

Regular and Closed Meeting Agenda for Monday, September 8, 2025, 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. Additions/Deletions to the Agenda
3. Appointment of Chief Administrative Officer (CAO)
4. Approval of Minutes
  - A) Minutes of the August 11, 2025, Council Meeting
5. Financial Report
6. CAO Report (Administration)
7. Break (10-15 minutes)
8. Business
  - A) Milk River Municipal Library Board Appointments
  - B) Watershed Council Community Appreciation Forum – Invitation & Sponsorship Request
  - C) Agricultural Society Sponsorship Request
9. Mayor & Council Reports
  - A) Authorities, Boards, Committees and Commission Minutes
10. Closed Session
  - A) Land Offer – as per Sec 30 of the Access to Information Act
  - B) Council-CAO Strategic Visioning – as per Sec 28, 29 of the Access to Information Act
11. Adjournment

# REQUEST FOR DECISION

## Appointment of Chief Administrative Officer

September 8, 2025



### BACKGROUND

In accordance with Section 205(2) of the Municipal Government Act and Bylaw 1026, Council is able to appoint a new Chief Administrative Officer (CAO). After an extensive recruitment process, considering multiple candidates, Council has reached an agreement with Ethan Gorner to fill the role of CAO for the town.

### RECOMMENDED MOTION

That Ethan Gorner be appointed as the Chief Administrative Officer for the Town of Milk River, effective September 2, 2025.

# REQUEST FOR DECISION

## Approval of Minutes

September 8, 2025



### BACKGROUND

In accordance with section 208 of the Municipal Government Act and the Procedural Bylaw 1060, Council reviews the minutes from the previous meeting and considers them for approval and adoption.

Attached below are the minutes from the previous Council meeting held on August 11, 2025 for Council's review and approval. Council is able to make any amendments to the minutes prior to their adoption.

### ATTACHMENTS

1. Draft August 11, 2025, regular council meeting minutes

### RECOMMENDED MOTION

That the minutes for the August 11, 2025, regular council meeting be approved as presented.

## Draft Council Minutes – August 11, 2025

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, August 11, 2025, 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, Deputy Mayor Anne Michaelis, Councillor Peggy Losey, Councillor Shayne Johnson, and Councillor Dave Degenstein

### Absent – Elected Officials

None.

### Present – Administration

Shawn Hathaway, Interim Chief Administrative Officer  
Nikki Stevens, County of Warner Municipal Clerk

## 1. Call to Order

Mayor Liebelt called the meeting to order at 5:30 p.m.

Councillor Peggy Losey entered the meeting at 5:31 p.m.

## 2. Additions / Deletions to the Agenda

Additions / Deletions to the Agenda

Addition 3. C) K. Colynn

Addition 11. G) Swimming Pool

Addition 11. H) Crushing

Moved by Councillor Degenstein, “that Council approve the agenda for the August 11, 2025, regular council meeting as amended.”

Motion Carried 2025-185

## 3. Delegations: 5:40 p.m.

### A) Fortis

C. Webster, Stakeholder Relations Manager with FortisAlberta, presented an overview of the current franchise agreement between the Town of Milk River and FortisAlberta. The agreement grants certain exclusive rights to FortisAlberta while the Town of Milk River receives franchise fees. The initial term of the agreement will expire December 31, 2026. FortisAlberta is proactively communicating on the renewal requirements for the subsequent terms.

C. Webster left the meeting at 5:44 p.m.

Moved by Councillor Michaelis, “that Council accept the presentation as information.”

Motion Carried 2025-186

### B) Progressive West Consulting

K. Welby and P. D’Agnone from Progressive West Consulting were in attendance and provide an overview of the grant writing assistance Progressive West Consulting will be providing. Priorities were discussed as

including water, the Visitor Information Centre, block 39, and the pool. Progressive West Consulting will be providing monthly reports on the number of applications. Community groups will be able to contact Progressive West Consulting for assistance with writing grant applications on their own or by being referred through Town Administration.

K. Welby and P. D'Agnone left the meeting at 6:08 p.m.

Moved by Councillor Degenstein, "that Council accept the discussion as information."

Motion Carried 2025-187

C) K. Colynn

K. Colynn presented the labyrinth he has etched out and seeded on the old theatre lot. The labyrinth is intended as a meditative walking path, and he requests that the upcoming seeding by the Town of Milk River is done around the labyrinth so the space may be used by the public for as long as its purpose remains a green space. Mayor Liebelt requested that the next time K. Colynn takes this type of initiative, a request for permission is made before the initiative is taken. Councillor Degenstein thanked K. Colynn for the initiative.

Moved by Councillor Losey, "that the old theatre lot is seeded around the labyrinth."

Motion Carried 2025-188

Collins left the meeting at 6:13 p.m.

#### 4. Approval of Minutes

A) Minutes of the June 9, 2025, Regular Meeting

Moved by Councillor Johnson, "that Council approve the June 9, 2025, regular council meeting minutes as presented."

Motion Carried 2025-189

B) Minutes of July 11, 2025, Special Council Meeting

Moved by Councillor Losey, "that Council approve the July 11, 2025, special council meeting minutes as presented."

Motion Carried 2025-190

#### 5. Business Arising from Minutes

#### 6. Financial Report

Council reviewed the 2025 year to date operating budget, the cash report and cheque listing. Council was informed that a portion of the provincial funding for the sewage lagoon has been received, and moving forward funding will be received on an ongoing basis to improve cashflow.

Moved by Councillor Losey, "that the Financial Reports for the periods ending June 30, 2025, and July 31, 2025, be accepted as information."

Motion Carried 2025-191

## 7. Administration Reports

### A) Public Works

A report was contained within the agenda package. Additional information was provided in a verbal report. Tasks completed included assisted in setting up Bonanza Day, sand filter has been cleaned and filled, water storage is at ~100% capacity, the small swimming pool has been cleaned up, and new pool noodles have been purchased. Upcoming tasks include inventory of all pool items, cleaning up Town lots, and asphalt patching in several spots around Town.

Moved by Councillor Johnson, "that Council accept the Public Works Report for the period ending August 11, 2025, as information."

Motion Carried 2025-192

### B) Community Peace Officer

Reports were contained within the agenda package.

Moved by Councillor Degenstein, "that Council accept the Community Peace Officer Reports for the periods ending June 30, 2025, and July 31, 2025, as information."

Motion Carried 2025-193

### C) Chief Administrative Officer

Interim CAO Hathaway provided a verbal report in addition to the report contained within the agenda package.

Moved by Councillor Johnson, "that Council accept the Chief Administrative Officer Reports for the period ending August 11, 2025, as information."

Motion Carried 2025-194

## 8. Break

*The Mayor recessed the meeting at 6:39 p.m.*

*The Mayor reconvened the meeting at 6:51 p.m.*

## 9. Old Business

## 10. Bylaws and Policies

### A) Library Funding Bylaw

Moved by Deputy Mayor Michaelis, "that Administration bring back a draft Library Funding Bylaw to next Council meeting as discussed."

Motion Carried 2025-195

B) Unsightly Premises Bylaw

Moved by Councillor Losey, "that Council accept the discussion on the Unsightly Premises Bylaw as information."

Motion Carried 2025-196

## 11. New Business

A) Correspondence

Moved by Deputy Mayor Michaelis, "that correspondence for the period ending August 11, 2025, be accepted as information."

Motion Carried 2025-197

B) Heritage Tree Designation

Moved by Councillor Losey, "that the Heritage Tree designation request be accepted as information and to be brought back for consideration once the property belongs to the Town of Milk River."

Motion Carried 2025-198

C) 8<sup>th</sup> Avenue Contract

Moved by Councillor Johnson, "that the 8<sup>th</sup> Avenue contract be awarded to Tollestrup Construction Inc., if the timeline for the work to be completed is confirmed to be in 2025, failing this that the contract be awarded to McNally Contractors (2011) Ltd."

Motion Carried 2025-199

D) Milk River Airport Rental Agreement

Moved by Councillor Degenstein, "that Administration may enter into an agreement for another hangar as discussed."

Motion Carried 2025-200

E) Community Garden Lot – Taxes

Moved by Councillor Degenstein, "that the taxes be reimbursed annually starting in 2025 as long as the lot is used as a community garden lot."

Motion Carried 2025-201

F) Caution Sign Request

Moved by Councillor Losey, "that a request letter is send to the local Transportation Office asking for assistance in dealing with traffic speed concern on Hwy 501 inside the Town of Milk River boundaries."  
Motion Carried 2025-202

G) Swimming Pool

Moved by Deputy Mayor Michaelis, "that Administration investigate extending the open hours of the swimming pool into September."  
Motion Carried 2025-203

Moved by Councillor Degenstein, "to retain a seasonal employee to take out the small pool, covert the area to grass, and once work is complete to take down the fence to the large pool."  
Motion Carried 2025-204

H) Crushing

Moved by Councillor Johnson, "that the overage bill for crushing be paid to Southern Excavating & Trucking Inc."  
Motion Carried 2025-205

## 12. Councillors Reports

Councillor Losey provided an update on the union negotiations with CUPE for Ridge Country Housing, and attended a Senior's meeting, the District Ag Society BBQ, and the Milk River Watershed Council Canada St. Mary's Headwater Tour.

Councillor Degenstein attended the District Ag Society BBQ, a Ridge Country Housing meeting, a Milk River Business Association meeting, the Bonanza Days, and interviews for a Chief Administrative Officer.

Councillor Johnson provided an update on the Handi-Bus and the Milk River and District Ag Society, and attended the District Ag Society BBQ, a Special Council meeting, and interviews for a Chief Administrative Officer.

Deputy Mayor Michaelis attended a Municipal Library meeting, a Special Council meeting, a Chinook Arch Library Board Meeting, a Milk River Health Professionals Attraction & Retention Committee meeting, and interviews for a Chief Administrative Officer.

Moved by Councillor Degenstein, "that the Councillor reports for the period ending August 11, 2025, be accepted as information."  
Motion Carried 2025-206



### 13. Mayors Report

Mayor Liebelt attended a Chief Mountain Regional Solid Waste Management Commission meeting, an Alberta Environment and Protected Areas inter-basin transfer meeting, an Alberta Environment and Protected Areas golf course water meeting, the Milk River Watershed Council Canada St. Mary's Headwater Tour, a Special Council meeting, the Bonanza Days, a Minister of Municipal Affairs meeting, and interviews for a Chief Administrative Officer, and provided an update regarding the status of the Visitor Information Centre.

Moved by Councillor Degenstein, "that the Mayors' report for the period ending June 9, 2025, be accepted as information."

Motion Carried 2025-207

### 14. Closed Session

A) Section 19: Disclosure harmful to business interests of a third party

Moved by Deputy Mayor Michaelis, "that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act at 8:28 p.m., to discuss matters exempt from disclosure under Access to Information Act Section 19: Disclosure harmful to business interests of a third party, with Council, Interim CAO Hathaway, and Municipal Clerk Stevens in attendance.

Motion Carried 2025-208

Moved by Councillor Degenstein, "that the meeting reconvenes to the regular Council meeting at 8:41 p.m."

Motion Carried 2025-209

Moved by Councillor Losey, "that Council approve the agreement with R. Kuhl as discussed."

Motion Carried 2025-210

### 15. Adjournment

Moved by Councillor Losey, "that the regular council meeting of August 11, 2025, adjourn at 8:42 p.m."

Motion Carried 2025-211

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Larry Liebelt  
Mayor

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Shawn Hathaway  
Interim Chief Administrative Officer

These minutes were approved on the      day of                      2025.

# REQUEST FOR DECISION

## August 2025 Financial Report

September 8, 2025



### BACKGROUND

Attached below for Council's information is the financial report for August 2025. Please feel free to ask any questions or request any additional information.

### ATTACHMENTS

1. 2025 Year to Date Operating Budget
  - a. By Function
  - b. By Department
2. Cash Report

### RECOMMENDED MOTION

That the August 2025 Financial Report be accepted as information.

**Revenue and Expenses - by Funtion**  
**for the 8 Months Ended August 31, 2025**

	2024 Actual	2025 Budget	2025 YTD Actual	Remaining Dollars	% Collected/ Used
<b>Operating Revenues</b>					
Taxation	-1,174,373.87	-1,347,955.00	-1,344,891.72	-3,063.28	99.77
Sale of Goods and Services	-674,293.67	-616,815.00	-425,108.41	-191,706.59	68.92
Other Revenue/Franchise Fees	-307,702.62	-381,560.00	-204,377.98	-177,182.02	53.56
Conditional Grants	-163,938.95	-207,360.00	-2,787,251.99	2,579,891.99	1344.16
Transfer from other Functions	0.00	-2,000,000.00	0.00	-2,000,000.00	0.00
Transfer from Reserves	0.00	-234,724.00	0.00	-234,724.00	0.00
<b>TOTAL REVENUES</b>	<b>-2,320,309.11</b>	<b>-4,788,414.00</b>	<b>-4,761,630.10</b>	<b>-26,783.90</b>	<b>99.44</b>
<b>Expenditures</b>					
Salaries, Wages & Benefits	800,216.47	779,306.00	531,211.08	248,094.92	68.16
Contracted & General Services	600,227.26	3,069,363.00	547,843.77	2,521,519.23	17.85
Materials, Goods & Utilities	469,918.09	480,315.00	289,050.92	191,264.08	60.18
Government Requisitions	270,651.60	311,740.00	166,640.58	145,099.42	53.45
Transfers to Local Boards	48,535.82	49,326.00	44,650.58	4,675.42	90.52
Transfers to Ind/Organizations	22,561.72	36,614.00	20,584.18	16,029.82	56.22
Bank Charges	9,597.11	10,000.00	6,750.06	3,249.94	67.50
Interest on Capital Long Term	0.00	0.00	0.00	0.00	0.00
Other Transactions	26,528.66	26,570.00	20,502.56	6,067.44	77.16
Transfer to Capital	0.00	25,180.00	0.00	25,180.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>2,248,236.73</b>	<b>4,788,414.00</b>	<b>1,627,233.73</b>	<b>3,136,000.27</b>	<b>33.98</b>

**Operating Revenue/Expenditures by Department for the 8 Months Ended August 31, 2025**

Department	REVENUES				EXPENDITURES				Actual Contribution to Surplus
	Budget	YTD Actual	Remaining Dollars	% Collected	Budget	YTD Actual	Remaining Dollars	% Used	
0 General Government	-1,733,885	-4,169,902	2,436,017	240.5	283,670	134,723	148,947	47.5	-4,035,179
11 Council	0	0	0	0.0	97,807	33,391	64,416	34.1	33,391
12 Administration	-286,424	-142,331	-144,093	49.7	442,618	257,754	184,864	58.2	115,423
23/24 Fire/Disaster Services	-20,000	-7,020	-12,980	35.1	86,106	33,115	52,991	38.5	26,095
26 Bylaw Enforcement	-3,900	-4,033	133	103.4	77,570	67,849	9,721	87.5	63,816
31 Common Services	-300	-2,043	1,743	0.0	189,409	128,174	61,235	67.7	126,131
32 Roads	-25,380	-24,497	-883	96.5	310,883	227,021	83,862	73.0	202,524
33 Airport	-465	0	-465	0.0	5,106	3,811	1,295	74.6	3,811
4101 Water Supply/Distribution	-2,267,800	-198,152	-2,069,648	8.7	2,381,854	219,662	2,162,192	9.2	21,510
42 Wastewater	-97,000	-66,708	-30,292	68.8	75,670	45,825	29,845	60.6	-20,883
43 Solid Waste	-127,105	-84,209	-42,896	66.3	125,758	90,353	35,405	71.8	6,144
43 Transfer Station	-12,405	-13,191	786	106.3	25,100	14,792	10,308	58.9	1,601
56 Cemetery	-3,000	-3,091	91	103.0	5,000	5,000	0	100.0	1,909
61 Planning & Development	-7,200	-7,104	-96	98.7	85,000	18,366	66,634	21.6	11,262
62 Economic Development	-29,500	-15,100	-14,400	51.2	5,915	5,918	-3	100.1	-9,182
72 General Recreation	-5,400	0	-5,400	0.0	215,018	110,237	104,781	51.3	110,237
7201 Campground	-17,000	-7,991	-9,009	47.0	37,440	21,558	15,882	57.6	13,567
7202 Pool	-151,650	-15,598	-136,052	10.3	239,415	134,748	104,667	56.3	119,150
7203 Golf Course	0	-660	660	0.0	78,774	57,740	21,034	73.3	57,080
74 Culture & Library	0	0	0	0.0	20,301	17,197	3,104	84.7	17,197
									0
<b>TOTAL OPERATING</b>	<b>-4,788,414</b>	<b>-4,761,630</b>	<b>-26,784</b>	<b>99.4</b>	<b>4,788,414</b>	<b>1,627,234</b>	<b>3,161,180</b>	<b>34.0</b>	<b>-3,134,396</b>



**TOWN OF MILK RIVER**  
For the Period Ending August 31, 2025

Page 1 of 1  
2025-Sep-3  
4:00:25PM

General Ledger	Description	2025 Opening Balance	2025 YTD Balance
<b>CHEQUING ACCOUNTS</b>			
3-12-00-120-00	General Bank Chequing Account (ATB)	28,784.63	256,225.33
3-12-00-130-00	General Savings Account (ATB)	299,096.78	701,093.37
3-12-00-150-00	AMWWP Savings Account (ATB)	0.00	2,142,773.91
* <b>TOTAL CHEQUING ACCOUNTS</b>		<b>327,881.41</b>	<b>3,100,092.61</b>
<b>TOWN TERM DEPOSITS</b>			
3-41-00-310-00	Water Capital GIC	4,043.15	4,135.65
3-43-00-310-00	Equipment Replacement Capital GIC	387,070.16	395,926.52
3-97-00-315-00	General Capital GIC	565,917.11	578,865.59
* <b>TOTAL TOWN TERM DEPOSITS</b>		<b>957,030.42</b>	<b>978,927.76</b>
<b>ARMS LENGTH TERM DEPOSITS</b>			
3-43-00-315-00	Transfer Station Operating GIC	5,639.62	5,768.66
* <b>TOTAL ARMS LENGTH TERM DEPOSIT</b>		<b>5,639.62</b>	<b>5,768.66</b>
<b>**P   TOTAL CASH AND INVESTMENTS</b>		<b>1,290,551.45</b>	<b>4,084,789.03</b>

\*\*\* End of Report \*\*\*

## REQUEST FOR DECISION

### CAO Report (Administration)

September 8, 2025

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#### **BACKGROUND**

Attached below for Council's information is the CAO Report (Administration) for August 2025. Please feel free to ask any questions or request any additional information.

#### **RECOMMENDED MOTION**

That the CAO Report be accepted as information.



1. ***Council Chambers*** – Owl technology being utilized to better facilitate participation in Council meeting while councillors are away. We will be exploring ways to improve the professional layout and usefulness of the chambers.
2. ***Curling Rink Painting*** – will commence next week. The curling rink screws are being tightened and will be done this week prior to painting.
3. ***Pool*** – will remain open for the first few weeks of September. Removal of the small pool will commence after next week.
4. ***Operating Projects Update***  
Please see the operating projects update attached below.
5. ***Capital Projects Update***  
Please see the capital projects update attached below.
6. ***Enforcement Update***  
Please see the enforcement report attached below.

#### *Public Works*

7. ***Lagoon Project*** – has commenced and will run through the winter, depending on temperatures. They're hoping to be done by September of 2026. They will be using Range Road 163 for hauling clay and other material to the site.
8. ***8<sup>th</sup> Ave Project*** – has commenced and will be completed by the end of the year. The road will be closed between 4<sup>th</sup> Street and County Road for 4-6 weeks.
9. ***824 Main Street*** – cleanup and improvements will be commencing.
10. ***Service line break at 425 - 2nd Ave*** – has been repaired.
11. ***Town Benches*** – due to bird poop are being washed twice a week.
12. ***Ditches on Railway Street*** – are being cleaned every two weeks from debris and waste from trucks.

<b>2025 Operational Projects</b>	
<b>Council</b>	
Election	October
Regional Orientation	October
<b>Administration</b>	
Wage Step	Complete
Communications	Complete
Grant Writing Services	Complete
Atrium Repairs	WIP
Eavestrough / Power Repairs	WIP
<b>Economic Development</b>	
Water purchase from SMRID	Water Act Rev
Overland pipe project	Water Act Rev
Debenture - LOC	Complete
Inter Basin Engagement	Complete
<b>Planning and Development</b>	
Orthophoto	Complete
Demolition of Theatre	Complete
<b>Pool</b>	
Liner/Skimmer - applying for CFEB grant funding	Delay to 2026
<b>Golf Course</b>	
Building Insurance	Complete
Water Hauling	
Eavestrough	Complete
Donation (as per February Council meeting)	Complete
<b>Curling Rink</b>	
Roof - screws tightened, exterior painted	September



<b>2025 Capital Projects</b>	
<b>Administration</b>	
LED Lighting - Dental Office	Complete
<b>Emergency Management</b>	
Wire in generator	In progress
2 Breathing Apparatus	Complete
<b>Roads</b>	
Sander Replacement	Complete
8th Avenue Roadworks	In Progress
8th Avenue Power	Complete
Curb/Gutter (on 8th ave between main & 1 street)	Complete
Sidewalk - School	Complete
<b>Water</b>	
Water Source Study (ACP)	Complete ?
Phase 1A: Design Raw Water Pump/Main Transmission Line	w/ MPE
<b>Wastewater</b>	
Lagoon	In Progress
CCTV	Complete
<b>Solid Waste</b>	
Garbage Truck - Feb 2026	Ordered
<b>Economic Development</b>	
Theatre Abatement and Air Quality Monitoring	Complete
<b>Recreation</b>	
Block 39 Phase 1 - needs cleanup and strategic planning	
Curling Rink Condenser	Complete
Spray Equipment	Complete
<b>Pool</b>	
Shade for Viewing Area	Complete
Engineered Exit Light	WIP



## Cases by Offence

### RRCPO

Date Range 08-01-25 00:00:00 - 08-31-25 23:59:59

Print Date 09-05-25 14:02:32 TZ Canada/Mountain

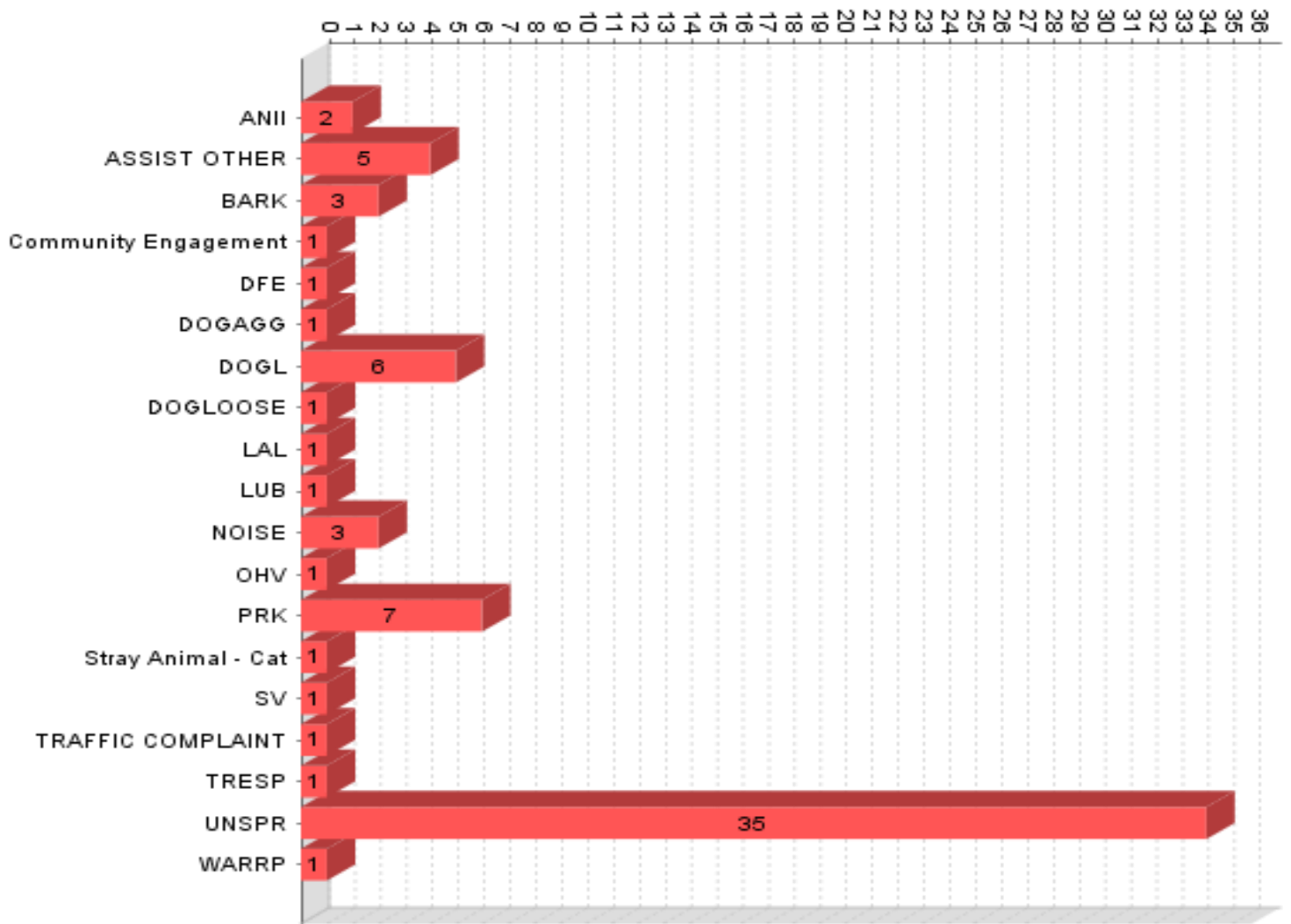
#### RRCPO

Offence ID	Offence Description	Total
ANII	INJURED ANIMAL	2
ASSIST OTHER	ASSIST	5
BARK	DOG BARKING	3
COMMUNITY	COMM ENG	1
DFE	DOG FECES	1
DOGAGG	DOG (AGGRESSIVE)	1
DOGL	DOG AT LARGE	6
DOGLOOSE	DOG (LOOSE)	1
LAL	LIVESTOCK AT LARGE	1
LUB	LAND USE BYLAW	1
NOISE	NOISE COMPLAINT	3
OHV	OFF-HIGHWAY VEHICLE COMPLAINT	1
PRK	PARKING COMPLAINT	7
STRAY ANIMAL -	STRAY ANIMAL	1
SV	SIGNAGE VANDALISM	1
TRAFFIC	TRAFFIC	1
TRESP	TRESPASS ONTO PROPERTY	1
UNSPR	UNSIGHTLY PREMISES	35
WARRP	WARRANT - PROVINCIAL	1

**Total** 73

1 / 2

#### RRCPO



# Cases by Offence

## RRCPO

Date Range 08-01-25 00:00:00 - 08-31-25 23:59:59

Print Date 09-05-25 13:55:52 TZ Canada/Mountain

RRCPO /

Offence ID	Offence Description	Reporting District	Total
ASSIST OTHER	ASSIST	COUNTY OF WARNER	1
DOGL	DOG AT LARGE		1
Total			2

1 / 22

RRCPO /

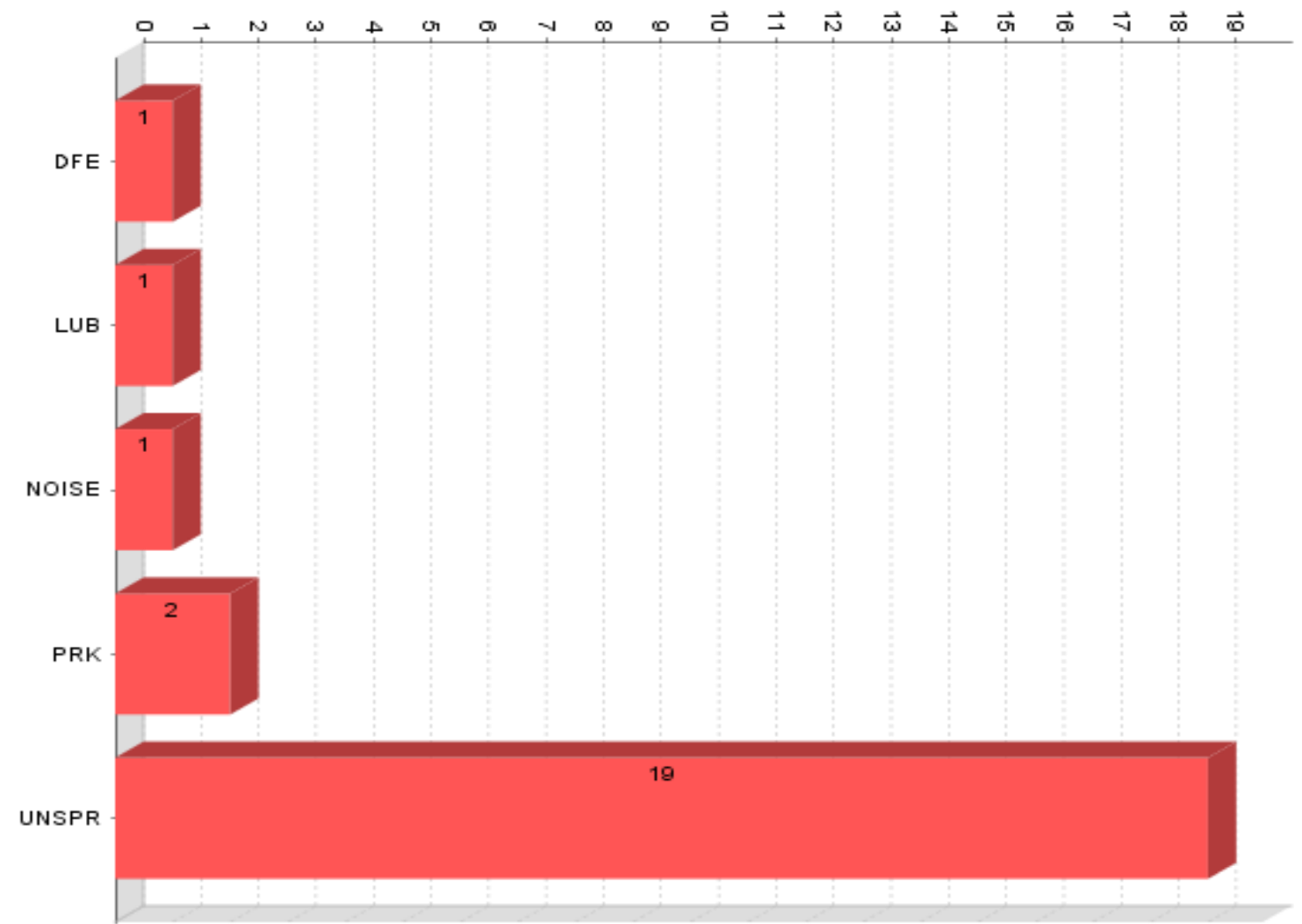


2 / 22

RRCPO / CLARESHOLM

Offence ID	Offence Description	Reporting District	Total
DFE	DOG FECES		1
LUB	LAND USE BYLAW		1
NOISE	NOISE COMPLAINT		1
PRK	PARKING COMPLAINT		2
UNSPR	UNSIGHTLY PREMISES		19

RRCPO / CLARESHOLM



RRCPO / COALDALE

Offence ID	Offence Description	Reporting District	Total
ASSIST OTHER	ASSIST	COUNTY OF WARNER	1
COMMUNITY	COMM ENG	COUNTY OF WARNER	1
Total			2

RRCPO / COALDALE

ASSIST OTHER

1

Community Engagement

1

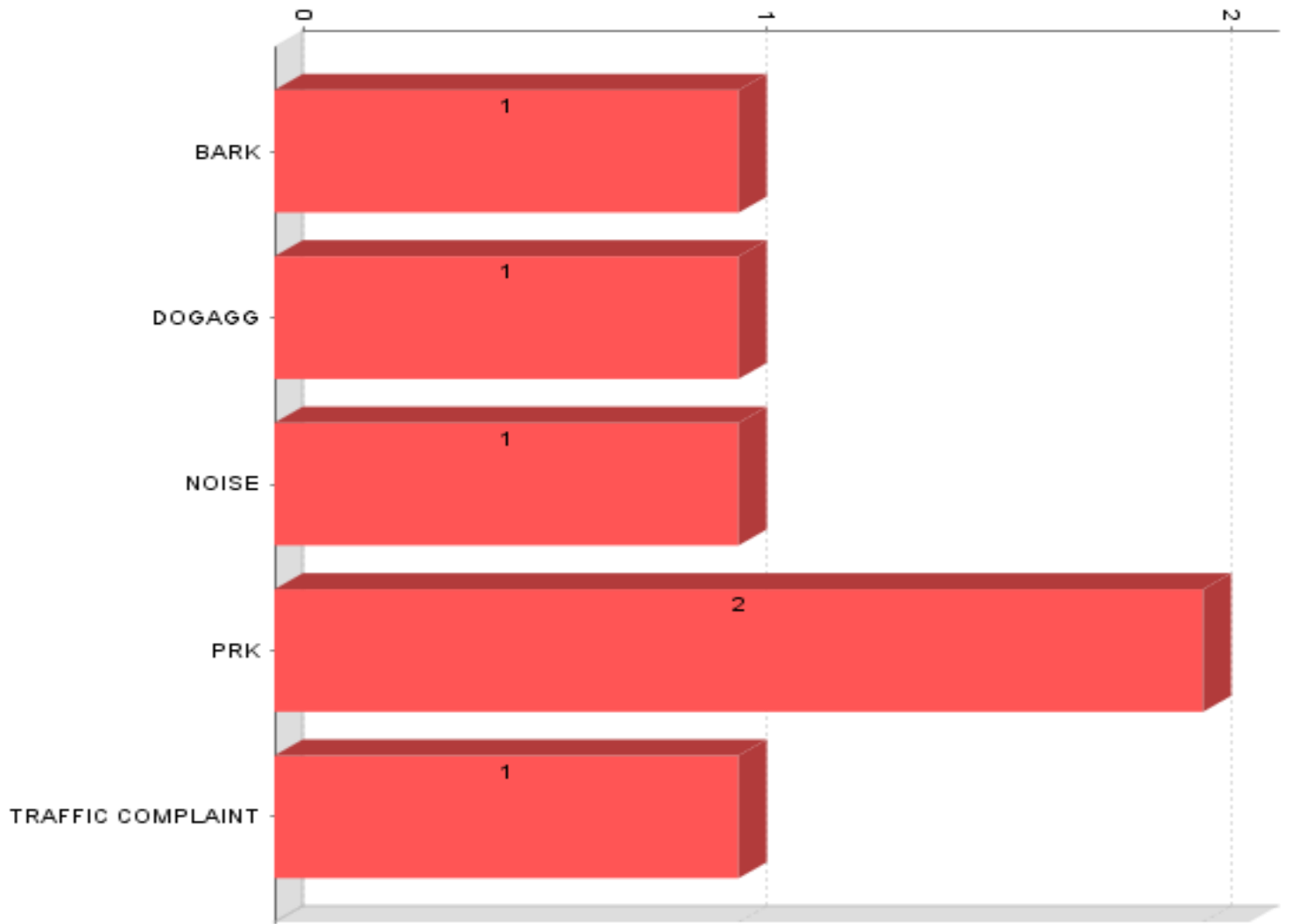
6 / 22

RRCPO / MAGRATH

Offence ID	Offence Description	Reporting District	Total
BARK	DOG BARKING	COUNTY OF WARNER	1
DOGAGG	DOG (AGGRESSIVE)	COUNTY OF WARNER	1
NOISE	NOISE COMPLAINT	COUNTY OF WARNER	1
PRK	PARKING COMPLAINT	COUNTY OF WARNER	2
TRAFFIC	TRAFFIC		1
Total			6

7 / 22

RRCPO / MAGRATH



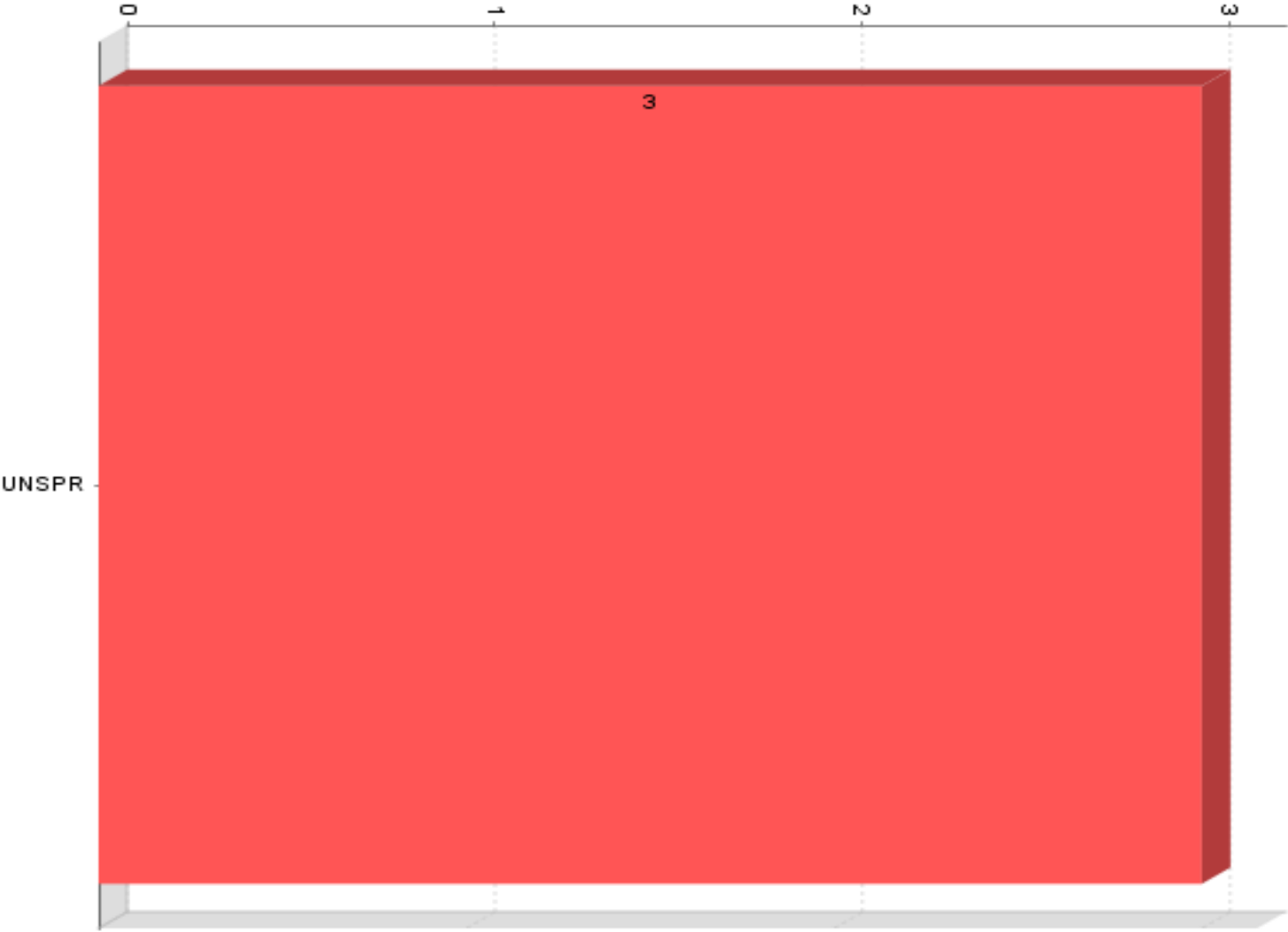
8 / 22

## RRCPO / MILK RIVER

Offence ID	Offence Description	Reporting District	Total
UNSPR	UNSIGHTLY PREMISES	COUNTY OF WARNER	3
Total			3

9 / 22

## RRCPO / MILK RIVER



10 / 22

RRCPO / NEW DAYTON

Offence ID	Offence Description	Reporting District	Total
UNSPR	UNSIGHTLY PREMISES		1
Total			1

11 / 22

RRCPO / NEW DAYTON



UNSPR

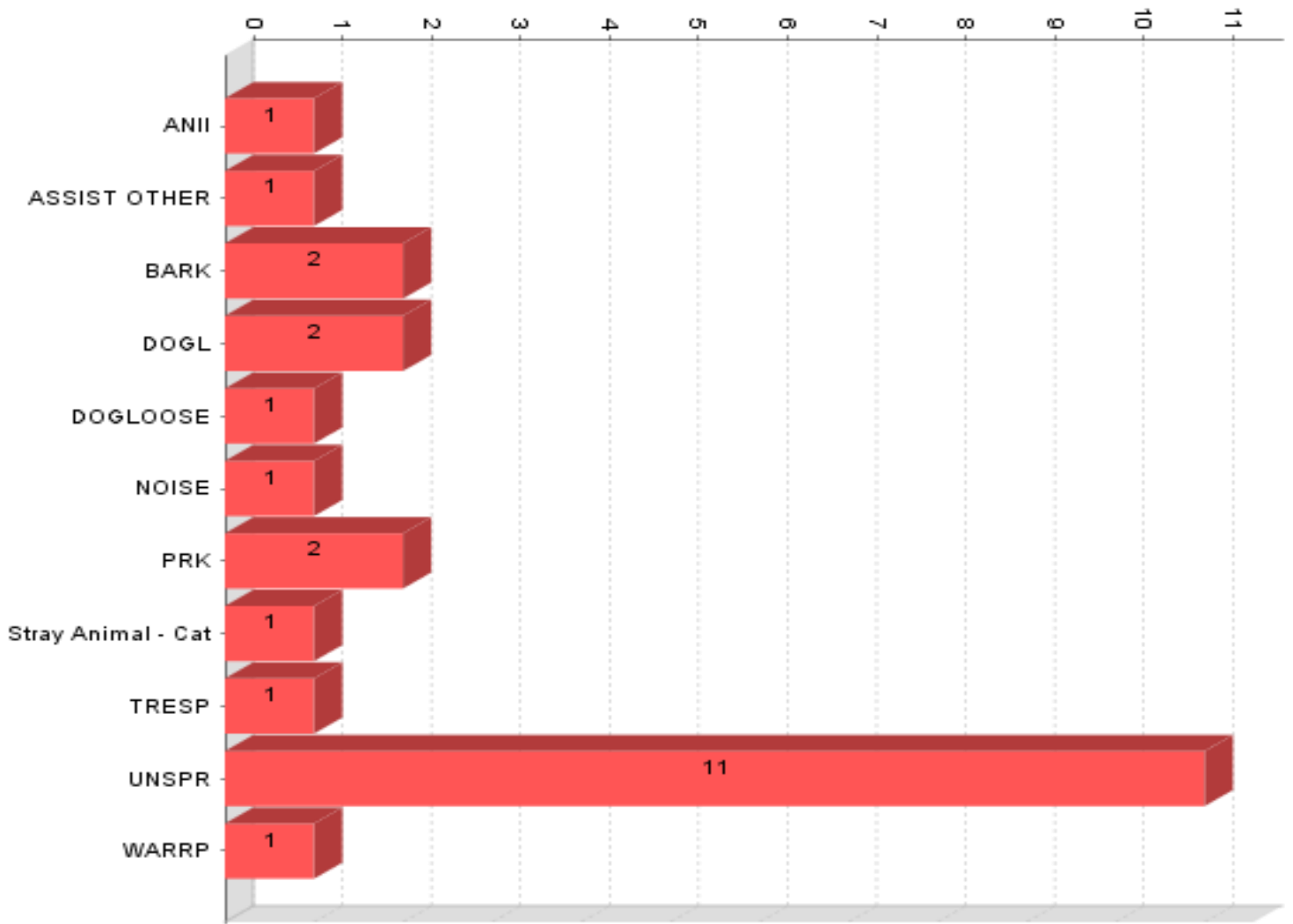
12 / 22

RRCPO / RAYMOND

Offence ID	Offence Description	Reporting District	Total
ANII	INJURED ANIMAL	COUNTY OF WARNER	1
ASSIST OTHER	ASSIST	COUNTY OF WARNER	1
BARK	DOG BARKING	COUNTY OF WARNER	2
DOGL	DOG AT LARGE	COUNTY OF WARNER	2
DOGLOOSE	DOG (LOOSE)	COUNTY OF WARNER	1
NOISE	NOISE COMPLAINT	COUNTY OF WARNER	1
PRK	PARKING COMPLAINT	COUNTY OF WARNER	2
STRAY ANIMAL -	STRAY ANIMAL		1
TRESP	TRESPASS ONTO PROPERTY	COUNTY OF WARNER	1
UNSPR	UNSIGHTLY PREMISES		11
WARRP	WARRANT - PROVINCIAL	LETHBRIDGE COUNTY	1
Total			24

13 / 22

RRCPO / RAYMOND



14 / 22

RRCPO / STIRLING

Offence ID	Offence Description	Reporting District	Total
DOGL	DOG AT LARGE		2
UNSPR	UNSIGHTLY PREMISES	COUNTY OF WARNER	1
Total			3

15 / 22

RRCPO / STIRLING



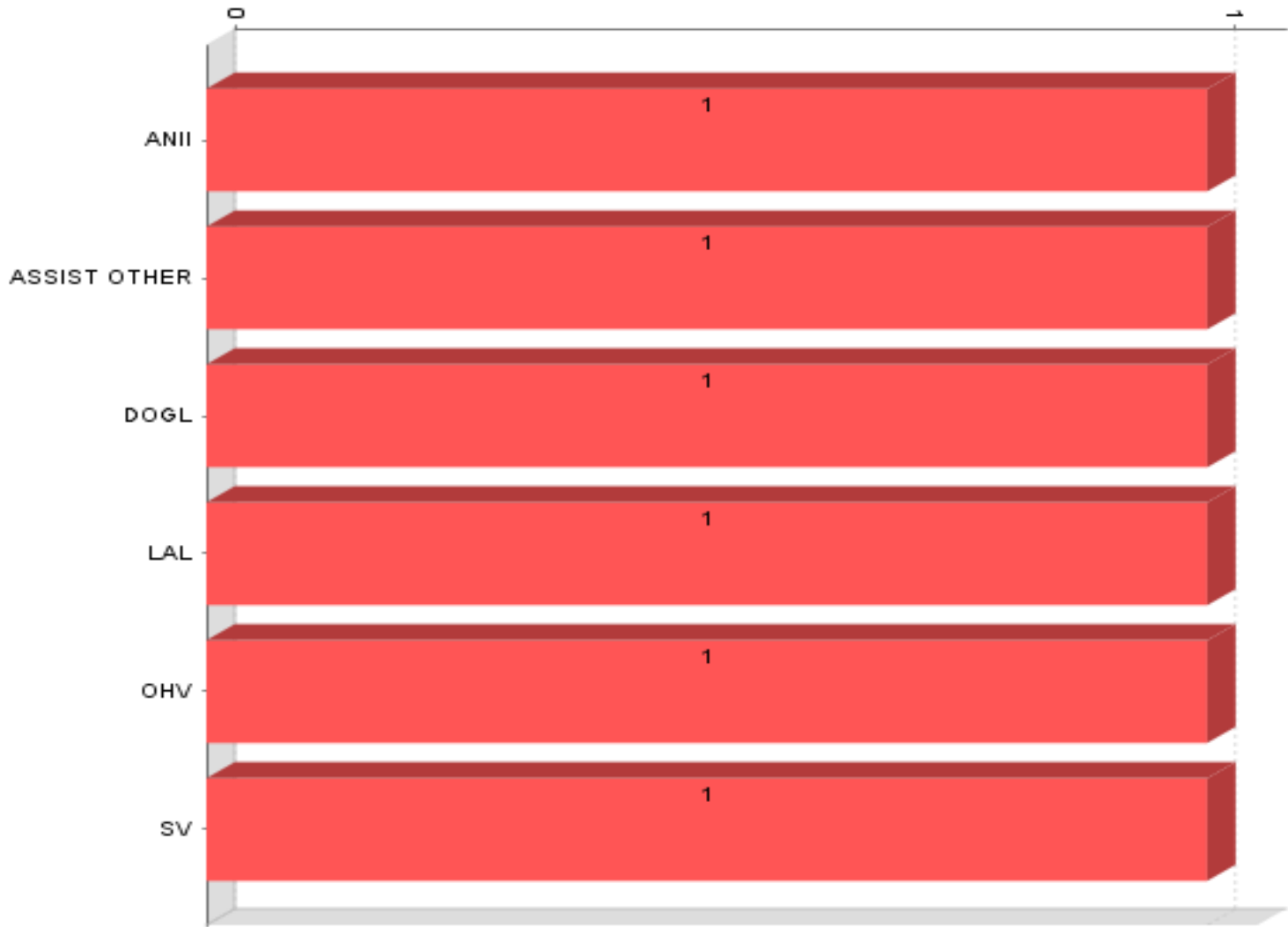
16 / 22

RRCPO / WARNER COUNTY

Offence ID	Offence Description	Reporting District	Total
ANII	INJURED ANIMAL	COUNTY OF WARNER	1
ASSIST OTHER	ASSIST	COUNTY OF WARNER	1
DOGL	DOG AT LARGE	COUNTY OF WARNER	1
LAL	LIVESTOCK AT LARGE	COUNTY OF WARNER	1
OHV	OFF-HIGHWAY VEHICLE COMPLAINT	COUNTY OF WARNER	1
SV	SIGNAGE VANDALISM	COUNTY OF WARNER	1
Total			6

17 / 22

RRCPO / WARNER COUNTY



18 / 22

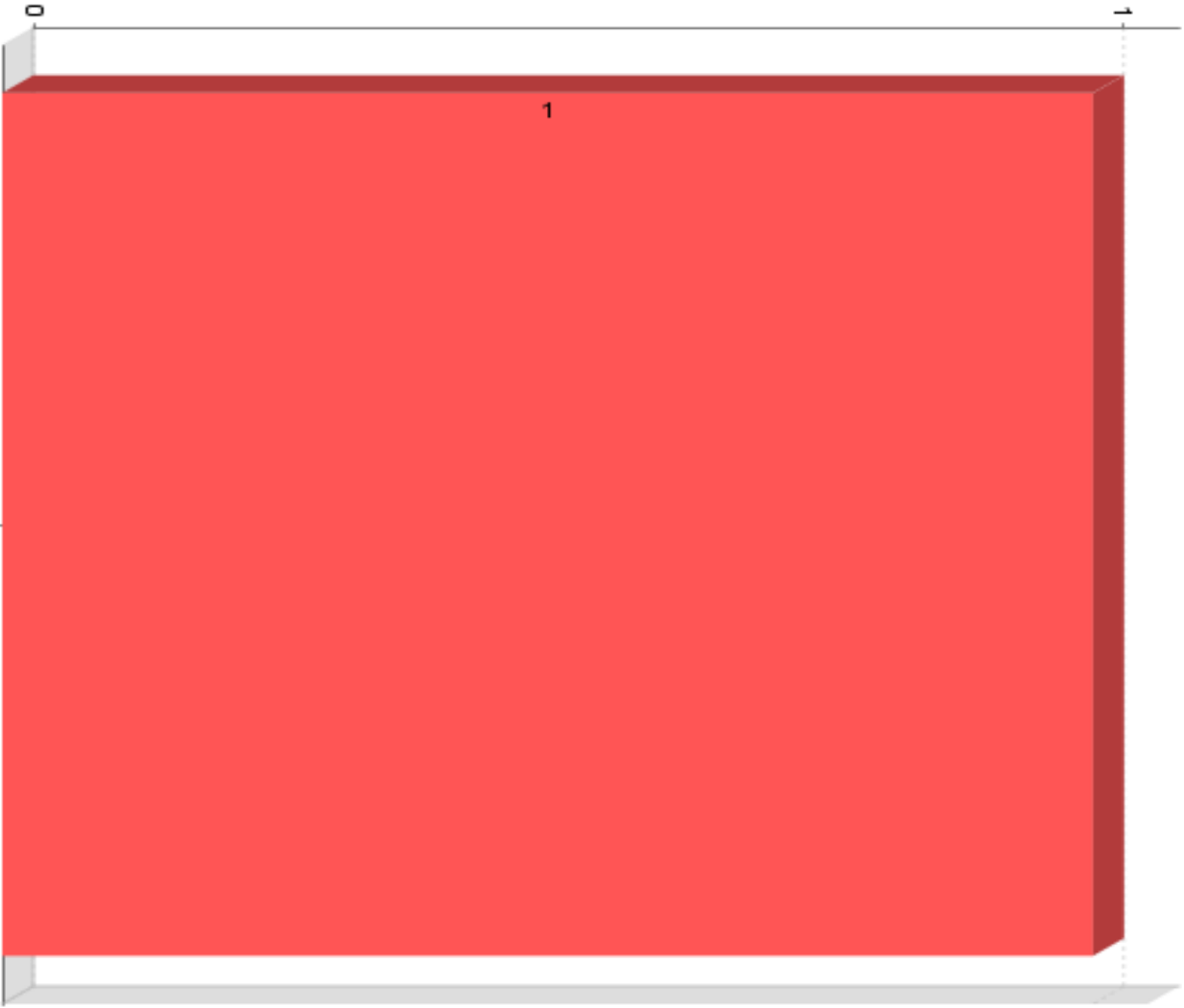
RRCPO / WARNER RURAL

Offence ID	Offence Description	Reporting District	Total
ASSIST OTHER	ASSIST	COUNTY OF WARNER	1
Total			1

19 / 22

RRCPO / WARNER RURAL

ASSIST OTHER



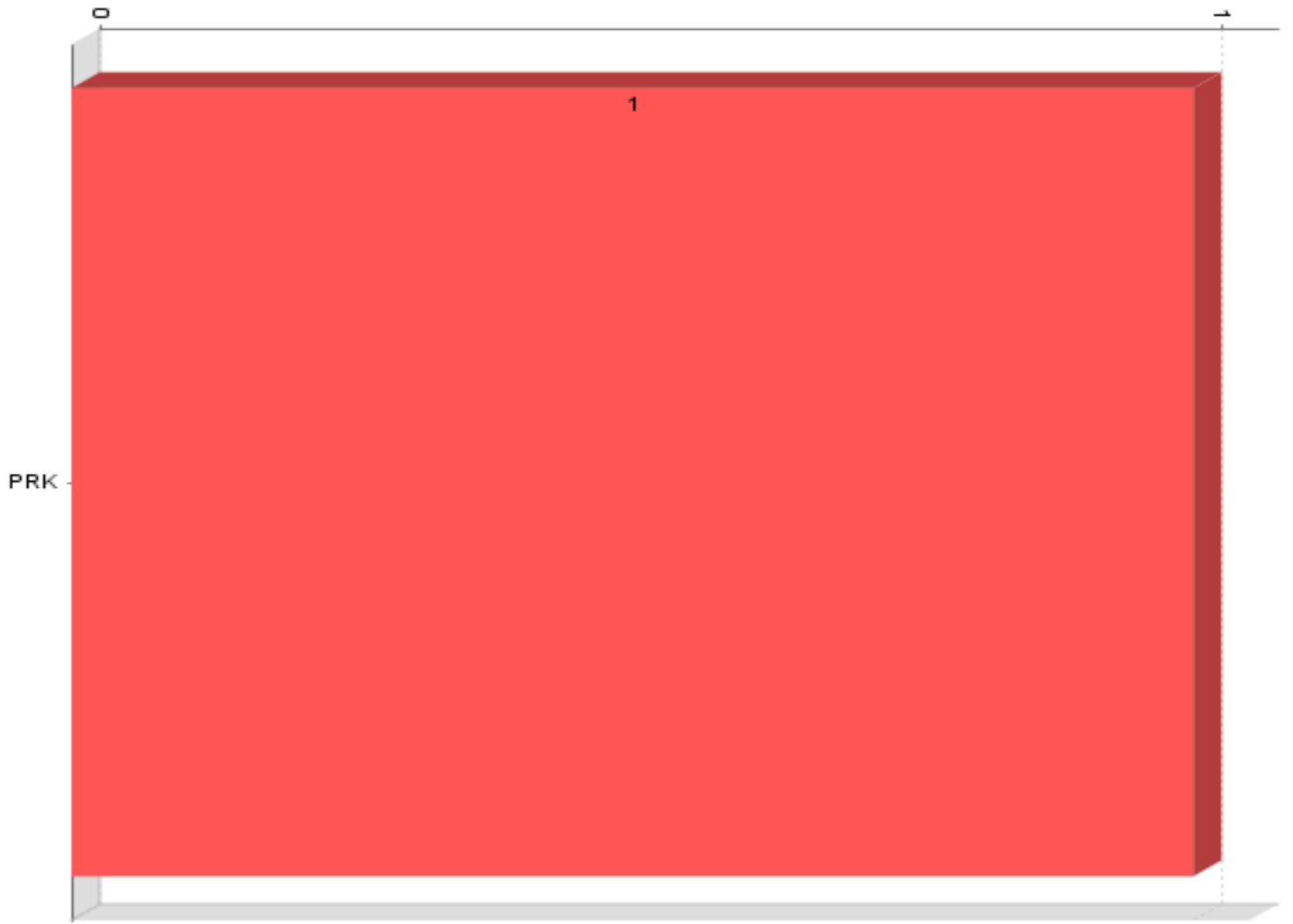
20 / 22

RRCPO / WARNER, COUNTY

Offence ID	Offence Description	Reporting District	Total
PRK	PARKING COMPLAINT	COUNTY OF WARNER	1
Total			1

21 / 22

RRCPO / WARNER, COUNTY





## Cases by Offence

RRCPO

Date Range 08-01-25 00:00:00 - 08-31-25 23:59:59

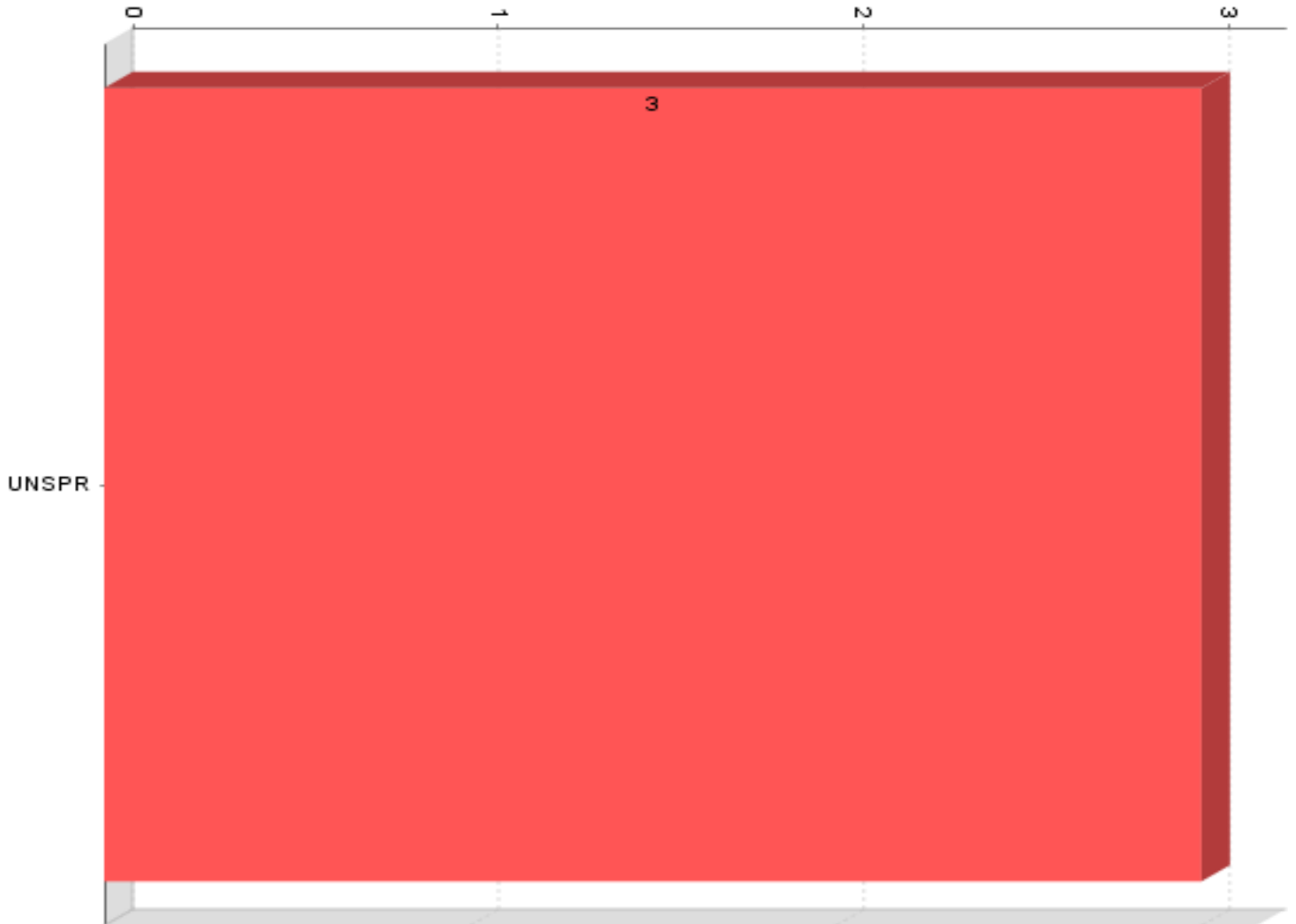
Print Date 09-05-25 13:54:49 TZ Canada/Mountain

RRCPO / MILK RIVER

Offence ID	Offence Description	Reporting District	Total
UNSPR	UNSIGHTLY PREMISES		3
Total			3

1 / 2

RRCPO / MILK RIVER



## Request for Decision

### Milk River Municipal Library Board Appointments

September 8, 2025



#### **BACKGROUND**

The Public Library Services Branch recently contacted us asking for an updated and clear motion for the appointment of D. Fleming, R. Oswald, W. Brown, and J. Wehlage to the board with the inclusion of an expiry date.

#### **CONSIDERATIONS**

The library act sets forth that the motions appointing board members must have clear language with a clear expiry date for a term up to three years. It is recommended that they be appointed to a two-year term to be reviewed again at the organizational meeting in 2027, which will take place October 11, 2027.

#### **RECOMMENDED MOTION**

To appoint Darlene Fleming, Ron Oswald, Wendy Brown, Jodie Wehlage to the Milk River Municipal Library Board for a term expiring October 11, 2027.



# Request for Decision

## Milk River Watershed Council – Appreciation Forum - Invitation & Sponsorship Request



September 8, 2025

### BACKGROUND

The Watershed Council will be celebrating 20 years by holding a Community Appreciation Forum and Dinner, which will include a silent auction. We have been invited to attend as well as been requested to provide sponsorship for the silent auction. Attached below is the letter and Invitation brochure.

### INVITATION

Council may consider passing a motion approving their attendance at this event on behalf of the Town.

### SPONSORSHIP

The sponsorship may be of items or a cash donation. If Council is interested in contributing to this event, administration could put together some items for the auction that we have in stock or we could assemble a gift basket. Or Council could select one of the sponsorship levels.

If interested, we would just need some guidance as to the level of support Council would like to provide.

### CONSIDERATIONS

This is an opportunity to collaborate with our friends and neighbors in this community event.

### POTENTIAL MOTIONS (at Council's discretion)

1. That all Council members who are able, are appointed to attend the Watershed Council Community Appreciation Forum on behalf of Council and the Town.
2. That sponsorship of the Watershed Council silent auction be provided in this way:

\_\_\_\_\_.



# MILK RIVER WATERSHED COUNCIL CANADA COMMUNITY APPRECIATION FORUM

Please join us as we celebrate the unique aspects of the Milk River watershed and 20 years of growing community involvement in managing the areas that are important to all of us!

## EVENT HIGHLIGHTS:

- PRESENTATIONS
- COMMUNITY AWARDS
- FREE DINNER
- LIVE MUSIC
- SILENT AUCTION AND MORE!

## AGENDA:

- 4:00PM- 6:00PM
  1. Stories of the MRWCC significant events
  2. Keynote speaker: The St. Mary siphon and diversion and dam project
  3. Community awards: Share success stories of local stewards within the watershed
- 6:00PM- 8:00PM
  - Free delicious dinner followed by silent auction/raffles and the Decadent Phase live band

The Decadent Phase band is a local rock and roll band, so be sure to show up and bring you dancing shoes!

OCTOBER 8<sup>TH</sup>, 2025  
MILK RIVER CIVIC CENTER

REGISTRATION AND MORE INFORMATION:

✉ [MARY@MRWCC.CA](mailto:MARY@MRWCC.CA)

☎ (403) 647-3808

🌐 [WWW.MRWCC.CA](http://WWW.MRWCC.CA)



Mr. Ethan Gorner  
CAO, Town of Milk River,  
Box 270,  
Milk River, T0K 1M0

September 4, 2025

Dear Mr. Gorner,

We are pleased to inform you that the MRWCC is celebrating its 20<sup>th</sup> Anniversary. The celebration is scheduled for **October 8<sup>th</sup>, 2025**, at the Milk River Civic Center during the Community Appreciation Forum. Please see attached flyer. As part of the celebrations, we are planning to host a huge silent auction. To pull this off, we will need your support in donating items for the auction for this important milestone. The proceeds from the auction will help support the watershed planning, monitoring, and stewardship within our community. Our fundraising efforts have been a success because of your generosity and continued support over the years. We will accept any type of items (used/ new) or cash donation.

We have established four levels of contributions for you to consider as follows:

	Value of items or cash:
<input type="checkbox"/> Bronze level contributor Under	\$100
<input type="checkbox"/> Silver level contributor	\$100.00
<input type="checkbox"/> Gold level contributor	Over \$100.00 to less than \$500.00
<input type="checkbox"/> Platinum level contributor	\$500.00 and over

Please note that all sponsors will be recognized in the MRWCC Meander Newsletter, in the annual report, and on the MRWCC website at [www.mrwcc.ca](http://www.mrwcc.ca).

The MRWCC is a registered charity and a Watershed Planning and Advisory Council (WPAC) established under Alberta's Water for Life Strategy. As a not-for-profit organization and registered charity, we appreciate any support, and we will issue a tax-deductible receipt for your donation upon request. The MRWCC is committed to ensuring that your gift will be used efficiently to support watershed planning, monitoring, and stewardship within the community.

Thank you for your continued support and for considering this request. To let us know what form of support you would like to give and/or arrange how to pick up or drop off donations, please contact Mary at 403-647-3808 or email: [mary@mrwcc.ca](mailto:mary@mrwcc.ca). We will be accepting donations until **October 6<sup>th</sup>, 2025**. To learn more about the MRWCC, please visit our website at [www.mrwcc.ca](http://www.mrwcc.ca)

Thanking you in advance and we look forward to hearing from you!

Sincerely,

Tim Romanow, MRWCC Executive Director  
**Registered Charity Number:** 803245943RR0001  
Cc: Peggy Losey, Councilor, Town of Milk River

## Request for Decision

### Milk River Agricultural Society – Oktoberfest Sponsorship



September 8, 2025

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#### **BACKGROUND**

The Agricultural Society will be holding Oktoberfest on October 18, 2025, which will include a silent auction. They have asked for items for the silent auction. Attached below is the letter requesting the sponsorship.

#### **CONSIDERATIONS**

If Council is interested in contributing to this event, administration could put together some items for the auction that we have in stock or we could assemble a gift basket.

If interested, we would just need some guidance as to the level of support Council would like to provide.

#### **POTENTIAL MOTION (at Council's discretion)**

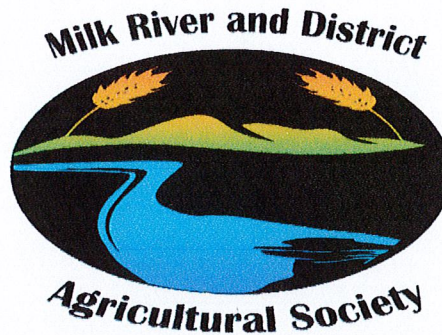
1. That sponsorship of the Watershed Council silent auction be provided in this way:  
\_\_\_\_\_.



RECEIVED

SEP 04 2025

Milk River and District Ag Society  
PO Box 577  
Milk River, AB T0K 1M0



September 1, 2025

Dear Businesspersons and Community  
Members,

The Milk River and District Ag Society are hosting Octoberfest on October 18, 2025. The goal of this festival is to bring the community together to help raise funds to finance our facility. Our building hosts a multitude of activities from roller skating and gymnastics to housing our local library and our Kinsmen and Kinette Clubs. We are a gathering place for meetings, weddings, conferences, parties of all kinds and, alas, funerals. This fundraising will help us to keep the hub of our community open and finance some much needed upgrades to our facility.

Our fifth annual Silent Auction is coming up, and our board members are committed to donating items, but we are also seeking items from local businesses and community members. If you or your business would be interested in participating you may drop your items off at Mane Street Hair Styles, 129 Main Street, Milk River or you may contact one of the following committee members to arrange pick up. Last year's auction was a great success due to the generosity of our community. Thank you for considering our request. We will follow up with a telephone call if we do not hear from you. If you have any questions, please do not hesitate to call the following committee members.

Tax receipts are available for those who would like one, based on the value your item donated brings in.

Thank you for your support!!

Sincerely,  
Barb Hoytos (403)647-2447  
Suzanne Liebelt (403)421-0000  
Gwen Chamberlain (403)647-7312

# Request for Decision

## Mayor & Councillor Reports

September 8, 2025



### **BACKGROUND**

Mayor and members of Council may report on their assignments and any other items of interest to Council. Attached below are any minutes that we have received from their boards, commissions, and committees that councillors attend as part of their assignments.

The members of Council will report first followed by Mayor Liebelt.

### **RECOMMENDED MOTION**

That the Mayor and Councillor reports be accepted as information.

**Milk River Health Professionals Attraction & Retention Committee  
Meeting Minutes – June 3, 2025 – Milk River**

**In Attendance:** : Scott MacCumber, Anne Michaelis, Colleen Bianchi, Beth Kappelar, Austin Hook, David Cody, Lisa Balog, Christine Latimer, Derek Baron, Alicia Fox, Cheryl Seaborn

1. **Welcome** - The meeting was called to order at 5:30 p.m. by Scott. Introductions were made.
2. **Agenda** - Christine made a motion to accept the agenda. All in favour. Carried.
3. **Minutes of Previous Meeting** – The minutes of the April 1, 2025, meeting were presented. Derek made a motion to accept them as written. All in favour. Carried.
4. **Health Centre / Clinic Update**

**Health Centre Update** – Cheryl gave an update on the operations of the Health Centre. All RN/LPN lines are filled, and 4 HCA's have been hired. Still trying to find casual staff. NP Sarah Duncan has been hired in a 0.5 FTE position. Patients can stay in the emergency room up to 24 hours but if they need acute care they will be transferred to another facility as Milk River does not have acute care beds. The "flex" beds will be changed to community transition beds and will be managed by Home Care. Cheryl will check on the RN Prescribing course taken by RN Kemble. Plans underway for staff bbq and pancake breakfast.

**Clinic Update** – Update from Lisa - The clinic is very busy. Tyrone Cheeseman has taken the place of Amanda at reception. All staff are working very well together. Working on covering summer leave with Locums.

5. **A) Financial Report** – The March and April financial reports were presented by Scott. Lisa made a motion to accept them as is. All in favour. Carried. At the end of April there was \$20,401.11 in chequing and \$5,212.50 in GIC's.
- 5 **B)** After discussion of investment opportunities, Colleen made a motion to purchase a 1 year, \$5000 cashable GIC . All in favour, carried.

**6 Old Business**

- A) **Physician / NP Recruitment** – Dr. Huy Truong has written his exam and we are waiting for the results. NP Sarah Duncan has been hired for 0.5 FTE position at the Milk River Health Centre.
- B) **Lab Incentives** – The incentives offered by Alberta Precision Labs will continue in this new fiscal year starting April 1<sup>st</sup>. Scott has sent a letter to NAIT asking them to pass it on to their students, showing the open positions and the financial incentives both from APL and our committee. NAIT has posted it on their career sites.
- C) **Social Media – Facebook Page** – We are going to try to keep our existing Facebook page but need to have Scott and Christine listed as Administrators so we have control of it. Christine will contact Amy and see if that can be done.
- D) **Dr. Suite – Bed** – The Kinsmen donated the funds to purchase a new bed for the suite. It is very much appreciated.

## 7 Projects / Ongoing Initiatives

- A) **Locum Welcome Packages** – Welcome and snack packages are needed.
- B) **Support for Healthcare Workers** – The AB Rural Health Week draw for 5 - \$100 Park Place Gift certificates was done. The winners were Linda Milton, Travis Nishida, Karim Perez Rojas, Marcy Tokar, and Sheanna Thielen. Lisa made a motion to give 3 x \$50 gift baskets to Maintenance, Housekeeping and Food Services staff at the Milk River Health Centre. All in favour. Carried. Christine will take care of this.
- C) **Healthcare Services Booklet** – Work in progress, hope to have it done by end of summer.
- D) **School Award** – One student from Warner is eligible but needs to send application in. If less than 4 applicants, Scott will take care of it and post results.
- E) **Health Centre Staffing** – positions posted on our Facebook page.
- F) **Scholarship for Current Employees** – 1 nurse currently working on RN Prescribing Course? Cheryl will provide an update.



G) **Fundraising** – Kinsmen donation of \$2500 for selling Corvette tickets has been received, as well as a donation of \$1005.90 for the Dr. suite bed. We have also been approved for a \$1000 grant from RhPAP to be used for staff recognition and our new version of the Healthcare Directory. And we are still on the list for the local bottle donation program, probably see that in 2026.

8 **RhPAP Update** – The June RhPAP update has been sent to all committee members. Alicia explained their education programs available for funding. They are looking for a host for the 2026 convention. The community grant that was just approved for us is an annual grant so we can apply each year. Alicia's goal is to come down to Milk River twice a year but is always available for assistance.

## 9 **New Business**

### A) **"In the News"**

- AHS continues to work on the new re-alignment of departments, so we will wait and see how it works out.
- Budget 2025 shows a lot of investment in health care.
- Scott will present our annual report to Milk River Council on Monday, June 9<sup>th</sup>.

10 **Next Meeting** – September 2, 2025, at 5:30 in Milk River.

11 **Adjournment** – Derek adjourned the meeting at 7:37 p.m.

## **DEFINITIONS AND INTERPRETATIONS**

1.1 In these By-laws, unless the context or subject matter requires a different meaning:

- a. “Act” means the *Condominium Property Act*, Revised Statutes of Alberta, 2000, Chapter C-22, as amended from time to time or any statute or statutes passed in substitution thereof;
- b. “Architectural Standard” means those specifications for design and appearance as prescribed in the Restrictive Covenant defined in section 1.1 (s) herebelow;
- c. “Board” means the Board of Directors of the Corporation;
- d. “Building” means any residential dwelling constructed on a Unit and forming an integral part thereof;
- e. “By-laws” means the By-laws of the Corporation, as amended from time to time, but do not include the statutory By-laws found in the Appendices of the Act;
- f. “Common Expenses” mean the expense of performance of the objects and duties of the Corporation and any expenses specified as Common Expenses in these By-laws;
- g. “Common Property” means those portions of the Condominium Plan which are designated “Common Property”, so much of the Parcel as is not comprised in or does not form part of any Unit shown on the Condominium Plan, such additional portions of the Parcel not designated as a Unit as shall from time to time be designated Common Property and any Unit acquired for common use of the Owners and Occupants of the Project as herein provided for;
- h. “Condominium Plan” means the condominium plan registered under the Act as No. 7911406;
- i. “Corporation” means the corporation constituted under the Act by the registration of the condominium plan whose legal name is “Condominium Corporation No. 7911406”;
- j. “Insurance Trustee” means an entity authorized to carry on the business of a trust company under the laws of Alberta selected from time to time on ordinary resolution of the Board, whose duties include the receiving, holding and disbursing of proceeds of policies of insurance pursuant to these By-laws and the Act. If no insurance Trustee is appointed, then the Insurance Trustee shall be the Board;
- k. “Interest Rate” means that rate of interest per annum which may be or shall become payable hereunder by an Owner in respect of monies owing by him to the Corporation and shall be equal to the commercial prime rate in Lethbridge, Alberta of the Canadian chartered bank or CIBC with which the Corporation conducts its banking business, plus two (2%) percent on the earliest date on which any portion of the said monies becomes due and payable by an Owner;
- l. “Managed Property” means the Common Property and all those parts of the Units including the portions of the Buildings thereon which, pursuant to these By-laws, the Corporation is required to administer, control, manage, maintain and repair as if the same were Common Property;

- m. "Manager" means any property manager contractually retained by the Board to assist the Board in carrying out the duties imposed on the Corporation;
  - n. "Occupant" or "Tenant" means the rightful and lawful occupant or lessee of a Building or Unit, whether or not the Occupant is an Owner, and includes all family members, invitees, licensees, servants and guests of such Occupant or Tenant;
  - o. "Ordinary Resolution" has the same definition and meaning given in the Act;
  - p. "Owner" means a person who is registered as the Owner of the fee simple estate in a Unit and where the term "Owner" is used in By-law 63, that term includes a tenant;
  - q. "Parcel" means the land comprised in the Condominium Plan;
  - r. "Project" means all of the real and personal property and fixtures comprising the parcel, land and buildings which constitute the Units and Common Property;
  - s. "Restrictive Covenant" means that Restrictive Covenant and Easement registered against title to all of the Units as Instrument No. \_\_\_\_\_, or any amendment, substitution or replacement of such registration by Court Order or otherwise;
  - t. "Special Resolution" has the same definition and meaning given in the Act;
  - u. "Spouse" includes a person who holds that position usually enjoyed by a Spouse whether or not he or she is legally married;
  - v. "Unanimous Resolution" means a resolution:
    - i. Passed unanimously at a properly convened meeting of the Corporation by all the persons entitled to exercise the power of voting conferred by the Act or these By-laws representing the total Unit factors for all Units; or
    - ii. Signed by all persons who, at a properly convened meeting of the Corporation, would be entitled to exercise the powers of voting conferred by the Act or these By-laws;
  - w. "Unit" means land that is situated within the Parcel and is described as a Unit in the Condominium Plan by reference to boundaries governed by monuments, placed pursuant to the provisions of the *Surveys Act* respecting subdivision surveys;
  - x. "Unit Factor" means the Unit factor for each Unit as more particularly specified or apportioned and described in and set forth on the Condominium Plan.
- 1.2 Words and expressions which have a special meaning assigned to them in the Act have the same meaning in these By-laws and other expressions used in the By-laws and not defined in the Act or in these By-laws have the same meaning as may be assigned to them in the *Land Titles Act* of Alberta or the *Law of*

*Property Act* of Alberta, as amended from time to time or in any statute or statutes passed in substitution therefor.

- 1.3 Words importing the singular number also include the plural, and vice versa, and words importing the masculine gender include the feminine gender or neuter, and vice versa, and words importing persons include firms and corporations and vice versa, where the context so requires.

## **MISCELLANEOUS PROVISIONS**

2. a. **HEADINGS**

The headings used throughout these By-laws are inserted for reference purposes only and are not to be considered or taken into account in construing the terms or provisions of any By-law;

b. **RIGHTS OF OWNERS**

The rights and obligations given or imposed on the Corporation or the Owners under these By-laws are in addition to any rights or obligations given or imposed on the Corporation or the Owners under the Act;

c. **CONFLICT WITH ACT**

If there is any conflict between the By-laws and the Act, the Act prevails;

d. **SEVERABILITY**

The provisions of these By-laws shall be deemed independent and severable, and the invalidity in whole or in part of any article, section, part or provision herein, shall not affect the validity of the whole or remaining articles, parts, sections or provisions herein contained, which shall continue in full force and effect as if the invalid portion had never been included herein;

e. **INTEREST AND DUE DATE**

Any monies whatsoever payable by an Owner to the Corporation for whatever reason shall bear interest at the Interest Rate (unless the Corporation should otherwise agree in writing) notwithstanding that there may be no reference, inference or specific provision allowing or permitting the Corporation to charge interest on any amounts, costs, expenses, assessments, sums or charges that may be payable by an Owner to the Corporation pursuant to or under these By-laws. The obligation to pay interest under this provision shall supersede and take priority over any provision that may be contrary to the same, and where there is any provision in the By-laws obligating an Owner to pay monies to the Corporation, the Owner shall automatically be obligated to pay interest at the Interest Rate on such monies by virtue of this provision. Where it is unclear or imprecise in these By-laws as to when interest commences and is calculated from, such interest at the Interest Rate shall be calculated as at and from the date that the Corporation provides an Owner with any written notice, letter, invoice, bill, account, demand or any other written communication whatsoever for the payment of monies by an Owner to the Corporation; PROVIDED, however, that in the event that any By-law specifically stipulates or states when an Owner is required to pay any amounts, costs, expenses, assessments, sums or charges to the Corporation and such By-law is precise as to the date when interest commences and is calculated from, then those provisions as set forth in such By-laws to the commencement and calculation of interest shall apply.

*Property Act* of Alberta, as amended from time to time or in any statute or statutes passed in substitution therefor.

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f. EXTENDED MEANINGS

- i. If and whenever reference hereunder is made to “repair” it is hereby implied and extended to include in its meaning the making of improvements or betterments or the enhancement or replacement with a better thing of or for any thing to which such repair could be made.
- ii. If and whenever reference hereunder is made to “Owner”, it is hereby implied and extended to include in its meaning a Tenant of an Owner, an Occupant of an Owner’s Unit or any other person, firm or corporation that an Owner is responsible for at law, unless such By-law in which the term “Owner” appears is expressly or implicitly by the context of such By-law excludes the inclusion of either a Tenant, an Occupant or any other person, firm or corporation that an Owner is responsible for at law.

g. RIGHT OF APPEAL

An Owner has the right to appeal action taken against them by the board or a condominium owner. If a condominium dispute can not be resolved by speaking directly with the board or owner, it can be resolved by creating a mediation group from within the condominium association, excluding the parties in conflict and the board. This mediation group would be 3 or more people who would be agreed upon by both parties to participate in the mediation process. If neither of these methods are successful in resolving the issue, the parties involved can begin a process of arbitration and/or mediation. A mediator can be appointed from the Alberta Arbitration and Mediation Society. The parties involved would pay the costs to mediate the solution. If an owner or any person believes that there has been improper conduct by the corporation, an employee of the corporation, director or owner, they may apply to the court to resolve the problem (section 60.1 (1) of the Act).

## DUTIES OF THE OWNERS

3. An Owner SHALL:

- a. Permit the Corporation and its agents, at all reasonable times on a minimum of twenty-four (24) hours notice (except in case of emergency when no notice is required), to enter his Unit for the purpose of:
  - i. inspecting the Unit and maintaining, repairing or renewing party walls and pipes, wires, cables, ducts, conduits, plumbing, sewers and other facilities for the furnishing of utilities for the time being existing in the Unit;
  - ii. maintaining, repairing or renewing the Common Property;
  - iii. ensuring that the By-laws are being observed;
  - iv. doing any work for the benefit of the Corporation generally;



In the event the Corporation must gain access for the aforesaid purposes by using a locksmith, the cost of such locksmith shall be borne by the Unit Owner, unless a key has been provided to the association for emergency entry;

- b. forthwith carry out all work that may be required pursuant to these By-laws or ordered by any municipality or public authority in respect of his Unit and pay all rates, taxes, charges, outgoings and assessments that may be payable in respect of his Unit;
- c. duly and properly repair and maintain (including replacement where necessary):
  - i. the interior of his Unit and all improvements and additions thereto; and
  - ii. wash all of the windows that are accessible to the Occupant; and replacement of appropriate window coverings as needed.
  - iii. in the case of a wood burning fireplace, have the fireplace and chimney professionally cleaned and inspected once a year, and provide proof of completion to the board. Should the owner not wish to do so, they may have the fireplace sealed off so that it cannot be used.
  - iv. all interior doors and hardware, along with all patio and window screens;
  - v. his door bell buttons, door knobs, door knockers, door mounted newspaper holders and locks;
  - vi. replacement of patio/balcony light fixture bulbs attached to the exterior of the Building;
  - vii. any thermostats for providing heat from the boiler system

BUT EXCLUDING the painting of the exterior surface or finishing of the outside of any windows or access doors and all other outer boundaries, walls and other outside surfaces and roofs and eaves troughs and all other outside hardware and accoutrements (except as noted herein) affecting the appearance, usability, value or safety of the Unit, and keep his Unit in a state of good repair, except such maintenance, repairs and damages as are insured against by the Corporation or for which the Corporation is responsible pursuant to these By-laws;

- d. maintain and keep in a neat, clean and tidy state and appearance consistently with and in total integrity with the balance of the Project, his Unit and all Buildings, improvements and additions thereon and if an Owner shall not maintain his Unit to a standard similar to that of the remaining Project, the Corporation may give ten (10) days notice to the Owner to this effect and if such notice has not been complied with at the end of that period, then the Corporation may carry out such work and the provisions of By-law 56 shall apply;
- e. not paint nor make any repairs, additions or alterations to the Common Property, the Managed Property, the exterior of his Unit or the Building (including interior and exterior load bearing and partition walls) of which his Unit forms a part or to the plumbing, mechanical or electrical systems within his Unit without first obtaining the written consent of the Corporation;