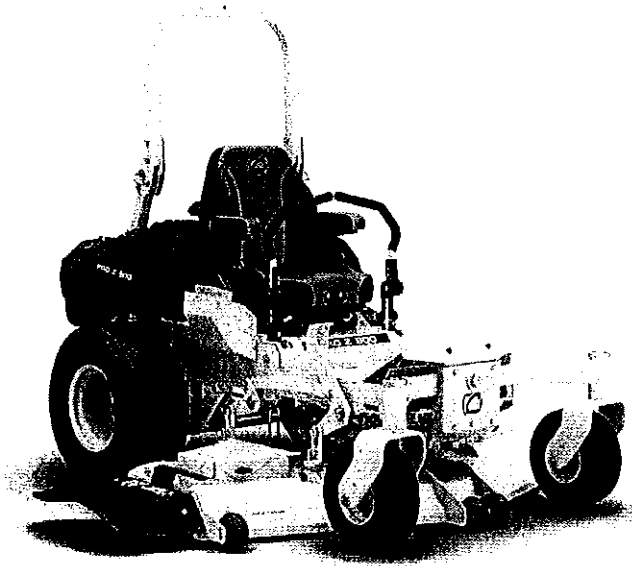
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**Note: Freight and setup fees may apply.
Please contact dealer for details.**

2023 Cub Cadet PRO Z 972 L EFI (53RLHMTY050)

\$23,499.00



Key Features

Availability	Regular Stock Item	Year	2023
Make	Cub Cadet	Model	PRO Z 972 L EFI (53RLHMTY050)

Have a question? Text us here!

Product Features

Lori Miller

From: Mark Rogers <mark.rogers@trochumotors.com>
Sent: Wednesday, November 30, 2022 10:50 AM
To: Lori Miller
Cc: richmeding@gmail.com; tromo.matt@hotmail.com
Subject: F3990

Hi Martin,

We have a quote for repairing the engine issue you have with your mower. The option is to replace the engine which is a cost of roughly \$18,000.00 which includes the engine and labour. From the service department view the best option would be to go with a new mower and use your existing deck. Matt Folkerts will contact you with a quote on a new mower.

If you have any questions, please feel free to contact the service department.

Thank you,

Mark Rogers

Lori Miller

From: Matt Folkerts <tromo.matt@hotmail.com>
Sent: Wednesday, November 30, 2022 11:18 AM
To: Lori Miller; Mark Rogers
Cc: richmeding@gmail.com
Subject: RE: F3990
Attachments: F2690 Quote.pdf; F3990 Quote.pdf

Hey Lori,

I have attached a copy of a couple quotes for you. One would be the replacement for your current one and I did attach another one for a smaller F2690 that would still work for what you guys need but it wouldn't have any emissions on it which can be a big maintenance saver. I also included a new deck on there just in case you guys wanted to get a package deal. If you have any questions please let me know.

Thank you,



Matt Folkerts

Sales | Trochu Motors Ltd.
Cell: 403-505-1874
Phone: 403-442-3866
Email: tromo.matt@hotmail.com
Website: www.trochumotors.com



From: Lori Miller <cao@rockyford.ca>
Sent: November 30, 2022 11:13 AM
To: Mark Rogers <mark.rogers@trochumotors.com>
Cc: richmeding@gmail.com; tromo.matt@hotmail.com
Subject: RE: F3990

Can you please also email the quote for a new mower? This decision will have to be made by Village Council.

Thank you,



Lori Miller
Chief Administrative Officer
Village of Rockyford
Phone: (403) 533-3950
Fax: (403) 533-3744

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Any communication received in error, or subsequent reply, should be deleted or destroyed and the receiver should notify writer by reply.

From: Mark Rogers <mark.rogers@trochumotors.com>
Sent: Wednesday, November 30, 2022 10:50 AM
To: Lori Miller <cao@rockyford.ca>
Cc: richmeding@gmail.com; tromo.matt@hotmail.com
Subject: F3990

Hi Martin,

We have a quote for repairing the engine issue you have with your mower.
The option is to replace the engine which is a cost of roughly \$18,000.00 which includes the engine and labour.
From the service department view the best option would be to go with a new mower and use your existing deck.
Matt Folkerts will contact you with a quote on a new mower.

If you have any questions, please feel free to contact the service department.

Thank you,

Mark Rogers



Trochu Motors Ltd

302 main street Trochu, AB t0m2c0

1-403-442-3866 trochu@telus.net



Quote # 1492794

Reference: F2690/Cash/Matt

Expires: 11/28/2022

Prepared for: Village Of Rockyford

By:

Equipment

1 New Kubota #F2690 TRACTOR/26HP/4WD/ROPS

\$27,500.00



Qty	Item	Class	Description	Serial #	Ext Price
1	#F2690		TRACTOR/26HP/4WD/ROPS		\$27,366.00
1	*F8280		F-SERIES SUSPENSION SEAT		\$567.00
1	Standard Turf Tire		Standard Turf Tire		\$0.00
2	F9377C		24x12.00-12 R3 CARL Bias SR		\$422.00
2	F9398C-1		18x9.50-8 R3 CARL Bias SR		\$144.00
1	K360101000		F2690		\$0.00

* Not exactly as shown. Shown with optional product.

Notes:

1 New Kubota *RCK72P-F39 72" Side Discharge

\$6,500.00

**NO
IMAGE
AVAILABLE**

Qty	Item	Class	Description	Serial #	Ext Price
1	*RCK72P-F39		72" Side Discharge		\$6,511.00

can use current deck.

* Not exactly as shown. Shown with optional product.

Notes:

Quote Summary

Notes:

Equipment Total	\$34,000.00
Administration Fees	\$200.00
Other Taxable	\$0.00
Plus Purchasable Warranty	\$0.00
Selling Price	\$34,200.00
Less Trades	\$0.00
Total After Trades	\$34,200.00
GST/HST	\$1,710.00
PST/QST	\$0.00
Non Taxable Environmental Charges	\$0.00
Other Non-Taxable	\$0.00
Total	\$35,910.00
Liens outstanding on trade-in	\$0.00
Cash Down Payment	\$0.00
Total After Cash Down Payment	\$35,910.00

price subject kubota program changes and Trochu motors inventory

To accept, please sign here and return to dealer



Trochu Motors Ltd

302 main street Trochu, AB T0M2C0

1-403-442-3866 trochu@telus.net



Quote # 1492792

Reference: F3990/Cash/Matt

Expires: 11/28/2022

Prepared for: Village Of Rockyford

By:

Equipment

1 New Kubota #F3990 TRACTOR/39HP/4WD/ROPS

\$31,000.00



* Not exactly as shown. Shown with optional product.

Qty	Item	Class	Description	Serial #	Ext Price
1	#F3990		TRACTOR/39HP/4WD/ROPS		\$31,324.00
1	*F8280		F-SERIES SUSPENSION SEAT		\$567.00
1	Standard Turf		STANDARD Carlisle Bias Turf tires		\$0.00
2	F9377C		24x12.00-12 R3 CARL Bias SR		\$422.00
2	F9398C-1		18x9.50-8 R3 CARL Bias SR		\$144.00
1	K361594050		SHUTTER PLATE KIT (DNR)		\$219.58
1	K361501000		F3990		\$0.00

Notes:

1 New Kubota *RCK72P-F39 72" Side Discharge

\$6,500.00

**NO
IMAGE
AVAILABLE**

* Not exactly as shown. Shown with optional product.

Qty	Item	Class	Description	Serial #	Ext Price
1	*RCK72P-F39		72" Side Discharge		\$6,511.00

can use current deck.

Notes:

Quote Summary

Notes:

Equipment Total	\$37,500.00
Administration Fees	\$0.00
Other Taxable	\$0.00
Plus Purchasable Warranty	\$0.00
Selling Price	\$37,500.00
Less Trades	\$0.00
Total After Trades	\$37,500.00
GST/HST	\$1,875.00
PST/QST	\$0.00
Non Taxable Environmental Charges	\$0.00
Other Non-Taxable	\$0.00
Total	\$39,375.00
Liens outstanding on trade-in	\$0.00
Cash Down Payment	\$0.00
Total After Cash Down Payment	\$39,375.00

price subject kubota program changes and Trochu motors inventory

To accept, please sign here and return to dealer

REQUEST FOR DECISION



Subject: Marigold Insurance Amendment

Prepared By: Lori Miller

Council Meeting Date: December 14, 2022

Agenda Item: 8F

Background: Marigold Library System had to clarify a portion of their insurance agreement and as such has an amended agreement that requires a signature.

Options: 1. Council discuss the amendment and provide the signature to Marigold Insurance Amendment.
2. Council can discuss and decline to sign the amendment.

Financial Implications:

Communication: N/A

Recommendation: That Council provides the signature required to the Marigold Insurance Amendment.

Lori Miller

From: Lynne Price <lynne@marigold.ab.ca>
Sent: Wednesday, November 30, 2022 10:09 AM
To: Lori Miller
Cc: tyler.rockyford@gmail.com; geeraert.april@hotmail.com; Rockyford Library
Subject: Insurance coverage for library - amendment to the Marigold Agreement
Attachments: MARIGOLD AGREEMENT - INSURANCE AMENDMENT - DECEMBER 2022.pdf;
MARIGOLD AGREEMENT - Red Line - INSURANCE AMENDMENT - DECEMBER 2022.pdf

Good morning Lori,

We are asking municipalities to approve a small but critical update to the Marigold Library System Agreement for an important housekeeping item. This is required for Marigold to continue to provide insurance coverage for collections at member libraries.

In early 2022, amendments to the Marigold Agreement were approved by the Marigold Board and circulated to municipalities. As per the Agreement, approval was received from a minimum of 60% of the Parties to this Agreement representing 60% of the people living within the boundaries of Marigold. Municipal approvals put the new Agreement into effect late this fall.

The 2022 Agreement clarified on page 7 that physical library collections belong to the local library once they are delivered to the library – they do not belong to Marigold. An unintended consequence of this change is that because we clarified ownership, our insurer pointed out Marigold no longer has financial interest in the library collections (it is not our property). Without including insurance provision in the master Agreement, we wouldn't be able to continue insuring the library collections. Insuring the library collections is an important core service that Marigold has provided to member libraries for decades.

The Marigold Board has remedied this situation by adding appropriate language acceptable to our insurer into a revised Marigold Agreement. The updated Marigold Agreement - INSURANCE AMENDMENT (attached), now includes the language "Marigold insures the physical collections at member libraries". A red line version indicating the change on page 7 is also attached.

How this is approved is up to your municipality. Some may require it to go to Council while others have had the Mayor or other signing authority provide the approval, since it doesn't involve significant changes and is part of established service provision to the library. Marigold does not need to sign the Agreement. Once signatures have been obtained, please scan and email the signed copy to me.

Marigold provides confirmation at the beginning of each year for each member library confirming the collection contents value insured (print and audiovisual materials). Marigold regularly reviews the contents of each library to ensure adequate coverage is provided for the collection. The value is calculated at \$13/item and is based on the Polaris ILS software inventory for books and audiovisual material in each library's collection.

The local library is responsible for insuring contents such as furniture, equipment and the building. Equipment the library must insure includes any collection items that cannot be shared in interlibrary loan, such as trekking poles, telescopes, tools, sewing machines, or other "Library of Things" items.

Please let me know if you have any questions. You are welcome to email or call my cell at 403-796-5338. Thank you,
Lynne



Lynne Price
CEO
lynne@marigold.ab.ca
Phone: 403.934.5334 EXT. 248
Toll-Free: 1.855.934.5334
Unit B, 1000 Pine Street
Strathmore AB, T1P 1C1
www.marigold.ab.ca



An Agreement
by and between
the parties comprising
Marigold Library System

January 1, 1994
Amended January 1, 1998
Amended April 15, 2000
Amended August 2002
Amended November 3, 2007
Amended June 29, 2007
Amended April 22, 2008
Amended August 1, 2015
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 January 29, 2022, 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 Marigold 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 42.
22. Residents of Municipalities that do not participate in any Alberta Library System are not eligible to use the services provided by 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, 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. **Marigold insures the physical collection at member libraries.**
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. **Marigold insures the physical collection at Community Libraries.**

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:

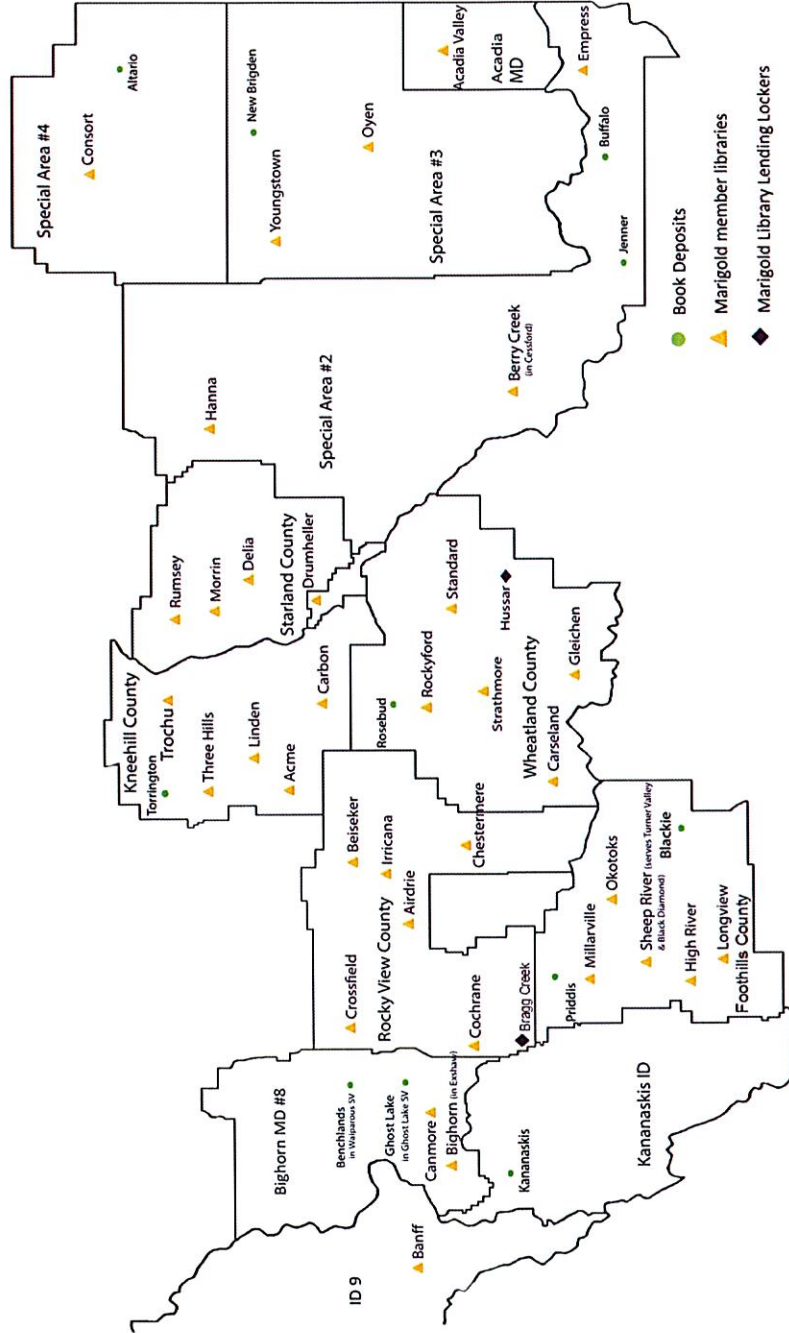
1. Council of the Municipal District of Acadia #34
2. Council of the Village of Acme
3. Council of the City of Airdrie
4. Council of the Town of Banff
5. Council of the Village of Beiseker
6. Council of the Municipal District of Bighorn #8
7. Council of the Town of Black Diamond
8. Council of the Town 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**



2022 Operating Budget

ACCT #	DESCRIPTION	NOTES	2022		2022		2022		2022	
			BUDGET	Actuals as at Mar 31	Actuals as at Jun 30	Actuals as at Sep 30	Actuals as at Nov 30			
2-11-00-104	Council CPP		\$ (600.00)	\$ 86.99	\$ 226.41	\$ 271.78	\$ 341.15			
2-11-00-151	Council Meeting Fees		\$ (17,000.00)	\$ (3,769.82)	\$ (8,718.34)	\$ (11,784.88)	\$ (15,020.46)			
2-11-00-200	Council Cards/Gifts		\$ (500.00)	\$ (571.37)	\$ (571.37)	\$ (935.59)	\$ (935.59)			
2-11-00-211	Council Mileage & Subsistence		\$ (2,000.00)	\$ (1,099.93)	\$ (3,167.70)	\$ (4,539.56)	\$ (5,672.86)			
2-11-00-510	Council Lunches		\$ (1,500.00)	\$ (33.35)	\$ (758.17)	\$ (864.12)	\$ (894.12)			
	SURPLUS(DEFICIT)		\$ (21,600.00)	\$ (5,387.48)	\$ (12,989.17)	\$ (17,852.37)	\$ (22,181.88)			
ADMINISTRATION										
1-12-00-410	Sale of Services/Goods		\$ 1,000.00	\$ 580.00	\$ 1,000.00	\$ 1,270.00	\$ 1,765.00			
1-12-00-590	Admin fee-H.O.Refund/other		\$ 1,100.00	\$ 1,316.05	\$ 1,776.05	\$ 4,978.21	\$ 4,505.68			
			\$ 2,100.00	\$ 1,896.05	\$ 2,776.05	\$ 6,248.21	\$ 6,270.68			
2-12-00-100	Admin Payroll		\$ (98,000.00)	\$ (23,716.26)	\$ (51,908.88)	\$ (73,590.14)	\$ (87,764.97)			
2-12-00-101	Admin CPP EI		\$ (2,700.00)	\$ 1,228.38	\$ 764.78	\$ 580.45	\$ (644.73)			
2-12-00-102	Admin Benefits	Substantial increase due to family rate	\$ (11,280.36)	\$ (2,767.13)	\$ (5,573.38)	\$ (7,573.19)	\$ (9,709.89)			
2-12-00-200	Admin Contract Services	Includes website costs, OS Muni train, Elaine contract	\$ (2,900.00)	\$ (1,024.00)	\$ (3,132.00)	\$ (3,732.00)	\$ 3,183.00			
2-12-00-211	Admin Mileage & Subsistence	Includes Training	\$ (3,600.00)	\$ (89.25)	\$ (499.17)	\$ (580.87)	\$ (910.47)			
2-12-00-215	Phone, Fax and Internet		\$ (4,500.00)	\$ (1,095.92)	\$ (1,994.85)	\$ (3,091.37)	\$ (3,654.11)			
2-12-00-218	Postage		\$ (1,100.00)	\$ (92.00)	\$ (469.00)	\$ (756.69)	\$ (848.69)			
2-12-00-220	Memberships	Ab Muni Inc. by \$100 and new membership to MATPW-5175	\$ (1,750.00)	\$ (1,578.78)	\$ (1,578.78)	\$ (1,578.78)	\$ (1,578.78)			
2-12-00-223	Land Titles		\$ (30.00)	\$ (5.05)	\$ (15.05)	\$ (15.05)	\$ (15.05)			
2-12-00-225	Advertising	Includes adv for CAO	\$ (500.00)	\$ (1,198.70)	\$ (1,678.70)	\$ (1,678.70)	\$ (1,678.70)			
2-12-00-230	Auditor		\$ (17,000.00)	\$ (4,113.22)	\$ (4,113.22)	\$ (15,018.90)	\$ (20,000.00)			
	-Assessor		\$ (5,000.00)							
	-Legal/Appraisal		\$ (1,000.00)							
	-Alberta 1st Call		\$ (300.00)							
2-12-00-240	Election		\$ (1,750.00)	\$ (1,365.45)	\$ (1,424.30)	\$ (1,424.30)	\$ (1,424.30)			
2-12-00-250	Equipment R&M - Contracts	Munsoft - increased because of new Bank Rec Module	\$ (4,800.00)	\$ (3,691.51)	\$ (3,970.00)	\$ (4,345.60)	\$ (4,345.60)			
	-Copier Contract	Toshiba - includes Dec 21 Invoice \$278.49	\$ (1,300.00)	\$ (560.92)	\$ (686.36)	\$ (697.74)	\$ (829.73)			
2-12-00-251	Building R & M	To include tile repair	\$ (5,000.00)	\$ (967.14)	\$ (1,872.85)	\$ (4,731.55)	\$ (40,839.06)			
2-12-00-274	Liability Insurance	Includes \$8263.94 billed to Ag Society - pd	\$ (6,300.00)	\$ (15,045.31)	\$ (15,045.31)	\$ (15,045.31)	\$ (6,781.37)			
2-12-00-275	WCB Insurance		\$ (2,800.00)	\$ (792.70)	\$ (1,716.70)	\$ (2,640.70)	\$ (2,640.70)			
2-12-00-510	Supplies		\$ (1,500.00)	\$ (869.98)	\$ (1,243.63)	\$ (1,243.63)	\$ (1,733.49)			
2-12-00-540	Utilities - Power & Gas		\$ (3,200.00)	\$ (525.14)	\$ (1,269.44)	\$ (2,110.19)	\$ (2,466.48)			
2-12-00-541	Water/Sewer		\$ (1,350.00)	\$ (243.20)	\$ (614.60)	\$ (986.00)	\$ (1,233.60)			
2-12-00-542	Carbon Levy	Does not include Dec.	\$ (200.00)	\$ (60.84)	\$ (120.60)	\$ (134.38)	\$ (139.74)			
2-12-00-810	Bank Service Charges	Does not include Dec.	\$ (850.00)	\$ (240.38)	\$ (554.20)	\$ (873.91)	\$ (1,048.70)			
2-12-00-990	Misc. [gifts etc.]	Elaine gift	\$ (178,710.36)	\$ (57,939.47)	\$ (98,542.47)	\$ (141,478.43)	\$ (187,315.04)			
	SURPLUS(DEFICIT)		\$ (176,610.36)	\$ (56,043.42)	\$ (95,766.42)	\$ (135,230.22)	\$ (181,044.36)			
ACCT #	DESCRIPTION	NOTES	2022		2022		2022		2022	

2022 Operating Budget

	Tree Trimming/Weed Control				\$	(3,875.00)	\$	(5,875.00)	\$	(14,515.00)
	-Contract Labour			\$	(635.00)	\$	(697.50)	\$	(707.50)	\$
	-Sidewalk & Street Repairs					\$	(1,610.00)	\$	(1,610.00)	\$
	Freight									
2-32-00-218	R&M - Equipment		\$	(5,000.00)	\$	(168.00)	\$	(168.00)	\$	(587.77)
2-32-00-250	Insurance - Equipment		\$	(900.00)	\$	(1,475.47)	\$	(1,475.47)	\$	(967.58)
2-32-00-274	Supplies		\$	(11,500.00)						(3,929.39)
	-Gravel, sand, cold mix									
	-Xmas Decorations									
	-Misc. (signs, culvert, flowers)									
2-32-00-520	Equipment Supplies		\$	(3,200.00)	\$	(4,549.56)	\$	(5,955.52)	\$	(6,269.66)
2-32-00-540	Utilities - Power		\$	(23,900.00)	\$	(653.88)	\$	(2,001.97)	\$	(3,339.43)
2-32-00-831	Debtenture - Interest March 2026		\$	(5,644.86)	\$	(3,731.63)	\$	(9,459.32)	\$	(15,200.24)
2-32-00-832	-Principal		\$	(25,562.20)			\$	(2,972.49)	\$	(2,972.49)
			\$	(85,707.06)	\$	(11,213.54)	\$	(40,846.31)	\$	(51,190.10)
	SURPLUS(DEFICIT)		\$	(85,707.06)	\$	(11,213.54)	\$	(40,846.31)	\$	(51,190.10)
	DRAINAGE									
2-37-00-200	Drainage Contracted Services		\$	(1,500.00)						
2-37-00-250	Drainage Equip-R & M									
2-37-00-510	Drainage Supplies		\$	(1,200.00)	\$	(160.26)	\$	(604.37)	\$	(784.62)
2-37-00-540	Utilities - Power									
	SURPLUS(DEFICIT)		\$	(2,700.00)	\$	(160.26)	\$	(604.37)	\$	(784.62)

2022 Operating Budget

School Taxes Collected		\$	(87,205.00)	\$	(23,268.72)	\$	(44,582.46)	\$	(61,172.12)	\$	(81,204.73)
GROSS TAXES		\$	356,747.24	\$	(23,268.72)	\$	399,627.86	\$	383,038.20	\$	363,005.59
1-00-00-510 Penalties & Costs		\$	30,172.79	\$	(1,495.34)	\$	(3,322.55)	\$	4,333.98	\$	4,333.98
1-00-00-540 Franchise Revenue		\$	48,000.00	\$	14,795.81	\$	31,990.71	\$	41,999.66	\$	48,100.55
1-00-00-550 Return on Investment		\$	4,900.00	\$	1,551.49	\$	4,505.64	\$	11,889.03	\$	18,295.82
1-00-00-590 Other Rev Own Sources		\$		\$	4.00	\$	4.00	\$	14.00	\$	14.00
1-00-00-740 Prov. Uncond. Grant		\$	31,119.00	\$		\$		\$	31,119.00	\$	31,119.00
		\$		\$		\$		\$		\$	
		\$	114,191.79	\$	14,855.96	\$	33,177.80	\$	89,355.67	\$	101,863.35
		\$		\$	(8,412.76)	\$	432,805.66	\$	472,393.87	\$	464,868.94
Total Taxes/Penalties/Franchise Fees		\$	470,939.03	\$	(8,412.76)	\$	106,372.31	\$	90,080.03	\$	(68,296.98)
		\$		\$	(144,514.79)	\$		\$		\$	
NET TAXES		\$	(18,240.86)	\$	(144,514.79)	\$	106,372.31	\$	90,080.03	\$	(68,296.98)



ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister
M.A. Calgary-Shaw

AR110130

Subject: 2022/23 Fire Services Training Program Grant

Dear Chief Elected Officials:

It is my pleasure to announce that Municipal Affairs has reinstated the Fire Services Training Program. This program will provide \$500,000 in grant funding annually starting in 2022/23. Public safety is always a priority and, while we respect that fire services is a municipal responsibility, the Government of Alberta recognizes that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes below:

- Alberta communities are supported in developing capacity to prevent, prepare for, and respond to identified risks.
- Training of fire services remains current and is updated as required.
- Training aligns with and supports community planning.

The grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant.aspx. If interested, please forward this information to your chief administrative officers and fire chiefs so they may complete the application form. Collaboration involving multiple municipalities is permitted but not required.

If you have any questions regarding the grant applications or the program guidelines, feel free to contact Municipal Affairs at 1-866-421-6929 or firecomm@gov.ab.ca.

This government recognizes the important work of fire services, and the grant program will help fire departments across the province be prepared with knowledge and skills to protect their communities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebecca Schulz', written in a cursive style.

Rebecca Schulz
Minister

Lori Miller

From: Wendy Gerbrandt <wendyg@albertacf.com>
Sent: Wednesday, November 30, 2022 9:08 AM
To: Lori Miller; cao@villageofstandard.ca; office@villageofhussar.ca
Cc: Jamie Kramble (jamie.kramble@wheatlandcounty.ca)
Subject: Rural Renewal Program - Regional Collaboration to address labour challenges

Follow Up Flag: Follow up
Flag Status: Completed

Good Afternoon Liz, Yvette, and Lori,

I hope this email finds you well.

I want to introduce you to Jamie Kramble (EDO, Wheatland County) and have copied him on this email. Jamie is also on the CFWR Community Economic Development Committee and I asked I provide an introduction and overview of what he has been directed to do. Could you please respond to both Jamie and I in your response.

On November 22, 2022, Wheatland County Council has directed their Administration to continue with intermunicipal conversations on the Rural Renewal Program with the Town of Strathmore and three Villages within Wheatland County and Community Futures Wild Rose to explore the application process and then report back to Wheatland Council. CFWR is currently in the PRELIMINARY process of developing a plan and securing Provincial/Municipal funds to hire a consultant to conduct a labour market study and strategic plan that will allow us to identify and address the labour challenges/needs within the region and determine if the rural renewal stream program will be a beneficial program to address labour needs/challenges.

The Alberta Advantage Immigration Program – Rural Renewal Stream supports the attraction and retention of newcomers to rural Alberta through a community-driven approach that supports local economic development needs and contributes to the growth of the community. The Rural Renewal Stream empowers rural communities to recruit and retain foreign nationals to live, work and settle in their communities.

I am seeking input for our CED Committee from our Villages/Towns to determine:

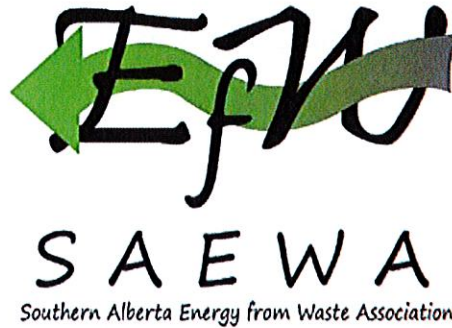
1. Have you registered or are you interested in registering your community to become designated in the Rural Renewal Program?
2. Have you undertaken any studies or have access to any data that validates there is a labour shortage/challenges in your community?
3. Would you be interested in collaborating as a region to participate in this program?

This is in the very early stage and we are seeking input from your municipality to determine if this is a program that has been discussed by your Council and if there is willingness to learn more or participate in such a program. At this time, we are not asking for any commitment, we are just seeking your input in which to send back to the CED Committee and our consultant to draft a project plan and budget.

Thank you and we look forward to hearing from you.

Sincerely,

Wendy



Southern Alberta Energy from Waste Association (Est 2012)

MISSION: To find an alternative to landfilling residential waste that will reduce climate impact.

Briefing Update – November 23, 2022

SAEWA, after a thorough and sequential process has reported the completion of the Review of the Expressions of Interest and scoring process guided by HDR Engineering (the Engineering Firm) who has provided a Confidential Summary of the Expression of Interest process now reviewed and approved by the Board.

As was reported to the Board on November 18th, the process unfortunately has been delayed by the scheduling availability of a major corporation and the Steering Committee is now working towards coordination of meetings early 2023 for further clarification to move forward.

SAEWA will be submitting an application to the Alberta Community Partnership funding program on December 17th. The funds are essential and timely to the facilitation of a Memorandum of Understanding Agreement with “the” qualified Energy-from-Waste Investment partner to move forward in development of a 300,000 Tonne energy-from-waste

facility at the Newell County Landfill Site. SAEWA will also be seeking letters of endorsement from Member Municipalities and relevant MLA's.

Background:

By resolution of the SAEWA Board on June 15, 2022 appointed a Steering Committee tasked to complete the Request for Expression of Interest and Expression of Interest Evaluation Process. The REOi Committee process was activated on record as commenced on June 20, 2022 and was completed January 2022 along with the confidential review and scoring process.

Summer 2022, the SAEWA Waste Volumes Review Committee along with Chair Juska provided a report update to the Board as a result of the current review of waste volumes comparing 2010 waste volumes to 2021. The results demonstrated that volumes have increased marginally by 5,000 tonnes over this period. - This also concludes that the waste volumes have been maintained consistently with only a slight increase through the last decade of membership to SAEWA - despite a general population increase to the membership area as reported at: Statistics Canada for the 2021 Census population results updated April 27, 2022. <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E>

Through the successful award of the Alberta Community Partnership Intermunicipal Collaborative Funding \$149,000 award (2021 – 2022) the Steering Committee was able to complete the qualification of the (3) Consortia Expressions of Interest to move forward with the formal process of review and scoring evaluation of the (3) Consortia submissions received October 2021.

The SAEWA Steering Committee after the review of the NDA, Non-conflict and Anti-Lobbying Agreements by its legal firm of record, Brownlee LLP signed the documents to activate the review and scoring process along with HDR representation as the Lead Engineer in the EOI process.

SAEWA advises members, stakeholders and the public that they officially engaged in the formal process of review of the (3) Energy-from-Waste (EfW) Consortia Expressions of Interest (EOI) June 1, 2022.

Expression of Interest process of submissions of proposal to partner with SAEWA – completed October 2021

- SAEWA as a result of the Request for Expressions of Interest process received 3 Expressions of Interest from (in no particular order):

1. Covanta – EQT Infrastructure

2. Hitachi Zosen INOVA

3. SUEZ - VEOLIA

Membership: Fifty plus communities consisting of Hamlets, Villages, small Urban and Rural Municipalities, and waste authorities

Processing Capacity: Up to 300k tonnes per year.

Potential Outputs: +/- 50 MW electricity +/- 1m tonnes process steam

Estimated tipping fees: \$50 per tonne with higher level (non granted) government support. \$90 per tonne with debt financing.

Green House Gas Reductions (peer reviewed): 230k tonnes per year, 7m tonnes over 30 year lifespan of the facility

Engineers of Record: HDR Inc.

Funds Expended:

Higher level of Governments \$1.5m (Federal and Provincial)

Municipal support estimated \$2.0m (member representation)

Engineering Work Completed: (supported by Federal & AB Provincial Funding Programs \$2.1m)

- Project Development Plan
- Regulatory Requirements Plan
- Siting Process Plan
- Communications Plan
- Procurement Process Plan
- Initial Business Plan
- Detailed Business Plan
- Governance Model established by Brownlee LLP
- Waste Stream Characterization
- Transportation Study and Siting Analysis (U of A)

- Site Selection Process (13 submissions received in interest of hosting the site; in result of selection process Newell County Landfill identified as host site)
- Environmental Life Cycle Analysis: HDR with 3rd Party Review by O&G Sustainability and Pembina Institute confirming reduction of 7 million tonnes GHG's and methane over facility lifecycle (35 years)
- Request for Expressions of Interest Process completed (2021)
- Expression of Interest Review Process (in-progress in selection of a preferred investment partner)

Work Completed February 2020: (ACP \$400,000)

- Site Study Evaluation Analysis completed by HDR and
- Site Announcement: Newell Regional Waste Landfill Site
- Extensive Provincial Government Engagement process completed

Work Completed Summer – Winter 2020 (CARES \$48,000)

- EfW Economic & Environmental Outreach Analysis roll-up

Socio-Economic Impact of a Proposed Energy-from-Waste Facility in Newell County

A Better Waste Management Alternative

- The proposed Energy-from-Waste facility to be located in Newell County, is planned to process a maximum of 300,000 metric tonnes of municipal solid waste per year from various SAEWA member municipalities and other waste generators across southern Alberta.
- The primary purpose of the facility is to divert waste streams from landfill sites resulting in GHG emission reductions estimated at 7 million metric tons of CO₂-equivalents – equivalent to taking over 53,000 vehicles off the road, and currently valued at \$75 million over the lifecycle of the project.
- The facility would generate approximately 205,000 MWh of electricity per year – enough to power over 28,000 homes, resulting in annual revenues of at least \$11 million per year. Additionally, alternative energy sales opportunities such as selling steam to neighbouring industrial facilities could also prove to be even more valuable.
- The facility is also estimated to recover 5,400 metric tonnes of metal annually for recycling.
- Other waste streams could also be processed at the facility, including railway ties, specified risk materials, and other unique waste streams from local industrial facilities.

Economic Impacts

- Development of the 300,000 tonne scale EfW facility in Southern Alberta will stimulate the energy and value-add economy which directly represents key pillar priorities framed within the Province's Recovery Plan economic diversification and energy innovation goals.
- The construction of the facility will create approx. 490 high-paying jobs over 3 years (1,471 job-years) generating approx. \$108 million in employment income, generate approx. \$442 million in business revenues (mainly in Alberta), and add approx. \$183 million in GDP.
- The ongoing operations of the facility will create an additional approx. 57 direct permanent jobs and approx. 69 indirect jobs (for a total of 126), generating approx. \$11 million in employment income.
- The EfW facility will spur additional economic development. The facility has the ability to use steam energy for district heating enabling co-location such as greenhouse, agricultural production, anaerobic digestion facilities and further providing energy to nearby industries such as meat packing plants.

Detailed Economic Impact Estimates

Table 1: Impact of Facility Construction, Cumulative over Construction Period

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs (Job-Years)	Average Salary, \$
Direct	\$281.1	\$89.5	\$60.2	762.4	\$78,927
Indirect	\$106.7	\$55.7	\$33.6	435.4	\$77,146
Induced	\$54.3	\$38.1	\$14.0	273.4	\$51,337
Total	\$442.2	\$183.3	\$107.8	1,471.3	\$73,272

Note: monetary values are in 2015 dollars.

Table 2: Impact of Facility Operations, Average Annual

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs	Average Salary, \$
Direct	\$24.7	\$12.2	\$5.9	56.8	\$104,429
Indirect	\$14.0	\$6.9	\$3.5	42.6	\$81,355
Induced	\$5.3	\$3.7	\$1.4	26.6	\$51,389
Total	\$44.0	\$22.8	\$10.8	126.0	\$85,421

Note: monetary values are in 2015 dollars.

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MINUTES OF BOARD OF DIRECTORS' MEETING

Held in the Palliser Regional Municipal Services (PRMS) Building; Hanna, Alberta, on Thursday the 20th day of October 2022, at 9:00am.

Board Members Present

Kyle Olsen
Dennis Kuiken
Dale Norton
Chris Reeds
John Kimber
Trevor Hittel
Crystal Sereda (remotely)

Representing

Town of Hanna
Village of Acme
County of Paintearth No. 18
Town of Trochu
Special Areas Board
Town of Oyen
Town of Drumheller

PRMS Administration Present

Devin Diano, CEO/Director of Planning (remotely)
Kari Bott, Executive Assistant
Garry Wilson, Subdivision Planner

Guest Speakers

Ian Gray, Nichols Applied Management Inc. (remotely)

1. **Welcome, Call to Order**

Chairman Kyle Olsen called the board meeting to order at 9:03am.

2. **Approval of Agenda**

The October 20th circulated board meeting agenda was reviewed. Devin requested the new business be addressed before the business update to accommodate Ian Gray's presentation.

MOTION BY: Dennis Kuiken

"The October 20th, 2022 board meeting agenda is approved as amended with new business presented before the CEO's business update."

CARRIED

3. **Approval of Board Meeting Minutes of June 23rd, 2022**

MOTION BY: Dale Norton

"The June 23rd, 2022 Board Meeting Minutes are approved as circulated."

CARRIED

4. **New Business**

i. PRMS Salary Study – Ian Gray, Nichols Applied Management

Ian Gray presented the comprehensive *Review of Salary Grid* report. Ian outlined the in-depth findings contained within the report and made a recommendation of a new grid and job classification system.

MOTION BY: Chris Reeds

"Palliser Regional Municipal Services' Board of Directors accepts the Nichols Applied Management's *Review of Salary Grid* report as information."

CARRIED

ii. PRMS Draft 2023 Budget and Requisitions

Ian Gray presented Nichols Applied Management's *Recommended Changes and Funding Requirements* report based upon numerous CAO meetings and Funding Formula Committee meetings held throughout the year. Ian provided a presentation of the 2023 budget as well as the requisitions which were recommended to be phased in over the next 3 years.

Ian and Devin have met with the Starland County council members and the Special Areas Board's Advisory Council and will be presenting the *Recommended Changes and Funding Requirements* information to all municipal council members during a virtual evening meeting on November 3, 2022.

MOTION BY: Trevor Hittel

"Palliser Regional Municipal Services' Board of Directors accepts Nichols Applied Management's *Recommended Changes and Funding Requirements* report for information."

CARRIED

iii. PRMS Draft Strategic Plan 2022-2027

Ian Gray presented Nichols Applied Management's *PRMS Strategic Plan 2022-2027* report to the Board. The Vision, Mission and Strategies were expanded upon as well as the Service Offerings covered by the requisition and those services available as a fee for service. Ian reviewed the Value Proposition and summarized the advantages of membership with PRMS.

MOTION BY: Dennis Kuiken

"Palliser Regional Municipal Services' Board of Directors accepts the *PRMS Strategic Plan 2022-2027* prepared by Nichols Applied Management for information."

CARRIED

Ian Gray and Garry Wilson left the meeting at 11:15am.

iv. ISDAB Request for Decision – Town of Castor

MOTION BY: Dale Norton

"Palliser Regional Municipal Services' Board of Directors authorizes the PRMS organization to enter an ISDAB Agreement with the Town of Castor."

CARRIED

Devin noted that 18 of the 24 PRMS municipal members are now members of the PRMS ISDAB.

v. Board of Directors Council Communications

Kyle recently sent out an email communication to municipal member CAOs and PRMS representatives to keep the channels of communication open between the PRMS Board of Directors and the representatives and their municipalities. Kyle advised he will include the PRMS adopted meeting minutes in his future email correspondence to ensure everyone is receiving information of PRMS activities.

The PRMS Board of Director Orientation Package will be amended to reflect this initiative by Kyle and will be included in the duties of the PRMS Chairman of the Board.

vi. AGM Date

MOTION BY: Crystal Sereda

"Palliser Regional Municipal Services' Board of Directors sets December 8th, 2022, at 4pm as the date and time for the 2022 AGM. The meeting will be held in the PRMS Boardroom, and a meal and door prizes will be provided."

CARRIED

5. Business Update

i. CEO Report – Devin Diano

Devin presented an update of the 2022 planning and development activity in the PRMS region; subdivision activity of 31 applications received to date; the GIS management project & FCM Grants; and a current financial update.

MOTION BY: Dennis Kuiken

"Palliser Regional Municipal Services' Board of Directors accepts the CEO's Business Activity Report for information."

CARRIED

6. **In Camera** – CEO Performance Review

MOTION BY: Dale Norton

“Palliser Regional Municipal Services’ Board of Directors moves In Camera.” At 12:00pm

CARRIED

Devin Diano and Kari Bott left the meeting.

MOTION BY: Chris Reeds

“Palliser Regional Municipal Services’ Board of Directors rises from In Camera.” At 12:18pm.

CARRIED

PRMS Board of Director member Crystal Sereda left the meeting at 12:18pm.

MOTION BY: John Kimber

“Palliser Regional Municipal Services’ Board of Directors performed the review of CEO Devin Diano. Kyle Olsen will present the review to Devin Diano at a future date to be determined by them.”

CARRIED

7. **Next Meeting**

The next meeting scheduled for November 24th will be rescheduled to November 17th due to unavailability of the PRMS Boardroom.

8. **Adjournment**

MOTION BY: Kyle Olsen

“The Board of Directors’ meeting is hereby adjourned.” at 12:25 pm.

CARRIED



Devin Diano, PRMS CEO/Director of Planning



Kyle Olsen, PRMS Chairman of the Board

Dear Darcy Burke,

I was very surprised to receive a letter from you on behalf of the village of Rockyfords. That was an incredible honour for myself and my now wife.

Thank you for the kind words and thinking of us on our wedding day

from

Mitchel and Amie-Anne Kathol



Council Committee Report
November 2022
Darcy J Burke

WFCSS

- Shannon Laprise elected chairperson, Donna Biggar elected vice chairperson
- 2023-2025 Funding agreement presented
- Food Bank is in need of volunteer drivers
- Christmas and Staff recognition
- 2023 Budget discussion
- 34 Good Food Boxes order for Dec 2
- Wellness Bags will be packed on Jan 5
- Christmas Hamper Society in full swing and need volunteers
- Office calls and traffic are increased considerably
- Home Support 32 clients

WRC

- I stepped down as chairperson. Martin Gauthier was nominated chairperson and Scott Klassen as Vice Chairperson
- Hired our 3rd operator
- Water metre replacements are ongoing in both villages
- THM testing has been completed with lower numbers than 3 years ago
- Discussion regarding County board governance and operations review

Wadmesa

- I was re-elected Chairperson and Rick Laursen is Vice Chairperson
- 3702 YTD calls which represents a 21.1% decrease in call volume
- Crews are spending more time in local area for calls
- Rob to attend the service partner summit in Red Deer
- Quarterly meeting with AHS delayed until December 6, 2022

LGFF Allocation Funding

- As per separate email

There was a leaking curb stop at the United Church in Rockyford. We had Grays perform the repair.

We hired Garth Wells on September 12th as our third operator. He worked his practicum with Newell Regional and just wrote his Water Treatment exam on November 12 and passed with a 94%. He is working towards his Level 1 certification.

Over the past couple of months, we have been working with the Villages of Rockyford and Standard and performing water meter replacements. It is a slow process between waiting for meters to come in on back order and then making arrangements with home owners it is a work in progress.

-Hydrant flushing and testing in Rosebud was done in August.

FHM testing was done in August and the results were great. The levels were lower than they were 3 years ago.

Gleichen hydrant flushing and testing was also completed.

Standard hydrant flushing and testing done in September. Found one hydrant not working. This was reported to the Village office.

On September 21st we received notice from Bureau Veritas that the microcystin sample was broken enroute to the lab in Ottawa. We had to phone this in as a non-compliance and take another sample, and drive it to the Calgary lab. We have been having issues getting our sample bottles from BV labs, so we are going to get quotes from some other labs in Calgary and try somewhere else.

Keenan took some vacation time from September 18-26th.

This past summer there was a storm and it blew large dead trees from the WID side down onto our chain link fence at raw water. WID cut down the trees, but said they are not responsible for the damage because it was an act of nature. I was able to get two quotes for repairs and due to the cost decided to run this through insurance. One quote was for \$9,686.25 and the other was for \$9,466.63. A contractor has been hired, but due to scheduling and weather the repair has not taken place yet. September 27-28, we received a report that water was flowing down the street onto Memory Lane in Standard. Turned out to be a water main break on Christian Ave. Grays was called to perform the repair and began work on the morning of the 28th. Water was turned off to a portion of the Village the evening of the 27th, and was restored by 4:00pm the following day. Flushing of the line and water samples were taken.

NRC coordinated with Grays to work on curb-stop replacements in Rockyford.

Rockyford is planning to replace sidewalks along main street and asked that WRC test the curb-stops along that area prior the replacement.

October 25th the VFD was replaced on Pump 2 in Rosebud. In the County budget for 2022 a new digital scale was supposed to be purchased and installed. In September when we asked about the status it was discovered that no one had looked after the matter, and we were asked to research and get a quote for a scale.

Report for councillor Leah Smith

Nov3 CFWR Ced & Regular

Nov 9 Village Reg

Nov 21 WHMB -strategic plan, organizational and Regular

Nov 22 Village Special

Nov 23 Ag Society

Nov24 Village Special

Council report for December council meeting
By Bill Goodfellow

Mtg attended

Nov 9 council meeting -unable to attend

Nov 17- palliser mtg - no invitation

Nov 17 DDSWMA agm ,organizational, budget, general

Discussion on EPR,& ARMA

Draft 1of budget fell because the tipping fees won't be increased but the reserves were open with requisitions possibility 6% of budget increase when amount of budget is determined

Reserve size and growth speed were questioned (closure reserve)

Transtor costs at \$140,000 rockyford in 2025- steel still high

Fuel price still high

10 year master management program wanted \$80,000 in next 2 years

Finding new normal with revenue and expenses acceptable

Rick Laurason WC retains the chair

Nov 22- special mtg with standard - county legal issues - deadline Dec 1 - mtg with kloot on Nov 30

Nov 27- special mtg for property zoning issues for property on Railway - approved

Nov 30 RFC AGM- Vor letter from Francis Garriott to eliminate rent at PRP

Dec 15 DDSWMA budget and general meeting

Council report
Tyler Henke
Nov 2022

Nov 3: attend online Palliser meeting.

Nov 26: Marigold Library meeting

Biggest change was the adjustment to the insurance coverage of member libraries. An amendment was suggested and sent back to councils for approval

Previous marigold building is still for sale. Hopeful that with new interest in the area, this won't be for long

CAO Report – November 2022

- Updated municipal addresses provided by Palliser and send letters to property owners.
- Snow clearing letters sent to various homeowners.
- Investigate trailer left in Site 29 at campground, contacted Wheatland Bylaw to find owners.
- Wrote and delivered letter about Rockyford Bucks to businesses in the Village.
- Updated Liberty Security users/codes.
- Created and distributed Christmas Light Up contest posters.
- Attended Drumheller Solid Waste meeting online.
- Spoke with Municipal Affairs, casual legal and AUMA Insurance regarding legal matters.
- Contacted Palliser regarding the possibility of changing the LUB for 108 Railway Ave.
- Meeting with Village of Standard.
- Attended AB Munis Proposal for LGFF allocations online.
- Spoke with realtor about possible subdivision and development of 6 acre parcel. The current developer they are working with in Strathmore is doing RTM duplexes which doesn't fit with the current zoning of this parcel.
- Special meeting of council with realtor and potential investors.
- SDAB clerk training online.
- Retained legal counsel, online meeting with legal.
- Municipal Affairs Administration Training Initiative courses – 16 courses over 5 days.