

Regular and Closed Meeting Agenda
for Tuesday, October 10, 2023, at 5:30 p.m. to be held
in the Council Chambers, in the Town Hall Complex,
at 240 Main Street, Milk River, Alberta



1. Call to Order

2. Delegations 6:00 pm

- A) Eileen Wosnack
- B) RCMP
- C) Milk River and District Ag Society

3. Additions to the Agenda

4. Approval of Minutes

- A) Minutes of the September 11, 2023, Regular Council Meeting

5. Business Arising from Minutes

6. Financial Report

7. Administration Reports

- A) Public Works
- B) Community Peace Officer
- C) Chief Administrative Officer

8. Bylaws and Policies

9. Old Business

- A) Street Signs

10. New Business

- A) Correspondence
- B) CMRSWSC Support Letter
- C) Block 39 Update
- D) Christmas Hours
- E) Canada's Western Gateway
- F) Fortis Franchise Fees
- G) ATCO Gas Franchise Fees

11. Councillor Reports

- A) Authorities, Boards, Committees and Commission Minutes

12. Mayor's Report

- A) Authorities, Boards, Committees and Commission Minutes

13. Closed Session

14. Adjournment

Request for Decision

Eileen Wosnack

October 10, 2023



RECOMMENDATION

That Council accept the presentation by Ms. Eileen Wosnack as information.

LEGISLATIVE AUTHORITY

BACKGROUND

In May 2021, a Backyard Chicken Survey was circulated in the community. In June 2021, the results were released as follows:

2021 Backyard Chicken Survey Results

- There was a total of 174 responses, which equals 21% of the Town's total population (827).
- Of those responses:
 - 111 (63.79%) said residents should not be allowed to have chickens,
 - 55 (31.61%) said residents should be allowed to have chickens, and
 - 8 (4.6%) said they were undecided.

At the June 6, 2022, Council meeting, the subject of urban chickens was brought forward to Council for consideration. The direction from Council at this meeting was as follows:

Moved by Councillor Michaelis, "that Council directs administration to research Urban Chickens and bring back in the spring of 2023."

Motion Carried 2022-06-03

Administration conducted research of twelve (12) municipal population comparators, as well as nine (9) municipalities across southern Alberta regarding policy on urban chickens in their communities.

Ms. Wosnack will be in attendance to request revisiting the potential to have urban or backyard chickens in the Town of Milk River.

RISKS/CONSEQUENCES

1. Council may provide further direction on the presentation provided. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. E. Wosnack Letter
2. Chicken Research

Here are some publications I may be referring to. Please send the links to those attending. Thank you so much.

<https://www.afac.ab.ca/resources/urban-hen/>
<https://www.calgary.ca/pets/licences/urban-hens.html>
<http://www.rivercitychickens.org/classes--events.html>

Basically, there are many cities and small towns in Alberta that allow residents to keep chickens. Rules vary from none to having to complete a course. Since most people here are either from farms or know people on farms, I am thinking taking a course may be redundant. Since most people do not seem to **license cats, nor bother to keep them at home, maybe chickens don't require licenses either? It is not like they will be at the neighbour's causing trouble pooping in the flowerbeds, fighting all night long, or spraying the yard and house with their scent.** The birds will be contained at home.

My suggestion is:

5 hens, or 5 Muscovy ducks or 10 bantams, or 30 quail. Or any combination of that. Substitute 1 hen for 1 duck, **2 bantams for 1 hen , and 6 quail for one hen.** Muscovy ducks don't quack and are excellent mosquito and fly catchers. Quail are cute and friendly and lay lots of eggs and hatch them too.

What I would like to see is free range back yard chickens (ducks, quail) or chickens in movable coops with a section for sleeping and getting out of the weather. The chicken tunnels are a great way to let chickens move around, yet still protect them from predators and keep them where you want them. If a board, tarp or something is placed under the roost at a slant, the chicken coop is easy to clean weekly, even in winter and does not smell if there is enough organic matter mixed in. The compost created is wonderful for the garden.

3 Breeds I suggest: Chanteclers, a breed developed here in Alberta. They are smarter than most breeds, more winter hardy and very personable. They lay quite well. Americanas are good foragers and lay blue eggs. Bantam leghorns are very friendly and excellent layers. The buff bantams are brown, not white. For pets there are many old breeds that are great with children and make excellent pets, plus lay eggs, just not **as many as the leghorns. Wouldn't it be advantageous to have a chicken club in town, where children or adults raised their favourite breeds and were able to meet monthly to share stories and tips?** Japanese bantams are wonderful as well, just very hard to find.

What I would not like to see is the chickens locked in a coop, never moved, never exposed to new grass, not allowed to scratch and forage, and left caged in their filth. Although I do not agree with taking those long chicken husbandry courses for this area, I also do not think many farmers were fair to their chickens. Backyard chickens can do quite well being fed leftovers, with supplements of vegetables, fruits and a little whole grains. They do not require chicken rations.

I am willing to go door to door to let people know a vote will be held. The last method was to put the vote on the town webpage and so few were aware, that a small percentage voted and a bare majority vetoed the chickens. I have waited the 2 years requested to try again.

Please get in touch if you have questions. Thank you. 780 614 4733

Live Green and Prosper
Eileen Wosnack

Urban Chickens

By Population

Municipality	Population	Permitted use? Y/N
Bashaw	830	Silent
Castor	929	Yes
Coronation	940	Yes
Daysland	824	Yes
Killam	989	Yes
McLennan	791	No
Mundare	852	Yes
Oyen	1022	Silent
Rainbow Lake	795	Silent
Sedgewick	811	Silent
Smoky Lake	964	No
Spirit River	995	Yes

By Location

Barnwell	978	No
Barons	313	No
Bow Island	1829	Silent
Coalhurst	2869	Yes
Foremost	630	Silent
Raymond	4199	Yes
Stavelly	544	Yes
Stirling	1134	Yes
Warner	364	Yes

Request for Decision

RCMP Report

October 10, 2023



RECOMMENDATION

That the RCMP Report be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a quarterly basis, the Milk River RCMP detachment will provide a Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data, and crime statistics.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Milk River and District Ag Society

October 10, 2023



RECOMMENDATION

That delegates from the Milk River and District Ag Society be thanked for their presentation and to accept it as information.

LEGISLATIVE AUTHORITY

BACKGROUND

The Milk River and District Ag Society has requested to be a delegate at this Council meeting.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Approval of Minutes

October 10, 2023



RECOMMENDATION

That the minutes for the September 11, 2023, regular council meeting be accepted as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)
Procedure Bylaw 1023

BACKGROUND

As per the MGA and the Town's Procedural Bylaw, minutes are to be recorded and given to council for adoption at a subsequent council meeting.

RISKS/CONSEQUENCES

1. By not approving the previous meetings minutes, Council would then not approve the decisions they made, as recorded, and no motion would be actioned by administration.
2. The minutes of the Council meetings can be adopted as amended. Council would need to be specific in an amendment to the recording of the previous meetings minutes.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Prior to Adoption: September 11, 2023, regular council meeting minutes

Prior to Adoption

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, September 11, 2023, at 5:30 p.m. in the Council Chambers, in the Town Hall Complex, at 240 Main Street, Milk River, Alberta.

Present – Elected Officials

Mayor Larry Liebelt, Councillor Peggy Losey, Councillor Anne Michaelis, Deputy Mayor Dave Degenstein, and Councillor Shayne Johnson

Absent – Elected Officials

Present – Administration

Kelly Lloyd, Chief Administrative Officer

1. Call to Order

Mayor Liebelt called the meeting to order at 5:32 p.m.

Agenda Item 13 moved to front of meeting.

Moved by Councillor Losey, “that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act at 5:33 p.m., to discuss matters exempt from disclosure under FOIP Section 17: Disclosure Harmful to Personal Privacy, with Council and the CAO to remain in attendance.”

Motion Carried 2023-218

Councillor Michaelis left the meeting at 5:33 p.m.

Moved by Deputy Mayor Degenstein, “that the meeting reconvene to the regular Council meeting at 5:55 p.m.”

Motion Carried 2023-219

Councillor Michaelis rejoined the meeting at 5:55 p.m.

2. Delegations 6:00 pm

A) Amy Allred: Rural Renewal Program

Amy Allred, Economic Development Manager for the Town of Taber reviewed information on the Rural Renewal Stream as contained in the agenda package.

Moved by Councillor Michaelis, “That Council thank Ms. Allred for her attendance and presentation on the Alberta Advantage Immigration Program, specifically the Rural Renewal Program, and accepts the presentation as information.”

Motion Carried 2023-220

Moved by Deputy Mayor Degenstein, “that Council write a letter to the Town of Taber, requesting permission to join the Rural Renewal Program, under the Town of Taber’s jurisdiction.”

Motion Carried 2023-221

3. Additions to the Agenda

A) Adoption of the Agenda

Additions to the Agenda

13A) Section 17 –Disclosure Harmful to Personal Privacy

10E) National Day for Truth and Reconciliation

Moved by Deputy Mayor Degenstein, "that Council accept the September 11, 2023, regular council meeting agenda, as amended."

Motion Carried 2023-222

4. Approval of Minutes

A) Minutes of the August 14, 2023, Regular Council Meeting

Moved by Councillor Losey, "to approve the August 14, 2023, regular council meeting minutes as presented."

Motion Carried 2023-223

5. Business Arising from Minutes

6. Financial Report

None.

7. Administration Reports

A) Public Works

Moved by Councillor Johnson, "that Council accept the Public Works report for the period ending August 31, 2023, as information."

Motion Carried 2023-224

B) Community Peace Officer

No report.

C) Chief Administrative Officer

CAO Lloyd provided a report as contained in the agenda package.

Moved by Councillor Losey, "that Council accept the Chief Administrative Officers report to the period ending September 11, 2023, as information."

Motion Carried 2023-225

8. Bylaws and Policies

A) Safety Codes Bylaw 1044-23

Moved by Deputy Mayor Degenstein, "that Bylaw 1044-23 Safety Codes be given first reading."

Motion Carried 2023-226

B) Snow and Ice Policy R3

Moved by Councillor Michaelis, "that policy R3, Snow and Ice be approved as presented."

Motion Carried 2023-227

9. Old Business

A) Street Signs

CAO Lloyd provided an update on the street signs. Draft designs of the street blades are currently a work in progress.

10. New Business

A) Correspondence

Moved by Councillor Losey, "that correspondence for the period ending September 11, 2023, be accepted as information."

Motion Carried 2023-228

B) BEW FCSS Grant

Moved by Councillor Losey, "that the Town of Milk River send a letter in support of the Village of Stirling's Alberta Community Partnership Intermunicipal Collaboration BEW FCSS Proposal to conduct a region wide community needs assessment."

Motion Carried 2023-229

C) Quality Management Plan

Moved by Deputy Mayor Degenstein, "that Council accept the Quality Management Plan report as information."

Motion Carried 2023-230

D) Kochia Weeds

Moved by Councillor Johnson, "that Council direct administration to determine options regarding kochia weeds."

Motion Carried 2023-231

D) Truth and Reconciliation

Moved by Deputy Mayor Degenstein, "That September 30, 2023, National Day for Truth and Reconciliation be recognized as a general holiday for Town of Milk River employees."

Motion Carried 2023-232

11. Councillor Reports

A) Authorities, Boards, Committees and Commission Minutes

Councillor Michaelis attended the Milk River Health Professionals Attraction and Retention Committee meeting, as well as an online session regarding the provincial mandate letters.

Councillor Johnson provided an update on the EV Bus.

Deputy Mayor Degenstein attended an FCSS and Veterans Memorial Highway meeting.

Councillor Losey attended the online session on the provincial mandate letters and an Oldman River Regional Services Commission meeting.

Moved by Councillor Johnson, "that the Councillors reports for the period ending September 11, 2023, be accepted as information."

Motion Carried 2023-233

12. Mayor's Report

A) Authorities, Boards, Committees and Commission Minutes

Mayor Liebelt attended the Riverside Golf Society and the Mayors and Reeves meetings.

Moved by Deputy Mayor Degenstein, "that Council accept the Mayors Report for the period ending August 14, 2023, as information."

Motion Carried 2023-234

13. Closed Session

A) Section 17 –Disclosure Harmful to Personal Privacy
Moved to the front of the meeting.

14. Adjournment

Moved by Councillor Losey, “that the regular council meeting of September 11, 2023, adjourn at 7:13 p.m.”

Motion Carried 2023-235

Larry Liebelt
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the XX day of XXXXX 2023.

Request for Decision

Financial Report

October 10, 2023



RECOMMENDATION

That the Financial Report for the period ending September 30, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a quarterly basis, a high-level financial report is provided to council for review and information.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. 2023 Year to Date Operating Budget
2. Cash Report

Operating Revenue/Expenditures by Department for the 9 Months Ended September 30, 2023

Department	REVENUES				EXPENDITURES				Actual
	Budget	YTD Actual	Remaining Dollars	% Collected	Budget	YTD Actual	Remaining Dollars	% Used	Contribution to Surplus
0 General Government	-1,250,936	-1,255,249	4,313	100.3	230,368	181,250	49,118	78.7	-1,073,999
11 Council	0	-152	152	0.0	76,753	46,129	30,624	60.1	45,977
12 Administration	-423,641	-142,724	-280,917	33.7	450,811	296,136	154,675	65.7	153,412
23/24 Fire/Disaster Services	-17,800	-23,865	6,065	134.1	110,229	62,990	47,239	57.1	39,125
26 Bylaw Enforcement	-2,900	-2,425	-475	83.6	63,181	52,361	10,820	82.9	49,936
31 Common Services	0	-424	424	0.0	172,690	103,809	68,881	60.1	103,385
32 Roads	-24,475	-24,500	25	100.1	264,755	169,829	94,926	64.1	145,329
33 Airport	-465	0	-465	0.0	10,884	4,038	6,846	37.1	4,038
4101 Water Supply/Distribution	-309,700	-203,987	-105,713	65.9	250,250	187,029	63,221	74.7	-16,958
42 Wastewater	-100,560	-69,392	-31,168	69.0	87,027	52,419	34,608	60.2	-16,973
43 Solid Waste	-109,150	-81,084	-28,066	74.3	106,783	72,164	34,619	67.6	-8,920
43 Transfer Station	-12,200	-12,317	117	101.0	26,230	17,290	8,940	65.9	4,973
56 Cemetery	-2,500	-3,200	700	128.0	5,000	5,000	0	100.0	1,800
61 Planning & Development	-6,960	-5,842	-1,118	83.9	15,000	12,245	2,755	81.6	6,403
62 Economic Development	-44,500	-43,381	-1,119	97.5	114,790	18,406	96,384	16.0	-24,975
72 General Recreation	-15,600	-268	-15,332	1.7	217,053	103,249	113,804	47.6	102,981
7201 Campground	-18,000	-10,274	-7,726	57.1	94,044	34,815	59,229	37.0	24,541
7202 Pool	-80,560	-15,723	-64,837	19.5	95,498	117,622	-22,124	123.2	101,899
7203 Golf Course	0	0	0	0.0	8,300	3,994	4,306	48.1	3,994
74 Culture & Library	0	0	0	0.0	20,301	20,301	0	100.0	20,301
									0
TOTAL OPERATING	-2,419,947	-1,894,807	-525,140	78.3	2,419,947	1,561,076	858,871	64.5	-333,731

Revenue and Expenses - by Funtion
for the 9 Months Ended September 30, 2023

	2022 Actual	2023 Budget	2023 YTD Actual	Remaining Dollars	% Collected/ Used
Operating Revenues					
Taxation	-1,036,963.41	-1,063,703.00	-1,051,542.37	-12,160.63	98.86
Sale of Goods and Services	-634,602.22	-652,720.00	-479,313.96	-173,406.04	73.43
Other Revenue/Franchise Fees	-260,562.34	-213,683.00	-231,405.68	17,722.68	108.29
Conditional Grants	-110,575.56	-234,130.00	-132,545.80	-101,584.20	56.61
Transfer from other Functions	0.00	0.00	0.00	0.00	0.00
Transfer from Reserves	0.00	-255,711.00	0.00	-255,711.00	0.00
TOTAL REVENUES	-2,042,703.53	-2,419,947.00	-1,894,807.81	-525,139.19	78.30
Expenditures					
Salaries, Wages & Benefits	561,653.31	668,224.00	463,972.99	204,251.01	69.43
Contracted & General Services	658,531.30	843,372.00	441,282.42	402,089.58	52.32
Materials, Goods & Utilities	418,308.91	546,321.00	352,045.13	194,275.87	64.44
Government Requisitions	244,586.58	246,549.00	198,007.47	48,541.53	80.31
Transfers to Local Boards	47,597.77	47,701.00	46,208.03	1,492.97	96.87
Transfers to Ind/Organizations	18,944.13	36,510.00	28,724.14	7,785.86	78.67
Bank Charges	736.82	5,150.00	5,701.17	-551.17	110.70
Interest on Capital Long Term	0.00	0.00	0.00	0.00	0.00
Other Transactions	36,959.47	26,120.00	25,134.76	3,449.58	96.23
TOTAL EXPENDITURES	1,987,318.29	2,419,947.00	1,561,076.11	861,335.23	64.51



TOWN OF MILK RIVER
Cash and Investments Report
For the Period Ending September 30, 2023

Page 1 of 1
2023-Oct-4
4:13:08PM

General Ledger	Description	2023 Opening Balance	2023 YTD Balance
CHEQUING ACCOUNTS			
3-12-00-120-00	General Bank Chequing Account (ATB)	42,104.74	300,913.68
3-12-00-130-00	General Savings Accout (ATB)	222,199.88	653,696.61
* TOTAL CHEQUING ACCOUNTS		264,304.62	954,610.29
TOWN TERM DEPOSITS			
3-41-00-310-00	Water Capital GIC	313,441.50	3,788.90
3-43-00-310-00	Equipment Replacement Capital GIC	348,908.74	362,731.10
3-97-00-315-00	General Capital GIC	510,123.10	530,332.10
* TOTAL TOWN TERM DEPOSITS		1,172,473.34	896,852.10
ARMS LENGTH TERM DEPOSITS			
3-12-00-140-00	Alumni GIC	5,254.74	5,254.74
3-43-00-315-00	Transfer Station Operating GIC	5,083.64	5,285.02
* TOTAL ARMS LENGTH TERM DEPOSIT		10,338.38	10,539.76
**P TOTAL CASH AND INVESTMENTS		1,447,116.34	1,862,002.15

*** End of Report ***

Request for Decision

Administration Reports

October 10, 2023



RECOMMENDATION

That the Administration Reports for the period ending September 30, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a monthly basis, administration provides Council with reports on the following: Public Works, Municipal Enforcement (Community Peace Officer), and the Chief Administrative Officer.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the reports. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Public Works Report
2. Community Peace Officer Report
3. Chief Administrative Officer Report



Public Works Foreman's Report

REGULAR COUNCIL MEETING

Monday, October 9th, 2023

General:

- Grass mowing of all areas throughout month. (Large ditch mower & zero-turn both). As well as weed whipping where needed.
- Dig grave, September 5th. Bury after funeral, September 6th.
- Pull down old fence in back of town owned lot at 824-Main St NE. September 7th.
- Locate a garbage can that had blown way down street & return to resident. September 7th.
- Use cable club's bucket truck to reattach flag at town office. September 8th.
- Assist Warner with filling some holes for concrete work they were having done. September 8th.
- Assist Warner with a water break they had. (Water leaking out of an old house used as storage, SE side of Warner along county road.) Along with hydrovac truck, try to locate waterline to shutoff. September 11-13th.
- Had trouble with box not going up on garbage truck at dump on September 18th. Noble HD came to dump & fixed.
- Monthly generator preventative maintenance run completed on September 26th&27th. (Sewage lift station, Booster station, Water Treatment Plant, & Firehall.)
- Site meeting at 8th Ave NE with Jenex Contracting, MPE, and town. Work on sewer and water services to residential lots completed by end of September.
- Plow truck taken to Hoytos Welding as front of box had rusted through in a couple spots. September 26th.
- Hand deliver leaflets to residents in cul-de-sac of 6th Ave NE advising them to park on 1st Street NE while construction is taking place. September 28th. (Turns out that the email had wrong date & they were not to begin construction yet)
- Assist Coutts with use of hotsy to try and clean out a curbstop that was missing its top. No luck, had gravel in it. September 29th.

Parks and Rec:

- Remove hanging flower pots, September 12th.
- Pull weeds in front of old theater, September 12th.
- Pull weeds at town Welcome signs, September 14th.
- Move bleachers from around ball diamonds to football field in preparation for Octoberfest. September 21st.
- Take bouncy castles to football field for Octoberfest. September 22nd. Pull down bouncy castles after & haul back to town shop.
- Pull weeds at south town Welcome sign, campground irrigation building and under large town LED sign. September 25th.
- Trim trees along boulevards at 3rd St NE & Centre Ave, and along 4th Ave NE. September 25th.
- Return all the bleachers from football field to ball diamonds. September 26th.
- Pull two fountains from ponds at golf course. September 28th.
- Pull out cement from Civic Center & haul away. (Two small doors on east & west side of building at north end.) New doors were going in along with new cement pads. September 28th.

Roads:

- Repair of hole that had developed in pavement along Center Ave. (At alley between old bar & M&R.) Cut pavement and dig out to find cause. Caused by a crack in top of stormwater drainage pipe. Mix up cement to fill in crack and then cover with coldmix. September 14th.
- Paint the handicap spots, September 15th. (School, Civic Center, Heritage Hall & Town Office.)
- Sweep 8th Ave NW and under towns LED sign at intersection of Center Ave & Main St. September 29th.

Water & Wastewater:

- WATER:
 - 2x weekly Bacteriological sampling, done each Monday.
 - Bulk water fill station new keyfob reader fail on August 15th. Temporary unit was installed on August 18th. Our new unit is now installed & working.
 - New water meter at 128-2nd Ave NE. September 28th.
- WTP:
 - Repair of water drip on fitting for small pressure pumps & strapping of piping to wall. September 13th.

- Candu Automation down on September 20th to do backup of systems on SCADA computer. Will be getting our new computer ready going forward.
- RAW WATER:
 - Basin water level remains nearly full.
 - Blow out infiltration galleries at river, September 5th.
- SEWAGE LAGOONS:
 - Distribution of enzyme bags into lagoons every Friday completed for season on September 29th.
 - Dig up a blocked siphon vent between facultative cell & storage cell at lagoons. Was causing the siphon to continually run. Cleared piping & back to normal operation. September 25th.

Garbage:

- Weekly garbage pickup: Milk River residential on Tuesday, Coutts on Wednesday, Warner on Thursday & Milk River businesses on Friday.
- Brown paper bags pickup on Mondays, or Tuesday if long weekend.

Swimming Pool:

- Drain pool & begin winterizing everything. September 18th-20th.

Airport:

- Weekly run to airport to check condition of road in and runways, for unwanted activity. (when checking sewage lagoons)

Waste Transfer Station:

- Push in wood pit, September 27th.

Education & Training:

- Weekly safety meeting on each Wednesday morning.

Projected Plans:

- Blow out irrigation for ball diamonds, Kinsmen Park, Lot 39, pool, campgrounds, cemetery, & interpretive center during first week of October.

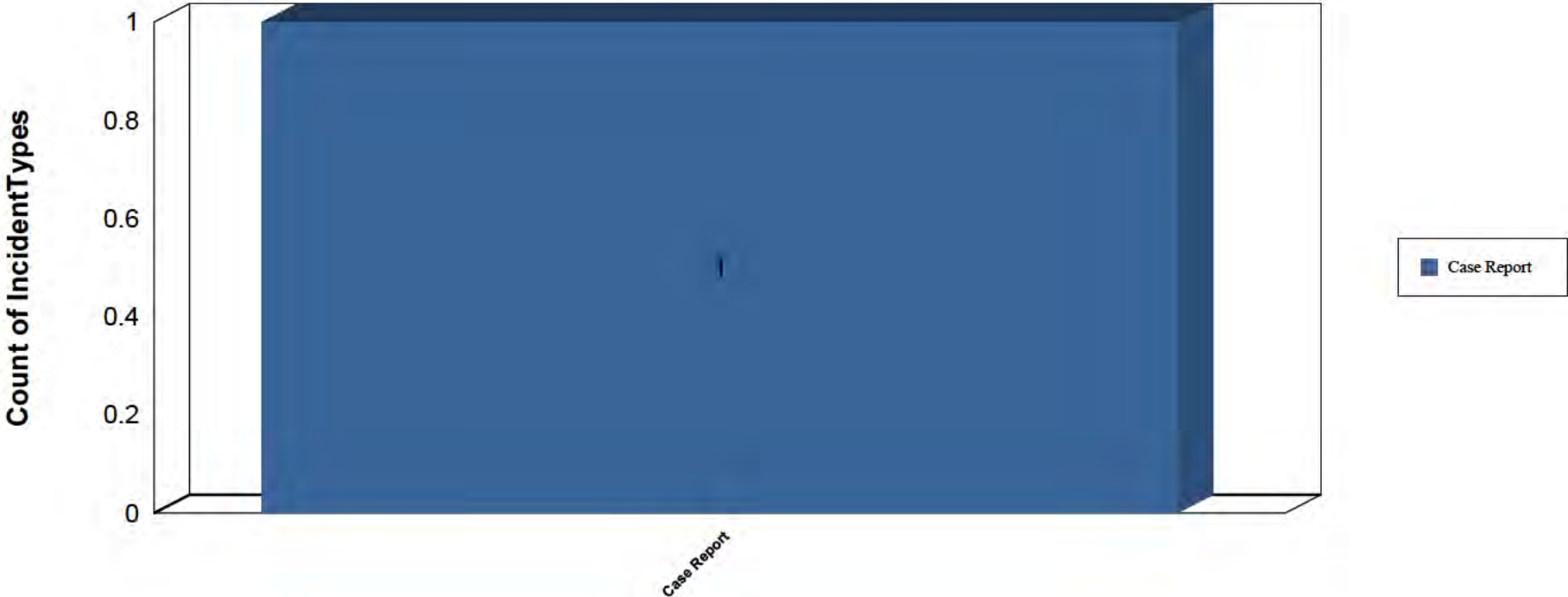
Respectfully submitted

Town of Milk River Public Works

Municipal Enforcement

Statistics from: 9/1/2023 12:00:00AM to 9/30/2023 11:59:00PM

Count of Reports Completed



Count of Incident Types



MILK RIVER : UNSIGHTLY PREMISES BYLAW

<u>Location</u>	<u>Case Number</u>	<u>Incident Type</u>	<u>Officer</u>	<u>Date</u>
Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : MILK RIVER	RRPSS2023-0444	MILK RIVER : UNSIGHTLY PREMISES BYLAW	JONAS SOMMERVILL	2023/09/11 1400

Specific Location

Report Synopsis : Unsightly property-overgrown weeds.

100.00% # of Reports: 1 Case Report MILK RIVER : UNSIGHTLY PREMISES BYLAW

Grand Total: 100.00% Total # of Incident Types Reported: 1 Total # of Reports: 1

Grand Total: 100.00% Total # of Incident Types Reported: 1

<u>2022-04-03</u>	Moved by Councillor Losey, “that administration look into the affordability of raising our grants to the small committees.”	WIP
<u>2022-11-08</u>	Moved by Councillor Michaelis, “that Council directs administration to incorporate discussed edits to the Snow Policy and bring the policy back to a future regular council meeting.”	Complete
	2023	
<u>2023-12</u>	Moved by Councillor Losey “that Council directs administration to dispose of extra desks in Council Chambers and clean up Council Chambers.”	WIP
<u>2023-57</u>	Moved by Deputy Mayor Degenstein, “that Council accept the offer to purchase for roll number 30001000.”	WIP
<u>Motion Carried 2023-68</u>	Moved by Councillor Johnson, “that Council direct administration to make changes to Policy R3, Snow and Ice Control, as discussed, and bring back to a future council meeting.”	Complete
<u>Motion Carried 2023-132</u>	Moved by Councillor Johnson, “that the Rural Mental Health Project item be tabled to a future council meeting.”	WIP
<u>Motion Carried 2023-156</u>	Moved by Deputy Mayor Degenstein, “that any relocation of underground utilities at the campground will be the responsibility of the Historical Society.”	Complete
<u>Motion Carried 2023-165</u>	Moved by Councillor Losey, “that a date to host a town staff golf day be determined.”	Complete
<u>Motion Carried 2023-204</u>	Moved by Deputy Mayor Degenstein, “that the Town of Milk River implement a Fire Advisory.”	Complete
<u>Motion Carried 2023-205</u>	Moved by Councillor Losey, “that Bylaw 1043-23: Fire Service be given first reading noting amendments.”	Complete
<u>Motion Carried 2023-206</u>	Moved by Deputy Mayor Degenstein, “that Bylaw 1024 and Policy R1.0 be revised reflecting the following changes and bring back to a future Council meeting:	
	the failure to cut grass or weeds, including responsibility for the land at the front of property to the centre of the Street/Avenue and at the alley to the centre of the alley responsibility for the land at the front of the property to the gutter of the Street/Avenue and to where the lane for driving begins in the alley.”	
<u>Motion Carried 2023-208</u>	Moved by Deputy Mayor Degenstein, “that Council direct administration to investigate the cost of hoodoo inspired street signs for the September meeting.”	Complete
<u>Motion Carried 2023-210</u>	Moved by Councillor Michaelis, “that Council directs administration to look into sidewalk repair for 108-1 Avenue, NE for 2024 budget.”	2024 Budget
<u>Motion Carried 2023-212</u>	Moved by Councillor Michaelis, “to remove the metal waste receptacles at 8 Flags Campground for utilization of only the black bins at washhouse and one at the sewer dump station.”	Complete
<u>Motion Carried 2023-216</u>	Moved by Councillor Losey, “that Council provide a letter of support for Mr. McCoy’s proposal for the Erle Rivers School site and the ongoing research to the renovation of the school, with the knowledge that council still wishes to retain the east wing as a community centre.”	Complete

Request for Decision

Street Signs

October 10, 2023



RECOMMENDATION

That the street sign report be accepted as information.

LEGISLATIVE AUTHORITY

Alberta Traffic Act

BACKGROUND

At council's request, administration searched out pricing and examples of street signs.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Custom Sign Examples



PROOF

2891 Box Springs Link NW
Medicine Hat, AB T1C 0H3
P. 403.548.8147 F. 403.548.8159
www.foxcanada.net

Original Artwork and One Revision is included with the original quoted price.
Subsequent revisions will be subject to additional charges per proof.

Final Layout approval accepted through email confirmation.

Milk River - 24191

Customer

NOTE: Once artwork has been approved Fox will NOT be held responsible for any errors or omissions.

Date	Rev#	Designer
09/19/23	Original	ck
09/20/23	Rev. 1	ck
	Rev. 2	
	Rev. 3	



double sided flatsheet street blade
30" x 6" (30"x 11.9" with hump height)
3" tall clearview font
printed on avery hiw



double sided flatsheet street blade
30" x 6" (30"x 11.9" with hump height)
3" tall clearview font
plotted transparent blue on avery hiw



double sided extruded street blade
30"x6"
3" tall clearview font
printed on avery hiw



Double sided Extruded Street Blade
30"x6"
3" tall clearview font
plotted transparent blue on avery hiw



double sided flatsheet street blade
30" x 6" (30"x 11.9" with hump height)
3" tall clearview font
plotted transparent blue on avery hiw



PROOF

2891 Box Springs Link NW
Medicine Hat, AB T1C 0H3
P. 403.548.8147 F. 403.548.8159
www.foxcanada.net

Original Artwork and One Revision is included with the original quoted price.
Subsequent revisions will be subject to additional charges per proof.

Final Layout approval accepted through email confirmation.

Milk River - 24191

Customer

NOTE: Once artwork has been approved Fox will NOT be held responsible for any errors or omissions.

Date	Rev#	Designer
09/19/23	Original	ck
	Rev. 1	
	Rev. 2	
	Rev. 3	



double sided flatsheet street blade
30" x 6" (30"x 15.85" with hump height)
3" tall clearview font
printed on avery hiw



double sided flatsheet street blade
30" x 6" (30"x 15.85" with hump height)
3" tall clearview font
plotted transparent blue on avery hiw



double sided extruded street blade
30"x6"
3" tall clearview font
printed on avery hiw



Double sided Extruded Street Blade
30"x6"
3" tall clearview font
plotted transparent blue on avery hiw



double sided flatsheet street blade
30" x 6" (30"x 15.85" with hump height)
3" tall clearview font
plotted transparent blue on avery hiw
logo: printed with overlamine

Request for Decision

Correspondence

October 10, 2023



RECOMMENDATION

That correspondence for the period ending October 10, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Correspondence is a collection of general information received at the Town Office and is provided to Council as information.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in correspondence. Council shall be specific in the direction it provides.
2. Council may direct Administration on any item contained in correspondence.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Wounded Warriors Canada

Hello,

Further to our call:

Respectively, we ask for your assistance as a Sponsor to help support the work, the registered charity Wounded Warriors Canada strives to achieve so to honour and support Canada's ill and injured Canadian Armed Forces Members, Veterans, First Responders and their families.

We're offering the opportunity to include you as a much-valued sponsor for the charitable programs and services provided by this worthwhile charity as an advertising sponsor within the official Wounded Warriors Magazine which, we distribute on a quarterly basis.

Most importantly the dollars risen (after costs) through this initiative go towards the many program and services they provide to our Canadian Frontline Personnel and their Families.

Attached is the media kit with sponsorship pricing and charity info. Please advise, if we may count on your much needed and valued support.

Regards,

Tony Russo
National Accounts Manager
780-995-2855 (Direct line)

Proudly Supporting:



CRA# 82808-2727-RR0001

The content of this email is confidential and should not be copied, modified, re-transmitted, or used for any purpose except with written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.

WOUNDED WARRIORS MAGAZINE



#INTHISTOGETHER



Wounded

Warriors

Canada



To honour and support Canada's ill and injured Canadian Armed Forces members, Veterans, First Responders and their families.

CRA# 82808-2727-RR0001

Since our humble beginnings in 2006, Wounded Warriors Canada has grown to become one of the leading military support organizations in Canada. From one small program providing care packages to our injured military members in the NATO Hospital in Germany, we have grown to include 15 separate innovative and pioneering programs aimed at supporting our nations heroes and their families overcome the challenges associated with Post Traumatic Stress Disorder or PTSD.

With the war in Afghanistan over, it is often easy to forget that over 45,000 Canadians served during the war in that desert. Prior to this

conflict, thousands more served in countries like Rwanda, Cambodia, Cyprus, Haiti and Bosnia. From these conflict zones, many of our soldiers, sailors and airmen have been injured both physically and mentally. Not all injuries are

Honour the Fallen,

visible – many have mental scars related to their service and these people often face enormous challenges when transitioning back home to Canada.

Wounded Warriors Canada recognized the gap in the support of those suffering from mental health injuries and it has become our mission to make sure no veteran, first responder or their families goes without support. Since its inception in September 2006, it has become the beneficiary of the nation's empathy towards Canadian soldiers and new in 2016, our nations local heroes

Help the Living


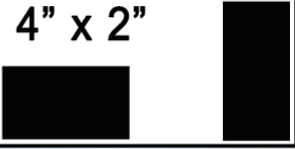



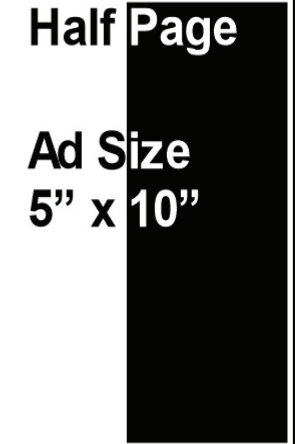
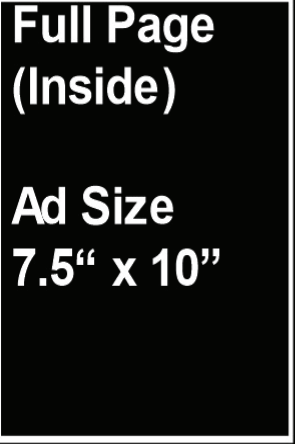

– our First Responders. The outpouring of support from individual Canadians and Canadian businesses has been overwhelming. Wounded Warriors Canada is a success story borne out of a horrible tragedy that continues to support those in need.

Today, we continue our legacy of care and compassion as the nation's leading, wholly independent, Veteran's charity focusing on mental health. Our innovative and wide-ranging direct programming, which exceeded \$1,500,000 in 2015, is changing the lives of Veterans, First Responders and their families. This is only made possible as a result of the compassionate trust and support of individual Canadians and Canadian businesses, enabling us to carry forward our guiding ethos: Honour the Fallen, Help the Living.

Mission

To honour and support Canada's ill and injured Canadian Armed Forces members, Veterans, First Responders and their families.

ADVERTISING RATES – QUARTERLY MAGAZINE

Modified Business Card Ad Size 1.5" x 3" 	Business Card Ad Size 4" x 2" 	Quarter Page Ad Size 3.75" x 7.5" 	Quarter Page Ad Size 3.75" x 5" 
Half Page Ad Size 5" x 7.5" 	Half Page Ad Size 5" x 10" 	Full Page (Inside) Ad Size 7.5" x 10" 	Full Page (Cover) Ad Size 8.5" x 11" 

1 Issue

2 Issues

3 Issues

4 Issues

Name Recognition \$50 per issue

Regular Business card	\$195	\$350	\$500	\$625
Business Card	\$320	\$575	\$815	\$1025
Quarter Page	\$460	\$830	\$1175	\$1475
Half Page	\$770	\$1385	\$1965	\$2465
Full Page	\$1200	\$2185	\$3060	\$3700
Inside Cover	\$1500	\$2750	\$4000	\$5000
Outside Cover	\$2000	\$3700	\$5400	\$7000

Please email: Tony@capedm.com

Payments accepted - Visa, MasterCard, American Express, Cheque, Money Order or E-Transfer

C/O Cape DM - PO Box 65541 Hollick Kenyon Edmonton AB T5Y 0M5

****Please Note: Frontline Organizations receive special pricing.**

**WOUNDED WARRIORS
CANADA**

Mail:
310 Byron Street South,
Suite 4
Whitby, Ontario
L1N 4P8



Phone:
1-888-706-4808

Fax:
1-905-430-9419

Website:
www.woundedwarriors.ca

Email:
For General Inquiries: info@woundedwarriors.ca
For Fundraising Inquiries: steve@woundedwarriors.ca
For Program Inquiries: phil@woundedwarriors.ca
For Media Requests: matt@woundedwarriors.ca

Corporate Head Office
PO Box 65541
HOLLICK KENYON
Edmonton, AB T5Y 0M5
Phone: 1-587-416-4976
admin@capedm.com



Executive Administration:
Jessica Golden
Design & Layout:
Jennifer Petherbridge
Circulation Department
Tony Russo
tony@capedm.com

CAPE DM Inc. has been in operation for 10 years and has combined experience in the direct marketing and publishing forum of 30+ years.

We are proud to have partnered with Wounded Warriors Canada on this specific fundraising endeavor so to further assist in supporting the work this wonderful charity provides to our frontline personnel and respectfully ask for your assistance as a Corporate Sponsor for help to support the work, Wounded Warriors Canada strives to achieve so to honour and support Canada's ill and injured Canadian Armed Forces members, Veterans, First Responders and their families.

We are offering the opportunity to advertise your Organization as a much-valued sponsor for the charitable programs and services provided by this worthwhile charity within the Wounded Warriors E-Magazine which, we distribute all across Canada on a quarterly basis.

Most importantly the dollars risen (after costs) through this initiative go towards the many program and services they provide to our frontline personnel and their families.



Request for Decision

Chief Mountain ACP Grant Support Request

October 10, 2023



RECOMMENDATION

That the Town of Milk River Council support the Town of Raymond and Chief Mountain Regional Solid Waste Services application for an Alberta Community Partnership Grant.

LEGISLATIVE AUTHORITY

BACKGROUND

The Commission is working with the Town of Raymond to apply for an Alberta Community Partnership (ACP) grant. The Town of Raymond and the Commission are investigating the relocation of their transfer station. Along with the relocation, they will be investigating the design and new technology and efficiencies in the way services are delivered throughout the region at all Transfer Stations.

The grant application will be titled: "Investigation of Enhancement of Regional Solid Waste Collection through Design & Efficiencies."

The Commission is asking each of its member municipalities for their support on this proposal.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Chief Mountain Regional Solid Waste Services Request Letter

From: Suzanne Pierson <suzanne.pierson11@gmail.com>

Sent: Saturday, September 16, 2023 2:32 PM

To: Cardston County <murray@cardstoncounty.com>; Cindy Vizzutti <cao@glenwood.ca>; Town of Magrath <james@magrath.ca>; Village of Hill Spring <office@hillspring.ca>; Village of Warner <admin@warner.ca>; Village of Stirling <office@stirling.ca>; Town of Milk River <main@milkriver.ca>; County of Warner <shathaway@warnercounty.ca>; Contact Raymond <contact@raymond.ca>; Village of Coutts <vilcouth@telus.net>; Jeff Shaw <jeff@cardston.ca>; Marian Carlson <chiefmountainsolidwaste@gmail.com>

Subject: CMRSWSC ACP Grant

Hi Everyone,

The Commission is working with the Town of Raymond to apply for an Alberta Community Partnership (ACP) grant. As you are aware, this grant is non-matching and cannot be used for capital projects. The Town of Raymond and the Commission are investigating the relocation of their transfer station. Along with the relocation, we will be investigating the design and also new technology and efficiencies in the way we deliver services throughout the region at all Transfer Stations. This will help guide the organization to meet our strategic priorities. You can identify the grant application by using the following terminology: "Investigation of Enhancement of Regional Solid Waste Collection through Design & Efficiencies."

The Commission is asking each municipality to write a letter of support to the Town of Raymond as they will submit the application. The deadline for application is October 2, 2023, for a maximum of \$200,000.

The Commission is asking that all letters be submitted by September 25, 2023, to allow enough time for items to be finalized. The letters can be sent to kurtispratt@raymond.ca or chiefmountainsolidwaste@gmail.com

Thank you in advance for your support regarding the application for this grant.

Request for Decision

Block 39 Update

October 10, 2023



RECOMMENDATION

That the detailed park design fee proposal for Block 39, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Stantec has prepared a fee proposal for Concept 4, Block 39 to take the Preliminary Design to Detailed Design with the deliverable of tender ready drawings.

The detailed design will include the following:

- Parking Lot Layout & Grading Plan c/w Washroom Option
- Site Layout & Detailed Grading Plan
- Site Furniture, Playground & Fitness Equipment list including 3D renderings.
- Turf Irrigation Design & Tie-in to the existing system
- Detailed Design Details & Site Cross Sections

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the reports. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Detailed Park Design fee proposal for Block 39



Stantec Consulting Ltd.
230-704 4 Avenue South, Lethbridge AB T1J 0N8

September 29, 2023
File: 116549071

Attention: Kelly Lloyd, Chief Administrative Officer

Town of Milk River (Client)
Box 270
240 Main Street NW
Milk River, Alberta
T0K 1M0

Dear Ms. Lloyd,

RE: DETAILED PARK DESIGN, BLOCK 39

Stantec Consulting Ltd. presents for your consideration our fees to take Concept 4, Block 39 from Preliminary Design to Detailed Design with the deliverable of tender ready drawings. The detailed design will include the following:

- Parking Lot Layout & Grading Plan c/w Washroom Option
- Site Layout & Detailed Grading Plan
- Site Furniture, Playground & Fitness Equipment list including 3D renderings.
- Turf Irrigation Design & Tie-in to the existing system
- Detailed Design Details & Site Cross Sections

FEE SUMMARY

Outlined below is a summary of our fee proposal for the provision of the above noted services. Work is to be completed on an hourly basis plus 5% for Fixed Rate Disbursements.

Project Task	Proposed Fee
Design Development Drawings - (60%)	\$16,000
Detailed Drawing Set - (90%)	\$5,400
Issued for Tender Plan Set – (100%)	\$1,900
General Project Management	\$1,200

RE: DETAILED PARK DESIGN, BLOCK 39

TOTAL PROPOSED FEES	\$24,500
REMAINING PRELIM DESIGN FEES	\$4,500
TOTAL ADDITIONAL FEES	\$20,000

ASSUMPTIONS

1. All deliverables will be provided electronically.
2. After each deliverable of 60%, 90% and 100% the Town would complete a review and provide comments for change and/or improvement.
3. Any applications and associated fees are not included.
4. All Tender and Construction Administration Services are not included.

In summary we wish to request a fee of \$20,000 to account for the additional scope identified above.

The development of Block 39 into usable park space will leave the community in a refined condition providing amenities that are complimentary to the existing homeowners and we look forward to working with you further on this project.

If you have any questions with regards to this letter, please don't hesitate to contact me at 403-332-4882 at your convenience.

RE: DETAILED PARK DESIGN, BLOCK 39

Regards,

STANTEC CONSULTING LTD.



Marvin Van Maanen C.E.T.
Associate
Phone: 403 332 4882
Fax: 403 328 0664
marvin.vanmaanen@stantec.com



Amber Braun CAD Tech
Landscape Architecture Technologist,
Trainee
Phone: 403 332 4853
Fax: 403 328 0664
amber.braun@stantec.com

Request for Decision

Christmas Schedule

October 10, 2023



RECOMMENDATION

That Council approve December 28 and 29 as holidays for all town staff, with the administrative office to be closed from December 25-29 inclusive.

LEGISLATIVE AUTHORITY

Personnel Policy:

ARTICLE 22 - HOLIDAYS AND VACATIONS

1. All regular employees shall be paid their normal rate of pay for the Holidays listed below:

New Year's Day (Stat)	Labour Day (Stat)
Family Day (Stat)	Thanksgiving Day (Stat)
Good Friday (Stat)	Remembrance Day (Stat)
Easter Monday (Stat)	Christmas Day (Stat)
Victoria Day (Stat)	Boxing Day
Canada Day (Stat)	Christmas floater day
August Civic Holiday	

2. An employee will be eligible for holiday pay according to the *Employment Standard Code*.
3. Where a Holiday falls during an employee's designated vacation period, an extra day with pay will be granted to be taken in conjunction with the vacation period.

BACKGROUND

In 2022, Council voted to provide staff with one day off with pay and the second day using the employee's vacation.

With the way Christmas falls this year, the work week is December 25 - December 29. Administration is requesting Council's consideration to approve the same scenario for 2023.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the reports. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Canada's Western Gateway

October 10, 2023



RECOMMENDATION

That Council approve an annual \$1,000.00 member community contribution, for the next three years to Canada's Western Gateway, beginning in 2024.

LEGISLATIVE AUTHORITY

BACKGROUND

During the meeting of Canada's Western Gateway, discussion amongst members regarding funding contributions took place. Mayor Liebelt will provide further information.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

FortisAlberta Franchise Fees

October 10, 2023



RECOMMENDATION

That Council set the FortisAlberta Electrical Franchise Fees at _____%.

LEGISLATIVE AUTHORITY

Franchise Fee Agreement

BACKGROUND

Pursuant to our franchise agreement, the Town of Milk River has the option to change the franchise fee percentage in 2024. A request to change the franchise fee must be received by FortisAlberta in writing no later than November 1, 2023. It must also be advertised for two weeks.

Franchise Fees collected:

2021	\$ 81,507.51
2022	\$ 88,666.60
2023*	<u>\$ 49,106.65</u>
	\$219,280.76

*to June

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in this report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Letter from Fortis

September 26, 2023

RE: 2024 Franchise Fee Calculator, Confirmation of Franchise Fee, Microgeneration Update

FortisAlberta is writing to you to share some important information about the 2024 Franchise Fee Calculator as well as an update on franchise fees and microgeneration.

2024 Franchise Fee Calculator

FortisAlberta is currently preparing for the annual franchise fee changes and is updating the calculator used by the municipalities to forecast franchise fee revenue in 2024.

In early September, FortisAlberta filed its annual rates application as required by the Alberta Utilities Commission (AUC). However, the AUC has not yet issued a decision on the *Third Generation Performance-Based Regulation* plan that will cover the 2024-2028 period or the *Cost-of-Capital Parameters in 2024 and Beyond*, that will determine the 2024 rates. The AUC is expected to issue these decisions by the end of September.

Once these decisions are issued, FortisAlberta would then incorporate the directions from these decisions, or any other relevant decisions and apply for its 2024 distribution rates as and when directed by the AUC, potentially towards the end of October. In addition, actual transmission rates primarily depend on the transmission rates filed by the Alberta Electric System Operator (AESO), which are then approved by the AUC. As of the date of this letter, the AESO has not applied for the 2024 transmission rates.

Typically, rate information for the coming year is known by early September. FortisAlberta recognizes this delayed timeline for 2024 rates will be a challenge for municipalities as they prepare their budgets and set their franchise fees for 2024. To allow the municipalities to start budgeting for 2024, FortisAlberta has created the franchise fee calculator with an assumption that both transmission and distribution rates would increase by 3.71 per cent.

Currently, inflation in 2024 is expected to be somewhat lower than in 2023, and therefore, FortisAlberta considers that assuming a rate increase of 3.71 per cent is reasonable on balance. However, any actual rate change for 2024 could be materially different than this estimated increase of 3.71 per cent. FortisAlberta also estimates electricity consumption and the franchise fee amount paid by customers within each municipality. While this estimate is more robust, actual consumption could be somewhat different.

Request - Confirmation of Franchise Fee

Reviewing the process for 2024 franchise fee changes, **FortisAlberta requests all municipalities to confirm via email that they have received this information and if they plan any increase/decrease or plan to keep the current franchise fee percentage.** Please confirm your franchise information that is included in the calculator, specifically the franchise fee percentage and respond to

StakeholderRelations@FortisAlberta.com to confirm any increase/decrease or no change. Additionally, we have included a table showing municipalities and their current franchise fee percentage. This information will help you understand what other communities are charging and confirms of your current franchise fee percentage.

Media Coverage on Franchise Fees

Recently in the media there have been reports of high Regulated Rate Option (RRO) rates where some Distribution Facility Owners (DFO) charge Franchise Fees on these Retailer costs. FortisAlberta only charges Franchise Fees on Transmission and Distribution tariff costs and excludes all rate riders and Retailer costs.

Microgeneration Update

In case you are asked by constituents about our microgeneration connection process and why it is taking longer to connect these installations, we wanted to provide you with some context. During the last three years, FortisAlberta microgeneration connections have doubled. For 2023, we estimated that more than 1,600 connections will take place in our service area alone. We have added additional staff to meet the demand as FortisAlberta has the busiest service area for microgeneration in Canada. Additionally, one in three applications are not complete when it is submitted resulting in additional work. We are working closely with customers to ensure their preparedness and continue to identify and execute efficiencies to streamline the process.

If you have additional questions or concerns specific to microgeneration, franchise fees or questions in general please contact your Stakeholder Relations Manager.

Sincerely,



Dave Hunka
Manager, Municipalities
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

Request for Decision

ATCO Gas Franchise Fees

October 10, 2023



RECOMMENDATION

That Council set the ATCO Gas Franchise Fees at _____%.

LEGISLATIVE AUTHORITY

Franchise Fee Agreement

BACKGROUND

Pursuant to our franchise agreement, the Town of Milk River has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022.

ATCO Gas pays the Town of Milk River a franchise fee. The franchise fee is collected from customers in the community based on a percentage of the Delivery Tariff. In the Town of Milk River, this percentage is 30.00%. In 2021, the Delivery Tariff revenue was \$279,385. The forecast Delivery Tariff revenue for 2023 is \$355,548. Therefore, based on the current franchise fee percentage, the Town of Milk River's forecast 2023 franchise fee revenue would be \$106,664.

As per a letter received in May of 2023, the projected franchise fee revenue was reduced to \$98,827, a difference of -7.35%

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in this report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Letter from ATCO Gas

29 August 2023

Town of Milk River
PO Box 270
Milk River, AB, T0K 1M0

Attention: Ms. Kelly Lloyd, Chief Administrative Officer

RE: **ATCO Gas and Pipelines Ltd. Natural Gas Distribution Franchise Agreement**

As you are aware, ATCO Gas pays the Town of Milk River a franchise fee. The franchise fee is collected from customers in Milk River and is based on a percentage of our Delivery Tariff. In Milk River, this percentage currently is 30.00%.

In 2022, our Delivery Tariff revenue in Milk River was \$350,451. Our forecast Delivery Tariff revenue for 2024 is \$317,466. Therefore, based on the current franchise fee percentage, your forecast 2024 franchise fee revenue would be \$95,240.

Please note that the forecast 2024 Delivery Tariff revenue can be impacted by changes in customer operations and weather. Additionally, ATCO Gas has utilized forecast 2024 delivery rates, however, they are not yet approved by the Alberta Utilities Commission. ATCO Gas commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to the update of these forecast assumptions.

Pursuant to our franchise agreement, you have the option to change the franchise fee percentage in 2024. A request to change the franchise fee must be received by ATCO in writing prior to November 1, 2023. If you are considering changing the franchise fee in 2024, please contact us as soon as possible to begin the process.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at Dan.Magnan@atco.com.

Yours truly,



Dan Magnan
Manager, Lethbridge Operations
ATCO Natural Gas Division

Request for Decision

Councillors Report

October 10, 2023



RECOMMENDATION

That the Councillors reports for the period ending October 10, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Elected Officials, appointed at the annual organizational meeting, attend regular meetings of various boards, commissions, and committees. Each elected official is required to keep Council informed by providing regular activity of the board, commission, or committee they are appointed to.

RISKS/CONSEQUENCES

Should committee reports not be relayed, members of Council will not be informed on the various boards, commissions, and committees.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Milk River Municipal Library
2. Milk River and District Ag Society

MINUTES

Town of Milk River Library Board Meeting

August 12, 2023 – 5:30pm

1. Call to Order: Rita (chair) called meeting to order at 5:35

2. Attendance: Rita Lodermeier, Darlene Fleming, Wendy Orsten, Jodie Wehlage, Peter Denmark (Library Manager), Lesley Oslanski, Anne Michaelis (Council Rep), Scott Harvey

Absent: Ron Oswald,

3. Approval of agenda: Motion – Wendy moved approval of agenda as amended. Carried

4. Approval of minutes from last meeting: Motion – Anne moved to adopt minutes as presented via email. Carried

5. Treasurer's report: Motion – Darlene moved to accept reports as presented. Carried

-Action – Darlene will look in to options for GIC and email for direction before maturity date

6. Library Manager's report: Attached

- ACTION – Darlene and Rita will talk to town about attending November Council Meeting

7. Information Items

A. Operating Grant

- \$13,631.00 received at the end of July, and deposited.

B. Webinar

- Rita will attend a webinar: "Required Policies Under The Libraries Regulation For Municipal and Inter-municipal Library Boards" –next week.

8. Old Business

A. Ag Society Rental Agreement

-Not yet returned

B. Flooring

- Email was sent to Charlene Olson to inquire about remaining funds from FOL to perhaps get help with flooring

9. New Business

A. Ag Society Request for Volunteer help at the upcoming Oktoberfest

- Four helpers are needed to help in the food concession from 5-8 pm on September 23/23

-ACTION – Volunteers are Rita, Scott Harvey & daughter, Darlene Fleming (Wendy as alternate if available)

B. Elimination of Children's Library Member Fees

-Board member Scott Harvey brought forward idea of free membership for children and youth. Peter's feedback is that he does not feel that this would affect revenue.

-Scott Harvey made a motion to eliminate both children's and teen's card fees. Lesley seconded motion. Motion passed.

-ACTION – Peter will contact school to discuss promoting this and the possibility of having students come to this library during school hours.

C. Writers Workshop

-On behalf of Ron Oswald, Anne Michaelis presented idea of a Horror Writer's Workshop – Proposal is attached. Ron requested us to think on this and we can discuss it further at the December meeting.

-**ACTION** – Bring forward to December meeting

D. Relocation

-Discussion was held around possibility of relocating to ERHS Building if that is a possibility after the new school is complete. Just discussion at this point; will review in the future.

-Questions around charge for rent brought up: unknown at this point as still in speculation phase.

-Questions around square footage available vs current area. Looking at possibility of exploring the space to get some idea of this.

-Considerations around our present accessibility were discussed as the stairs at the current building have been a concern for some

- **Action – RE current library accessibility:** Peter will advertise in monthly newsletter about coming in through the Civic Centre to address accessibility. If people call ahead, Peter will go around and open the doors to accommodate them.

E. Relief Wages

- Discussion brought forward about a wage increase for Marian Wiwchar as our relief librarian.

- Darlene moved to increase Marian's wages to \$16/hour when filling in for Peter. Wendy Seconded.

Motion carried

10. Correspondence: CARLS Board Report – ideas brought forward from Anne around activities other libraries are presenting. She will compile a list and send it out, just to see what some other libraries are offering.

10. Next Meeting: Tuesday December 12, 2023 @ 5:30 – Bring snacks as a little seasonal celebration :)

11. Adjournment: Rita moved we adjourn at 6:33

Milk River & District Ag Society
Regular Meeting # 8
Sept 18, 2023

Members Present: Laurie Balog, Gwen Chamberlain, Suzanne Furlong, Leslie Cody, Sheila Garber, Jody Wehlage, Jody Miller, Ricky Feist, Norm Vornbrock, Dave Robertson, Shayne Johnson

Meeting called to order at 7:03 by Laurie Balog.

Laurie Balog moved to adopt the agenda presented with additions.

Minutes from previous meeting presented. Motion to accept as presented by Leslie Cody, 2nd by Jodie Wehlage. Motion carried.

Treasurer's Report:

- Financial report accepted as presented by Suzanne Furlong, 2nd by Gwen Chamberlain. Motion carried.
- Motion to pay outstanding bills made by Sheila Garber, 2nd by Leslie Cody. Motion carried.

Old Business:

- Thank you to Jody Miller for organizing the Town of Milk River BBQ.
- The Town installed the power plant at their cost.

Correspondence:

- Agri-News weekly news (forwarded by email)
- Gov't of Alberta Webinars (forwarded by email)
- AAAS updates (forwarded by email)
- **AAAS Fall Regional meeting – October 10 in Coaldale – please consider attending**
- Sept 21 has been pronounced to be Ag Society Day
- Analysis of all Ag Societies to be done – tabled to next meeting for further discussion
- Community Foundation – having a ZOOM presentation re their grants, Suzanne will attend

New Business:

- Damage to the Civic centre floor – Insurance company has denied our claim. The floor needs to be repaired; cost could be \$100K but need to get a better idea on the repairs. First, the outside needs to be fixed so no more water leaks into the civic centre. We need to talk to the Town and work together, Dave & Laurie will attend the next town council meeting to start the discussion.

Committee reports:

- ✓ **Oktoberfest** – plans are to meet Thursday to decorate inside and a bit outside; Friday to set up tables for people and silent auction. We'll be selling beer mugs for \$5 to raise money for the new floor. Get as many directors out helping/volunteering during Oktoberfest.

Laurie Balog motioned to adjourn the meeting at 8:00 PM.

Next meeting: October 16th at 7:00PM in Agora room

Request for Decision

Mayors Report

October 10, 2023



RECOMMENDATION

That the Mayors Report for October 10, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Mayor Liebelt will provide a report from the Mayors Desk.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Chief Mountain Regional Solid Waste Services Commission
2. Riverside Community Golf Society Minutes

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
JULY 12, 2023, AT THE TOWN OF MAGRATH.**

Members Present:

Brian Wickhorst – Village of Glenwood
Byrne Cook – Town of Magrath
Tyler Lindsay – Village of Warner
Gary Bikman – Village of Stirling
Allan Burton – Town of Cardston

Tanya Smith – Village of Coutts
Wayne Harris – Cardston County
Mike Nish – Village of Hill Spring
Randy Taylor – County of Warner (Zoom)
Bryce Coppieters – Town of Raymond

Others Present:

Marian Carlson – SEO
Suzanne Pierson – Secretary/Treasurer

Lee Beazer – Operator

Commenced at 5:01 pm

Gary Bikman in the Chair.

AGENDA

Wayne Harris moved that the agenda be adopted as presented. Carried

MINUTES

Bryce Coppieters moved that the minutes of the June 14, 2023, regular board meeting be adopted as presented. Carried

NEW BUSINESS

The SEO presented a graph showing the last three years of waste incentives paid to participating municipalities and organizations. The municipalities and organizations are being asked to submit recycling figures to the Commission on a monthly basis.

The SEO presented the Communications Plan for the board to review.

23-10 Byrne Cook moved to approve the Communications Plan. Carried

Bryce Coppieters moved to approve the SEO's report. Carried

The Operator reported that 930.26 tonnes of waste were delivered to the Landfill in June 2023, making the year-to-date total 4,884.45 tonnes.

The Operator advised that he met with Jesse Salmon and Kurtis Pratt from the Town of Raymond regarding the transfer station and devised three possible solutions. The board would like to have a cost

comparison completed to move the transfer station versus completing needed repairs to the transfer station in the current location.

Allan Burton moved to approve the Operator's report.

Carried

Approval of Bills

Bills for the month of June 2023 were reviewed.

Tanya Smith moved to approve the bills for June 2023.

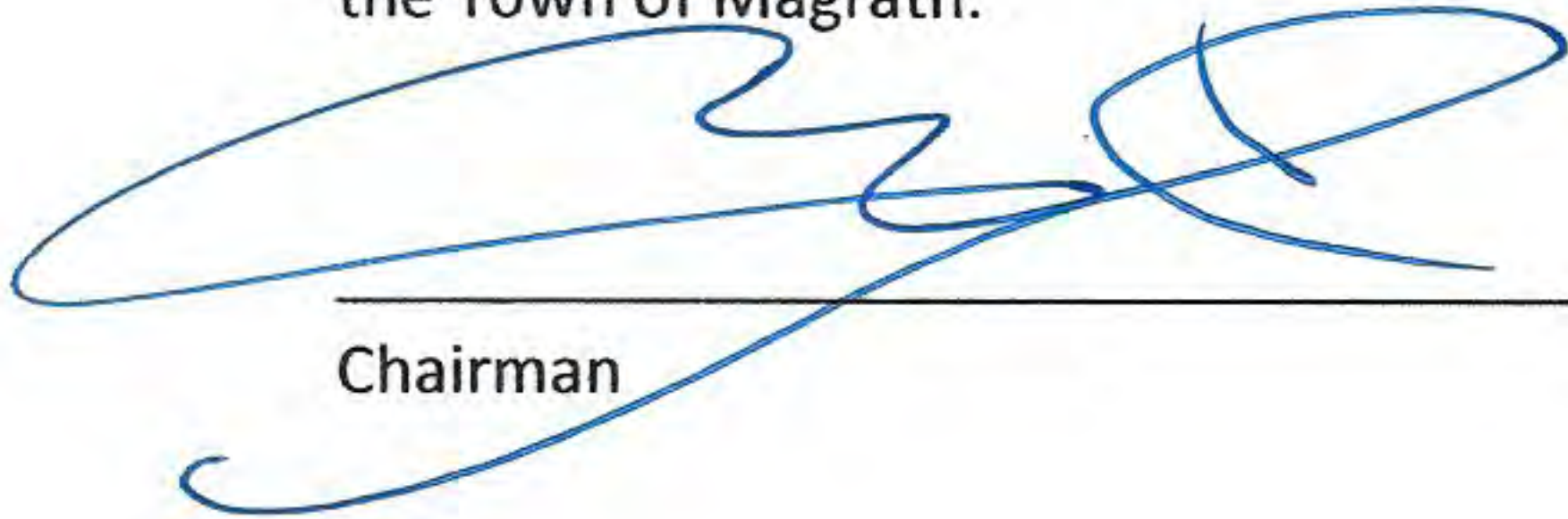
Carried

ADJOURNMENT

Tanya Smith moved the meeting adjourned.

Adjournment at 6:12 p.m.

The Next Commission board meeting is scheduled for Wednesday, September 13, 2023, at 5:00 p.m. in the Town of Magrath.


Chairman

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
SEPTEMBER 13, 2023, AT THE TOWN OF MAGRATH.**

Members Present:

Brian Wickhorst – Village of Glenwood
Byrne Cook – Town of Magrath
Larry Liebelt – Village of Warner
Gary Bikman – Village of Stirling
Allan Burton – Town of Cardston

Tanya Smith – Village of Coutts
Wayne Harris – Cardston County
Bryce Coppieters – Town of Raymond
Randy Taylor – County of Warner

Others Present:

Marian Carlson – SEO
Suzanne Pierson – Secretary/Treasurer

Lee Beazer – Operator

Commenced at 5:00 pm

Gary Bikman in the Chair.

AGENDA

Randy Taylor moved that the agenda be adopted as presented. Carried

MINUTES

Wayne Harris moved that the minutes of the July 12, 2023, regular board meeting be adopted as presented. Carried

NEW BUSINESS

The SEO reported that she and the Operator met with the Town of Raymond to discuss repairs to the Raymond Transfer Station. The current recommendation is to install a wind fence on the West and a catch fence on the East. The Operator is working to get a quote for the work and bring the information back to the next board meeting. The board would like the Operator to get bids from local businesses that build wind fences.

The SEO advised that a discussion occurred regarding the potential relocation of the Raymond Transfer Station. It is recommended that the board support an application by Raymond to the Alberta Community Partnership (ACP) grant for the initial relocation planning. This grant is a non-matching grant for non-capital projects. It would require a letter of support from municipalities and the Commission. The application is due by October 2, 2023, for a maximum of \$200,000. Suzanne will email the CAOs of each municipality asking for a letter of support regarding the application for the ACP grant, with funds being used to conduct a regional study of transfer station locations and feasibility.

23-11 Byrne Cook moved to send a letter of support for the ACP grant application. Carried

SEO advised that she has met with Cardston, Magrath, and Raymond to discuss their recycling programs and the opportunities for enhancement, partnership or support of those programs. She is still investigating alternative methods throughout the region.

The SEO presented the update on the Strategic Plan for the board to review. She has been developing the website and looking for some nice pictures within the Commission.

Bryce Coppieters moved to approve the SEO's report. Carried

The Operator reported that 891.06 tonnes of waste were delivered to the Landfill in July 2023 and 979.36 tonnes in August, making the year-to-date total 6,754.87 tonnes.

The Operator advised that the Commission may have water issues next Spring as the spring run-off will be emptying directly into the new cell. He would like to do some preventative excavation to divert this water from entering the cell. Darren Wilde, the engineer, will be coming to estimate the cost of digging a new trench to keep the cell dry.

23-12 Allan Burton moved to allocate a maximum of 20,000 towards redirecting the water at the Landfill. Carried

The Operator advised that a transmission was lost on the 2021 Peterbilt Semi-truck.

Wayne Harris moved to approve the Operator's report. Carried

Financial Statement

The Financial Statements for June 30, 2023, and July 31, 2023, were reviewed.

Tanya Smith moved to accept the June 30, 2023, and July 31, 2023, Financial Statements. Carried

Approval of Bills

Bills for July and August 2023 were reviewed.

Bryce Coppieters moved to approve the bills for July and August 2023. Carried

The Year-to-date Budget was presented as of August 31, 2023.

Allan Burton moved to approve the Year-to-Date Budget as of August 31, 2023. Carried

The County of Warner is converting to EFT Payments and would like the Commission to send in bank information to accommodate this change. Allan Burton would like the policy checked and adjusted to pay and receive EFT transfers if necessary.

The SEO discussed setting up direct deposits to ensure payments are received on time and less time is spent finding authorized people to sign cheques.

Tanya Smith excused at 6:23 p.m.

- 23-13 Allan Burton moved to sign the Customer Automated Funds Transfer (CAFT) Agreement with 1st Choice Savings and Credit Union Ltd. Carried

ADJOURNMENT

Byrne Cook moved the meeting adjourned.

Adjournment at 6:28 p.m.

The Next Commission board meeting is scheduled for Wednesday, October 11, 2023, at 5:00 p.m. in the Town of Magrath.

Chairman

Riverside Community Golf Meeting 2023

- Meeting called to order October 2 @ 7:10 pm
- Attendance- Larry, Doug, Beth, John, Ron, Layne and Kristin
- Minutes read by Kristin, John moves to accept the minutes as information-carried
- Treasurer's Report read by John. Kristin moves to accept the Treasures report as info. -carried

Old Business

- Campground Update- wifi is cut off to both campgrounds.
- Greenskeeper update- Ron gave us a short, year end update. Thinks everything went well overall. He will send Doug more info on things we can do to improve. Irrigation needs to be blown out.
- Restaurant Update- Three tournaments this past month. They went well.
- Visitor Centre Update- Larry bought sprinklers to replace existing ones. Look into blowing out sprinkler systems.
Water Leaks- everything working well since hose blew . There's a main line leak.
- Storm Damage- Doug cut the fallen branches by the shack down.
- Insurance Claim – on going.
- Lock on the Storage Building- Keys were found in shop. Will be locked going forward.
- Cart Storage- on going. Look into for Spring
- Cart Rental Deal- on going. Look into for Spring

New Business

- Course closure- the clubhouse was closed as of Sept 30th. Kristin will talk to CJ about doing maintenance. Layne will look at the fungicide that gets applied before tarps. We will watch the forecast and plan for tarps at a later date.
- Look into repairing our propane bbq for next year.
- Grants- tree quote is into the Grant writer. Grant controller hasn't been submitted yet.
- Harvest Host – Will have to check with Darcy.
- Bowling- prices for league and private parties need to be discussed.
- AGM – Will be Dec 4 @ 7pm. Larry will ask if we can use council chambers.

AED monthly testing

Next meeting Monday, Nov 6, 2023 @ 7pm @ clubhouse.

Motion to adjourn by Layne- Carried.