

Agenda
Village of Carmangay
Regular Council Meeting
Village Office
March 15, 2022
6:00 p.m.

1. Call to Order
2. Guests: None
3. Question Period
4. Approval of Agenda for March 15, 2022 Regular Council Meeting
5. Approval of Minutes of Feb 15, 2022 Regular Meeting of Council
Approval of Minutes of Feb 23, 2022 Meeting of Council
6. Public Works Report
7. Administrator Report
8. Correspondence
None
9. Financial Reports
10. New Business
 - a) Sale of Industrial Lot at 813 Pacific Avenue
 - b) Commercial Building Update
 - c) Bylaw 818 Community Energy Infrastructure Program
 - d) 2022 Tax Assessment Review
 - e) Marquis Foundation Request
 - f) Car Charging Station Location
 - g) Campground Irrigation
 - h) Bylaw 817 Fees Bylaw
13. Reports
 - a) ORRSC
 - b) Marquis Foundation
 - c) Vulcan District Solid Waste
 - d) FCSS
 - e) SouthGrow
 - f) Twin Valley Regional Water Services Commission
 - g) Mayors and Reeves of Southern Alberta
 - h) Vulcan County Regional Emergency Partnership Committee
14. Closed Session
None
15. Adjournment.

**Minutes
Village of Carmangay
Regular Council Meeting
Village Office
February 15, 2022
6:00 p.m.**

1. Call to Order:
Mayor Kym Nichols calls the meeting to order at 6:08 p.m.

2. Guests:
None

3. Question Period:
No guests present for question period.

4. Approval of Agenda for February 15, 2022 Regular Council Meeting:
Councilor Sue Dahl requests the addition of k) St. Patrick's Day
Deputy Mayor Doug Fraser motions to approve the agenda as amended.

Carried

5. Approval of Minutes of January 18, 2022 Regular Meeting of Council:
Councilor Sue Dahl motions to approve the minutes with the amendment of the time to 6:00 p.m. for the next meeting.

Carried

6. Public Works Report:
Councilor Sue Dahl motions to accept the report as presented.

Carried

7. Administrator Report:
Councilor Sue Dahl motions to accept the report as presented.

Carried

8. Correspondence:
None

9. Financial Reports:
Deputy Mayor Doug Fraser motions to accept the financial reports as presented.

Carried

10. New Business:
 - a) 2022 Capital Budget

Motion made by Councilor Sue Dahl to pass the 2022 Capital Budget and review the budget in the April 2022 Council Meeting.

Carried

b) Historical Signage – Old Fire Hall
For discussion

c) FCM Asset Management Grant Application
Motion made by Deputy Mayor Doug Fraser to support the FCM Asset Management Grant Application and authorize the Mayor and CAO to sign the required documents.

Carried

d) MSI Extension
Motion made by Councilor Sue Dahl to authorize the Mayor and CAO to sign the MSI Extension.

Carried

e) Bylaw 814 Animal Bylaw
Motion made by Deputy Mayor Doug Fraser to pass the second reading of Bylaw 814 - Animal Bylaw.

Carried

Motion made by Councilor Sue Dahl to pass the third reading of Bylaw 814 - Animal Bylaw.

Carried

f) Bylaw 816 Fireworks Amendment Bylaw
Motion made by Councilor Sue Dahl to pass the second reading of Bylaw 816 – Fire Bylaw (Fireworks Amendment).

Carried

Motion made by Deputy Mayor Doug Fraser to pass the third reading of Bylaw 816 – Fire Bylaw (Fireworks Amendment)

Carried

g) Bylaw 817 Fees, Fines and Charges Bylaw
Motion made by Councilor Sue Dahl to pass the first reading of Bylaw 817 – Fees, Fines and Charges.

Carried

h) Non-Profits Review
For discussion

- i) Donation Request from Vulcan County and Vulcan County Health and Wellness Foundation
For discussion
- j) Commercial Buildings Contract Award
For discussion
- k) St. Patrick's Day
For discussion

13. Reports:

The following reports have been emailed to Council for review:

- a) ORRSC
- b) Marquis Foundation
- c) Vulcan District Solid Waste
- d) FCSS
- e) SouthGrow
- f) Twin Valley Regional Water Services Commission
- g) Mayors and Reeves of Southern Alberta
- h) Vulcan County Regional Emergency Partnership Committee

14. Closed Session:

No closed session.

15. Adjournment:

Mayor Kym Nichols adjourns the meeting at 7:30 p.m.

Mayor Kym Nichols

CAO Patrick Bergen

**Minutes
Village of Carmangay
Special Council Meeting
Virtual Meeting
February 23, 2022
12:00 p.m.**

1. Mayor Kym Nichols calls the virtual special meeting to order at 12:00 p.m.

2. Finalization of the AMWWP Grant:
Motion by Mayor Kym Nichols to support the AMWWP grant application and confirm that the municipal portion, \$395,000, is part of the capital budget.

Carried

3. Mayor Kym Nichols adjourns the meeting at 12:05 p.m.

**Mayor
Kym Nichols**

**Chief Administrative Officer
Patrick Bergen**

Public Works Report

Priority	Item	Notes
1	Haul concrete and materials to depression adjacent to McFarland Trail to support bank	Complete for 2021 will have to consult with CP and Alberta Environment for any future work.
1	Installed new 2inch meter at Curling Rink.	Complete , old meter froze and broke.
1	Replace old failing water meter in residence with new meter.	Complete , purchased 2 meters and have 1 in stock.
1	Fixed water leak at end of Alberta Ave.	Complete , was a broken 3/4 inch fitting.
1	Cut concrete at base of flag pole so that it functions properly, paint it and reinstall rope and flag.	In Progress
1	Cap water line into old building (part of water project)	On 2022 projects list
1	Install car charging station	To be completed in the spring - Waiting for demolition 1) Hydrovac and put in bollards 2) Cut asphalt and Put in conduit 3) install wiring 4) back fill and install 5)
1	Replace failing fluorescent lights in PW Office with LED.	Will be done for a budget of \$200.
1	Create a draft plan of the water piping infrastructure as it leave the pumping station	
1	Develop plan for 250k from Vulcan County	In Progress
1	Use existing telephone pole to mount new solar and test heights and brightness.	Need a location that requires light. Budget \$300
1	Advertise for 3 students for summe	Offset by Canada Jobs grant
1	Preliminary Hydrovac work in advance of Engineering	On 2022 projects list - In progress, creating a plan

2	Remove all raw water tanks at old water plant and put in shelvings	Complete
2	Patch Asphalt in front of hotel, community hall and Old Colony	Not currently in budget but may have room in sidewalk budget or elsewhere
2	Cost or put out RFP for new line under track and fire pump	On 2022 projects list
2	Whitney sanitary line	On hold
2	Stage #3 waterlines	On hold
2	Stage #2 waterlines	On hold
2	install new wet well heater	Waiting for Quote
2	Strategic Plan - Review and update the Village of Carmangay float by 4th quarter of 2022	
2	Cleared out old telephone pole, hedges and debris from small business park in advance of grading	Complete
2	Work with Lions Club to purchase and put up Xmas lights. Get plugs put on poles as needed	Fortis indicated they may donate the plugs
2	Hydrovac Champion hydrant mains	In advance of hydrant replacements
2	Create a list of sidewalk repairs and complete	On 2022 projects list
2	Flush and camera all Champion sewers as required	
2	Find location and students to plant seedlings	
3	Repair Sewer on Pacific Avenue	camera'd not a priority 1, 2021 project changed to priority #3
3	rebuild lift station fence	For future consideration - get chain link quote / \$9400 with mangate and barbedwire
3	install evastrough on lift station above doors.	In Progress, Budget of \$100 for vinyl system.

3	Install commercial service in Champion	Waiting for customer to build in industrial area
3	Order gaskets for hydrants / rebuild hydrants	Will need to take out of service for 3 days? Will come up with plan and budget moving forward to purchase 1 new hydrant and swap out, rebuild etc. // consider replacing hydrant at Truman and Alberta that is from 1977 and not self draining.
3	Finish landscaping in back of commercial building when complete	
3	Students to touch up paint on old fire hall	Confirm with Historical Society / Council
3	Extend Arnold from Alberta to Prairie	For future consideration
3	Resurface McFarland Trail	On hold
3	Students to paint gazebo beside library	

Administrator Report

Item	Priority	Update
Apply for Lethbridge Community Foundation Grant	1	In Progress, Letter of Interest has been sent for a \$10,000 grant for the McFarland Trail.
Apply for a \$50k FCM Grant shared between Carmangay and Champion for asset management.	1	Complete
Prepare required documents for 2021 Audit	1	Complete
Replace draft minutes on Village website with signed ones	1	Complete
Draft a new Fees Bylaw for Council Consideration	1	Complete
Strategic Plan - Provide a list of Village owned properties to Council for consideration of a go forward plan by 1st quarter of 2022	1	In Progress
Strategic Plan - Create a go forward 5-year plan for the projects team to increase revenue and profitability. Present to Council by 1st quarter of 2022.	1	In Progress, discussions are started with other municipalities that will lead to a larger entity.

Strategic Plan - Administration will create a full water infrastructure improvement timeline for Council consideration and a go forward plan by 1st quarter of 2022	1	In progress, waiting on the AMWWP grant
Create a \$1 per year lease for the Community Centre requested land	1	In Progress
Order signs for off road vehicles on trail systems	1	In Progress
Update the website security certificate	1	In Progress, on the Carmangay.com site and will review the Village website.
Draft a CEIP Bylaw and present to CEIP for consideration	1	Complete , completing 2nd review
Contact Grange about future plans	1	Complete , Vulcan County is doing an environmental assessment and may assume ownership of the property.
Follow up on Carmangay and Area Rec Board Request	1	In Progress -
Complete Plan to share resources with neighbouring municipalities	1	In progress - have consulted with the new Public Works Manager for Champion and started discussions with other municipalities.
Investigate the Clean Energy Improvement Program opportunity	1	In Progress - Update at current meeting

Follow up with MPE for final report	1	Report almost complete - recommendation is for separate line under tracks and fire pump, have transitioned to initial design work.
Get quotes for plugs and Xmas lights	1	To be added to 2022 Budget
Review required Sanitary lagoon maintenance	1	
Decide on budget number of 2022 budget for Tribunal	1	Complete and paid
Review Lions Club Campground agreement	1	Does Council still want an agreement in place?
Strategic Plan - Develop a plan for the current and former wind turbine blade sites – by 2nd quarter of 2022	1	
Strategic Plan - Create a promotional campaign on social media to attract potential property owners in the region by 1st quarter of 2022	1	
Strategic Plan - Continue to explore utility focused grants	1	In Progress, have a grants calendar in place.
Complete training plan and review of safety manual for the projects team	1	

Set up MPC meeting to select a chairperson	1	
Follow up about historical society putting name on title for old fire hall	1	
Doug to contact Scott about Xmas lights - Patrick to follow up with Fortis about electrical plugs and see how much of 5 year agreement remains for LED lights	1	
Set up ICS training for all staff that don't currently have it	1	
Create package for new MPC member	1	
Get quote for LED lights for the office	2	Consider to be done at the same time as the Commercial Building construction
Respond per MAP requirement for Bylaw 806	2	1. Bylaw 806 (ARB Bylaw Amendment) – the bylaw now establishes a local and composite assessment review board so this complies with legislation. The only outstanding item related to this is the appointment of a chairperson. Do you have a resolution appointing a chairperson? If so, please send a copy of the minutes that reflect this resolution.

<p>Update Bylaw 807 per MAP requirements</p>	<p>2</p>	<p>1. Bylaw 807 Bylaw Enforcement Officer Bylaw – While I understand you currently have an agreement with Vulcan county for community peace officer services, that is a separate process than what is needed in the Bylaw Enforcement Officer Bylaw. The Bylaw Enforcement Officer Bylaw is required to address disciplinary procedures, including penalties and an appeal process, for allegations of abuse of authority by bylaw enforcement officers.</p>
<p>Modify the Tax Rate Bylaw to move the Vulcan County Fire Requisition into the general tax rate per MAP requirements</p>	<p>2</p>	<p>1. Tax Bylaw – As previously noted, the Village is still not including the Designated Industrial Property requisition, and there are still calculation errors present in the general municipal section where the assessed values times the tax rates does not equal the tax levy anticipated. Also, a new issue has crept in since the MAP review in the “Vulcan County Fire Requisition” – this item is not a requisition by definition of the MGA and must be rolled into the General Municipal portion.</p>

Update Bylaw 808 per MAP requirements	2	Bylaw 808 Bylaw Consolidation Bylaw - The issue noted in the MAP report was that office consolidations of bylaws were prepared by you, which needs to be authorized. The bylaw you provided only provides Council with the authority to consolidate, which they already have the ability to do. If you want to continue the practice of consolidating bylaws via CAO you will need to update the bylaw to reflect that
Strategic Plan - Explore the utilization of water wells currently on Village of Carmangay property by 2nd quarter of 2022	2	In Progress
Copy and publish all council meetings dating back to 2013 to the Village website	2	In progress
Follow up on well beside the river and whether it is ok to use	2	In progress - Have information from Alberta Environment for application
Make a full list of requisitions to be paid right after taxes come in each year	2	

Strategic Plan - Organize a Town Hall one to two times a year for residents to ask questions of Council and administration by the 2nd quarter of 2022	2	
Strategic Plan - Provide a solution to increase focus on available grants by 2nd quarter of 2022	2	
Strategic Plan - Coordinate volunteers with Public Works to maintain the trail system by 2nd quarter of 2022	2	
Strategic Plan - Fundraise on an ongoing basis for associated costs of maintaining and upgrading the trail	2	
Add franchise fees for discussion in mid 2022	2	
Confirm attendance for the 2022 AUMA Convention	2	
Email Donna McColl about water license	2	
Provide the SDAB bylaw when complete per MAP requirements	2	
Complete ICS 100, 200 and 300 Training	2	

Review draft Codes of Practice	2	
Review draft Public Works Safety Plan	2	
Strategic Plan - Offer property tax incentives to attract and retain businesses by 3rd quarter of 2022	3	
Strategic Plan - Consider a finders fee strategy to bring to Council for consideration by 3rd quarter of 2023	3	
Strategic Plan - Waive development fees for new commercial structures by first quarter of 2023	3	
Strategic Plan - Continue to advance the Country Residential / Small Business Park with a decision to build by 4th quarter of 2022	3	In Progress
Strategic Plan - Work with the Lions Club to create a frisbee golf location by 1st quarter of 2023	3	

Strategic Plan - Create a plan to address areas of the McFarland Trail that are currently not on Village of Carmangay property by 1st quarter of 2023	3	
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Correspondence

None

Financial Reports

Statement of Cash Position as of March 8, 2022

Current Cash	\$ 60,874
Investments	\$ 40,677
Public Works Receivable	\$ 2,754
Overdue Tax Owing	\$ 7,260
Current Tax Owing	\$ 22,212 *Most on payment plans
Overdue and Current Utilities Owed	\$ 39,433 *including latest bill
Revolving Credit	\$ (99,300)
Total Cash and Near Cash	\$ 73,910

Financial Report Notes:

- Expenses have exceeded revenue for the first 2 months by \$55,379. This is typical of this time of year as some one-time expenses (insurance at \$22,329 and Summerland costs at \$4,640) are incurred prior to capital grants and taxes arriving.
- ATB Agency Bank Revenue of \$4,000 has not been entered in the GL yet. This is usually done at year end or later in the year.
- Solar Revenue for Jan, Feb and Mar (the low months) has been \$7,049.21. The Jan revenue is in the GL and Feb and Mar will be entered shortly. They are usually entered when they are paid out as opposed to when the bill (credit) is produced.
- Champion has given Carmangay the go ahead for a project of replacing 5 hydrants at a cost of \$77,000. The Public Works Revenue will be much higher than is budgeted. The offsetting costs will also increase as well.
- Admin Other is the payment for the legal costs of the Summerland application
- The Library Utilities amount includes some of the electricity bills that were submitted for 2021.

Admin and Public Works Salary Expenses

Council had some concerns about the administration and public works salaries. Below is an explanation of costs:

- Patrick is paid \$3,333 per month plus \$37 per hour for any additional work including capital projects, projects etc. as described in the contract. Patrick was paid \$5,035 in January and \$4,665 in February. The balance of the amount was for the 2 other office staff.
 - The additional work that was completed in January and February included; the 2022 budget including 3 scenarios related to the AMWWP grant, grant planning and applications for the capital projects, creating, collecting and responding to the RFP for the new commercial building, assisting with a water break, summer project planning, securing \$77,000 of external work.
- The public works salary was adjusted as it included the salaries paid to the water and sewer staff.
- Admin Employer Benefits Contributions includes benefits for all employees
- There is an offset revenue of \$2,000 per month that the Village receives for operating the ATB Agency.

Note: The PW Manager is budgeted to have 40% of his pay used for projects which will start in a few months. His assistant will be closer to 75% and Patrick will be likely 40% or higher depending on requirements. This will reduce both salaries significantly from about May to September.

Patrick Bergen Jan-22

Date	Contract	Start	End	Hours	Description
04-Jan-22	Carmangay	7:30	15:30	7:30	Completing Capital Budget w Scott
07-Jan-22	Carmangay	13:00	15:00	2:00	Economic Development - Carmangay website
14-Jan-22	Carmangay	7:00	14:00	7:00	Completed Agenda
17-Jan-22	Carmangay	7:00	9:00	2:00	2022 Project List
17-Jan-22	Carmangay	13:00	16:00	3:00	Creating Project Plans
21-Jan-22	Carmangay	7:30	16:00	8:00	Capital Projects w Scott, Pickup Broom
24-Jan-22	Carmangay	8:00	16:00	7:30	Respond to RFP's and Water Infrastructure Project, File SFE's
25-Jan-22	Carmangay	7:30	15:30	7:30	Capital Project Planning
28-Jan-22	Carmangay	8:00	16:00	7:30	2022 Capital Budget, Water infrastructure project
31-Jan-22	Carmangay	8:00	16:00	7:30	Finalizing summer work for public works team

Total Hours 59.5

Date	Contract	Start	End	Hours	Description
01-Feb-22	Carmangay	7:30	15:30	7:30	Capital Budget Planning
07-Feb-22	Carmangay	10:00	18:00	8:00	Small water repair and work on Small Business Park Land
08-Feb-22	Carmangay	8:00	12:00	4:00	Reviewing bids and talking to potential leaser
11-Feb-22	Carmangay	13:00	17:00	4:00	Completing the budget / agenda
12-Feb-22	Carmangay	8:00	10:00	2:00	Completing the budget / agenda
14-Feb-22	Carmangay	13:00	17:00	4:00	Review assessments and 2022 taxes
15-Feb-22	Carmangay	8:00	15:30	7:30	Quote for Champion for hydrants, finish assessments. Council in the evening
22-Feb-22	Carmangay	7:00	8:00	1:00	Updating Budget per council request
25-Feb-22	Carmangay	8:00	16:00	7:30	Updating CEIP Project, following up on Solar event from yesterday on a number of items.
28-Feb-22	Carmangay	8:00	12:00	4:00	

Total Hours 49.5

Financial Report to Jan 31, 2022

Report Date
2022-03-08 2:47 PM

Village of Carmanqay
Budget versus Actual
For the Period Ending February 28, 2022

Page 1

	Budget	Current	Year to Date
REVENUES			
Taxes including School and Marquis	298,148.00	168.35	1,816.24
General Administration	121,993.00	5,716.87	12,578.83
Bylaw Enforcement	750.00	100.00	500.00
Public Works	75,000.00		9,800.00
Water Supply and Distribution	129,000.00	19,934.33	20,243.70
Bulk Water Sales	800.00		50.00
Wastewater and Disposal	32,000.00	5,505.23	5,654.87
Waste Management	59,000.00	10,079.38	10,319.21
Development	300.00		
Parks and Recreation			
Community Programming			
Cemetery			
Land Sales			
TOTAL REVENUES:	716,991.00	41,504.16	60,962.85
EXPENSES			
School, Marquis and Doctor Requisition	82,275.95		
Council and Other Legislative	9,500.00	226.80	226.80
General Administration	233,240.00	18,474.67	62,579.65
Emergency and Bylaw	3,605.00		27.00
Public Works	135,500.00	7,795.00	17,983.17
Roads, Streets, Walks and Lighting	25,650.00	1,555.29	3,487.08
Water Supply and Distribution	139,373.86	14,936.58	23,357.05
Wastewater Treatment and Disposal	5,050.00	269.63	446.01
Community Programming	500.00		
Waste Management	62,000.00		
Community Programming	2,050.00		512.81
Cemetery	2,000.00		
Development	5,100.00		4,601.75
Parks and Recreation	4,200.00		
Culture including Library	5,515.00	970.00	2,857.03
CORONAVIRUS			263.82
TOTAL EXPENSES:	715,559.81	44,227.97	116,342.17
SURPLUS (DEFICIT)	1,431.19	(2,723.81)	(55,379.32)

Detailed Budget vs. Actual

Report Date	Village of Carmangay				Page 1	
2022-03-11 10:44 AM	Budgetary Control					
	For the Period 2022-01-01 - 2022-02-28					
Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
1-10-110 - Municipal Taxes		168.35	168.35	232,000.00	(231,831.65)	99.9
1-10-114 - Provincial School Requisition				55,000.00	(55,000.00)	100.0
1-10-115 - Seniors Requisition				6,648.00	(6,648.00)	100.0
1-10-510 - Tax Penalties			1,647.89	4,500.00	(2,852.11)	53.4
1-12-410 - General Administration Revenue		20.00	20.60	2,000.00	(1,979.40)	99.0
1-12-420 - Interest Revenue		53.99	107.51		107.51	
1-12-540 - Franchise Revenue		5,407.88	9,380.55	37,000.00	(27,619.45)	74.7
1-12-550 - Leases and Rents		235.00	467.00	11,525.00	(11,058.00)	96.0
1-12-595 - Agency Bank Revenue				24,000.00	(24,000.00)	100.0
1-12-600 - Provincial and Other Grants				27,468.00	(27,468.00)	100.0
1-12-700 - SOLAR REVENUE			2,603.17	20,000.00	(17,396.83)	87.0
1-27-110 - Bylaw and Dog License Revenue		100.00	500.00	750.00	(250.00)	33.3
1-31-110 - Public Works Revenue			9,800.00	75,000.00	(65,200.00)	85.9
1-41-110 - Water Flat Fee Revenue		18,879.96	19,276.40	114,000.00	(94,723.60)	83.1
1-41-120 - Water Usage Revenue		1,054.37	967.30	15,000.00	(14,032.70)	93.6
1-41-400 - Bulk Water Sales			50.00	800.00	(750.00)	93.8
1-42-110 - Sanitary Flat Fee Revenue		5,505.23	5,654.87	32,000.00	(26,345.13)	82.3
1-43-120 - Weekly Garbage Revenue		10,079.38	10,319.21	59,000.00	(48,680.79)	82.5
1-61-110 - Development Revenue				300.00	(300.00)	100.0
Revenue Totals:		41,504.16	60,962.85	716,991.00	(656,028.15)	91.5
2-10-114 - Provincial School Requisition				55,067.95	55,067.95	100.0
2-10-115 - Seniors Requisition				6,648.00	6,648.00	100.0
2-10-116 - FCSS			512.81	2,050.00	1,537.19	75.0
2-10-150 - Fire Services Requisition				14,042.00	14,042.00	100.0
2-10-160 - Police Requisition				6,518.00	6,518.00	100.0
2-11-101 - Council Stipend & Meeting Fees		185.00	185.00	6,500.00	6,315.00	97.2
2-11-200 - COUNCIL MEETING EXP & MILEAGE		41.80	41.80	3,000.00	2,958.20	98.6
2-12-100 - Admin Salaries		10,492.84	21,467.68	119,000.00	97,532.32	82.0
2-12-101 - Admin Employer Benefits Contributions		1,398.30	6,489.36	39,000.00	32,510.64	83.4
2-12-200 - Admin Travel Expense				600.00	600.00	100.0
2-12-203 - Admin Insurance			22,328.89	18,500.00	(3,828.89)	20.7
2-12-206 - ADMIN - OTHER		4,639.97	4,639.97	4,640.00	0.03	
2-12-215 - Admin Postage			51.79	1,300.00	1,248.21	96.0
2-12-217 - Admin Telephone		171.02	276.10	3,200.00	2,923.90	91.4
2-12-220 - Admin Advertising				500.00	500.00	100.0
2-12-230 - Admin Professional Services		1,068.36	3,077.86	24,000.00	20,922.14	87.2
2-12-250 - Admin Office Supplies			661.41	2,000.00	1,338.59	66.9

Report Date
2022-03-11 10:44 AM

Village of Carmangay
Budgetary Control
For the Period 2022-01-01 - 2022-02-28

Page 2

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2-12-300 - Admin Memberships				2,100.00	2,100.00	100.0
2-12-320 - Admin Training and Development			863.94	800.00	(63.94)	8.0
2-12-500 - Admin Computer and Contracts		340.03	1,560.68	9,000.00	7,439.32	82.7
2-12-700 - Admin Building Maintenance				1,100.00	1,100.00	100.0
2-12-800 - Admin Census and Election			33.39		(33.39)	
2-12-810 - Admin Bank Charges			112.91	3,000.00	2,887.09	96.2
2-12-811 - BANK INTEREST CHARGED			238.48		(238.48)	
2-12-900 - Admin Utilities		364.15	777.19	4,500.00	3,722.81	82.7
2-23-100 - Emergency Services Requisitions				1,905.00	1,905.00	100.0
2-23-200 - Emergency Preparedness				500.00	500.00	100.0
2-27-110 - Bylaw Expense			27.00	1,200.00	1,173.00	97.8
2-31-100 - PW Salaries		5,899.40	12,057.50	88,000.00	75,942.50	86.3
2-31-101 - PW Employer Benefits Contributions		877.27	1,840.73	12,000.00	10,159.27	84.7
2-31-108 - PW Workers Compensation			486.40	3,700.00	3,213.60	86.8
2-31-217 - PW Telephone		112.91	224.81	1,100.00	875.19	79.6
2-31-320 - PW Training and Development				1,200.00	1,200.00	100.0
2-31-520 - PW Fuel			9.52	6,500.00	6,490.48	99.9
2-31-600 - PW Goods and Supplies			463.92	6,500.00	6,036.08	92.9
2-31-650 - CONTRACTED SERVICES FOR EXTERNAL JOBS				5,000.00	5,000.00	100.0
2-31-700 - PW Building and Equip Repairs		162.94	1,807.15	6,800.00	4,992.85	73.4
2-31-900 - PW Utilities		742.48	1,093.14	4,700.00	3,606.86	76.7
2-32-215 - Roads Freight				200.00	200.00	100.0
2-32-531 - Roads Gravel/Dust Abatement				2,500.00	2,500.00	100.0
2-32-534 - Roads Signs				1,200.00	1,200.00	100.0
2-32-542 - Roads CPR Crossing		296.00	592.00	3,250.00	2,658.00	81.8
2-32-600 - Roads Goods and Supplies		(225.00)		1,500.00	1,500.00	100.0
2-32-700 - Roads Equipment				2,500.00	2,500.00	100.0
2-32-900 - Roads Utilities		1,484.29	2,895.08	14,500.00	11,604.92	80.0
2-41-100 - Water Salaries		1,622.40	3,276.00	18,500.00	15,224.00	82.3
2-41-101 - Water Employer Benefits Contributions				3,000.00	3,000.00	100.0
2-41-110 - Water TVRWC Large Debenture Payment		8,531.31	8,531.31	17,063.00	8,531.69	50.0
2-41-120 - Water Usage		3,472.00	6,970.25	60,000.00	53,029.75	88.4
2-41-215 - Water Freight				900.00	900.00	100.0
2-41-250 - EQUIPMENT RENTAL/PURCHASE WATER				200.00	200.00	100.0
2-41-252 - WATER EQUIPMENT REPAIRS				200.00	200.00	100.0
2-41-300 - Water Memberships				1,000.00	1,000.00	100.0
2-41-320 - Water Training and Development				1,500.00	1,500.00	100.0
2-41-511 - Water Meters			1,596.00	800.00	(796.00)	99.5
2-41-542 - Water Travel				300.00	300.00	100.0

Report Date
2022-03-11 10:44 AM

Village of Carmangay
Budgetary Control
For the Period 2022-01-01 - 2022-02-28

Page 3

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
2-41-600 - Water Goods and Supplies			497.47	5,000.00	4,502.53	90.1
2-41-700 - Water TVRWC Admin and Contract Services			120.25	20,000.00	19,879.75	99.4
2-41-900 - Water Utilities		1,310.87	2,365.77	9,300.00	6,934.23	74.6
2-41-991 - Water Small Debenture Payment				1,610.86	1,610.86	100.0
2-42-253 - SANITARY EQUIPMENT REPAIRS				200.00	200.00	100.0
2-42-320 - Sanitary Training				500.00	500.00	100.0
2-42-600 - Sanitary Goods and Supplies				500.00	500.00	100.0
2-42-700 - Sanitary Equipment				1,000.00	1,000.00	100.0
2-42-800 - Sanitary Contracted Services				1,600.00	1,600.00	100.0
2-42-900 - Sanitary Utilities		269.63	446.01	1,250.00	803.99	64.3
2-43-110 - Transfer Station Requisition				49,000.00	49,000.00	100.0
2-43-120 - Weekly Garbage Expense				13,000.00	13,000.00	100.0
2-51-541 - Community Programming				500.00	500.00	100.0
2-56-200 - Cemetery Requisition				2,000.00	2,000.00	100.0
2-61-110 - Dev Municipal Planning Commission				600.00	600.00	100.0
2-62-200 - Dev Contracted Services			4,601.75	4,500.00	(101.75)	2.3
2-72-600 - Parks Goods and Supplies				2,800.00	2,800.00	100.0
2-72-650 - Parks Equipment				1,000.00	1,000.00	100.0
2-72-700 - Parks Contracted Services				400.00	400.00	100.0
2-74-200 - Library Maintenance				500.00	500.00	100.0
2-74-540 - Library Requisitions		970.00	970.00	3,015.00	2,045.00	67.8
2-74-900 - Library Utilities			1,887.03	2,000.00	112.97	5.7
2-99-100 - CORONAVIRUS EXPENDITURES			263.82		(263.82)	
Expense Totals:		44,227.97	116,342.17	715,559.81	599,217.64	83.7
Net Surplus (Deficit):		(2,723.81)	(56,379.32)	1,431.19	(56,810.51)	3989.5

Accounts Printed: 98

February 2022 Cheque Listing

Report Date
2022-03-11 9:09 AM

Village of Carmangay
Payment Register
Batch: 2022-00002 to 2022-00017

Page 1

Bank Code: GEN - ATB Business Account

Payment #	Vendor	Date	Amount
Computer Cheque			
3036	Chinook Arch Regional Library	2022-02-28	970.00
3037	FAIRFIELD FARMS LTD.	2022-02-28	4,639.97
3038	KYM NICHOLS	2022-02-28	226.80
3045	NAPA AUTO PARTS	2022-02-28	166.86
3046	TNC PUBLICATIONS	2022-02-28	204.75
3047	WOLFE'S HARDWARE	2022-02-28	4.23
Total for Computer Cheque:			6,212.61
Other			
1261921193	ROGERS	2022-02-09	38.81
20220215	MUNISOFT	2022-02-15	364.01
217025061	TELUS MOBILITY	2022-02-14	79.75
219007860	EPCOR ENERGY SERVICES ALBEF	2022-02-11	89.54
219009685	EPCOR ENERGY SERVICES ALBEF	2022-02-11	487.67
219010329	EPCOR ENERGY SERVICES ALBEF	2022-02-11	89.20
219318790	DIRECT ENERGY REGULATED	2022-02-06	283.11
219318835	DIRECT ENERGY REGULATED	2022-02-06	799.54
219320590	DIRECT ENERGY REGULATED	2022-02-06	779.60
219320799	DIRECT ENERGY REGULATED	2022-02-06	292.81
221085394	EPCOR ENERGY SERVICES ALBEF	2022-02-23	1,558.51
221287827	TELUS COMMUNICATIONS INC.	2022-02-25	89.79
221287867	TELUS COMMUNICATIONS INC.	2022-02-25	89.79
2282022	MUNISOFT	2022-02-28	364.01
2463422	CANADIAN PACIFIC (NON FREIGHT)	2022-02-07	296.00
247	KELSEY CHIC	2022-02-28	180.00
2471847	TVRWC	2022-02-28	12,003.31
2476204	DATA SCAVENGER INC	2022-02-08	692.97
Total for Other:			18,578.42
Total for GEN:			24,791.03

Payments Printed: 24

New Business

a) Sale of Industrial Lot at 813 Pacific Avenue

Suggested Motion:

Motion to sell the property at 813 Pacific Avenue for \$22,000 to be paid in 3 installments of \$7,334 in 2022, \$7,333 in 2023 and \$7,333 in 2024. Taxes will be applied effective the sale date. The sales agreement will include a clause to sell the land back to the Village at the amount that has been paid less a 15% administration fee.

Background:

The lot at 813 Pacific has been listed on the Village website for sale at \$22,000. We have had a local business man want to purchase the land over 3 years. That is the lot that was cleaned up over the last few years. He would like to fence it and then put some sea cans on the lot for a few years. He will eventually be bringing Atco trailers in for a few months at a time while he works on them.

The belief is that the sea cans will be used for storage. The lot is intended to be fenced.

Council may wish to apply an interest rate to the loan as well as a condition about the fencing.

b) Commercial Building Update

Suggested Motion:

Motion to award the construction of the Commercial Building on Carman Street for an amount not to exceed \$275,000 to DM Construction Ltd.

Background:

The RFP process has been completed and the Village received 8 quotes from bidders interested in building the commercial building. The bids were thoroughly reviewed and compared to ensure that what was offered was consistent from bid to bid.

Administration has already met with DM to start the process. There is a request of an additional \$8,000 over their original bid to allow for any fluctuation in material costs. The labour is confirmed as not changing.

The insurer has agreed to set up a payment schedule as set up by the Village for DM Construction. The first payment will be used to purchase most of the materials to lock in the price. The materials will be stored inside a secured area and held until construction starts in May or June.

The only challenge that has come up is the Atco gas line that goes into the Village office. The line is far enough from the Village office that it may end up under the new Commercial Building. Administration and DM Construction Ltd. are working through options to address the issue.

c) Bylaw 818 Community Energy Infrastructure Tax Program

Suggested Motion:

Motion to pass 1st reading of Bylaw 818 Community Energy Infrastructure Tax Program.

Motion to pass 2nd reading of Bylaw 818 Community Energy Infrastructure Tax Program.

Motion for permission move to 3rd reading of Bylaw 818 Community Energy Infrastructure Tax Program.

Motion to pass 3rd reading of Bylaw 818 Community Energy Infrastructure Tax Program.

Background:

Council has reviewed the CEIP program at a previous Council meeting. The next step is to pass a bylaw in support of the program. A draft bylaw was created and sent to Municipal Climate Action Centre for review. The suggested revisions were sent to administration, and it has been sent back with the changes.

Council may wish to specifically review section 3.5 that describes the conditions whereas a homeowner can access the program.

BYLAW 818

A BYLAW OF THE VILLAGE OF CARMANGAY

IN THE PROVINCE OF ALBERTA

**REGARDING A CLEAN ENERGY IMPROVEMENT PROGRAM IN THE
VILLAGE OF CARMANGAY**

WHEREAS Clean Energy Improvement Program is a financing program that facilitates the implementation of clean energy improvements to commercial and/or residential properties through the use of a local assessment mechanism to provide security for repayment of the loan.

WHEREAS a Property Assessed Clean Energy (“PACE”) program has been developed by the Program Administrator to support municipalities in Alberta in financing clean energy improvements.

WHEREAS The council of a municipality must pass a clean energy improvement bylaw to establish a clean energy improvement program pursuant to Section 390.3 of the Municipal Government Act, R.S.A. 2000, c. M-26;

WHEREAS The Council of the Village of Carmangay has decided to enable financing for clean energy improvements for eligible properties in their municipality by using the existing CEIP program.

NOW THEREFORE the Council of the Village of Carmangay enacts as follows:

SHORT TITLE

1.1. This Bylaw shall be known as the “Clean Energy Improvement Program (CEIP) Bylaw”.

DEFINITIONS

2.1. In this Bylaw, unless the context otherwise requires:

- a) **“Act”** means the Municipal Government Act, R.S.A. 2000, c. M-26 as amended, and any amendment or substitutions thereof.
- b) **“Chief Administrative Officer (CAO)”** means the person appointed to the position of the chief administrative officer for the Village of Carmangay, within the meaning of the Municipal Government Act.
- c) **“Council”** means the Mayor and Councillors of the Village of Carmangay duly elected pursuant to the provisions of the Local Authorities Election Act.
- d) **“eligible property”** means a property located within the Municipality that is designated as residential or commercial but does not include designated industrial property, or government-owned properties.
- e) **“good standing”** means all property taxes and municipal service bills are paid, no development compliance issues are unresolved, and any municipal grant/rebate money received are within the terms of the grant/rebate contract.
- f) **“Program Administrator”** means the Municipal Climate Change Action Centre, or provincially designated Program Administrator as defined in the Clean Energy Improvements Regulation.

GENERAL REQUIREMENTS

- 3.1. A property owner of an eligible property within the Municipality can apply to the Program Administrator to seek financing for a clean energy improvement to their property.
- 3.2. Participation in the Program is limited to eligible properties.
- 3.3. The CAO, or designate, of the Village of Carmangay is hereby authorized to impose a clean energy improvement charge, in respect of each clean energy improvement made to a property, where a municipality has entered into a Clean Energy Improvement Agreement with the owner(s) of that property.
- 3.4. The clean energy improvement charge will be levied against a property whose owner has entered into a Clean Energy Improvement Agreement with the Village of Carmangay, to raise revenue to pay the amount required to recover the costs of those clean energy improvements, including principal and interest.
- 3.5. The property owner(s) must meet the following criteria in order to be eligible to participate in the Clean Energy Improvement Program:
 - a) be current on their taxation payment for the property, for a period of three (3) years, prior to the date of the application to the program;
 - b) have never been in collections for a property in the Village of Carmangay;
 - c) be in good standing with the Village. The Village reserves the right to deny the applicant if the applicant is not in good standing with any Department of the Village;
 - d) not be in personal bankruptcy (or insolvency), the property must not be in foreclosure, and the property owner(s) will be required to provide a sworn statements confirming these;
 - e) be current with the mortgage payment, and any other debts secured by the property.
- 3.6. For a clean energy improvement to be eligible, it must be an installation that is affixed to the eligible property which:

- a) will result in improved energy efficiency or the production of renewable (noncarbon based) energy, and
- b) Involves:
 - i. Interior and exterior lighting and lighting controls;
 - ii. Heating, ventilation, air and cooling (HVAC) systems (i.e. high efficiency furnace);
 - iii. Water heating;
 - iv. Whole building/building envelope improvements (i.e. insulation);
 - v. Renewable energy upgrades (i.e. solar photovoltaic system);
 - vi. Other such clean energy improvements as are approved and agreed to in writing by the Municipality within the Agreement, and those improvements provided on the list of eligible upgrades available through the Program Administrator.

3.7. Whereby the amount authorized under section 353 (property tax) of the Act most recently, and imposed on the property, is greater than or equal to the annual payment calculated in accordance with the following formula:

$$(A+B+C) / D$$

Where:

- A = the capital cost of undertaking the clean energy improvement;
- B = the total cost of professional services needed for the clean energy improvement;
- C = the total of all incidental costs;
- D = the probable lifetime, calculated in years, of the improvement.

- 3.8. The Clean Energy Improvement Agreement will be as set out as under Section 390.4 of the Act.
- 3.9. The period over which the cost of each eligible clean energy improvement will be spread will be to a maximum, over the probable lifetime of the improvement (as warranted by the manufacturer or as calculated by the Program Administrator on a project specific basis), and where the repayment amount does not exceed the taxation amount for the property in question. For multiple upgrades on one property, a weighted average of the probably lifetimes of each upgrade would be utilized.

- 3.10. Property owner(s) may submit one application to the Program per year, per eligible property.
- 3.11. The property owner(s) can apply for the program by:
 - a) submitting an application to the Program Administrator for the Clean Energy Improvement Program, including any required supporting documentation, and following all program requirements; and
 - b) paying the required application fee.
- 3.12. For the purpose of the Clean Energy Improvement Program, the sum of project amounts, as they are approved, will be borrowed by way of a line-of-credit by the Municipality.
- 3.13. The annual maximum amount to be allocated by the Municipality towards the Clean Energy Improvement Program is \$100,000.
- 3.14. The annual borrowed amount will have a maximum rate of interest of eight percent (8%), with the repayment term based on the weighted average of the lifespan of the improvement(s).
- 3.15. The principal and interest owing under the borrowing will be paid using the proceeds from clean energy improvement charge and payments made by the approved project recipients through to the Municipality on the annual improvement levy.
- 3.16. A clean energy improvement charge will be imposed on the property that is subject to a Clean Energy Improvement Agreement, at any time following the signing of the Clean Energy Improvement Agreement.
- 3.17. In the event that an owner wished to repay the Clean Energy Improvement Program financing early, the amount owing will be calculated at the time of the request, based on principle and interest remaining and the terms of the financing being used for the project(s).
- 3.18. Any project(s) that has (have) been approved under the Clean Energy Improvement Program must be completed within the time limit as set out under the agreement.

SEVERABILITY

- 4.1. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provision of this Bylaw is declared invalid, all other provisions hereof shall remain valid and enforceable.

This Bylaw will come into full force and effect upon receipt of three readings and Council approval of a Clean Energy Improvement Program.

READ A FIRST TIME this 15th day of March, 2022.

READ A SECOND TIME this day of , 2022.

READ A THIRD TIME AND PASSED this day of , 2022.

Mayor

Chief Administrative Officer

d) 2022 Tax Assessment Review

For Discussion Only

Background:

The assessment changes from last year to this year are:

- The 17 vacant residential lots increase in value \$26,000 from \$397k to \$423k
- There is 1 less residential occupied property and yet the value of the land for the 157 properties went up \$175,000 and the value of the buildings went up \$108,000.
- Commercial and Industrial properties had small changes as the number of commercial properties increased by 1 to 16 and the total value went up \$28,300. Industrial properties remained at 13 and increased \$23,000.
- The 1 Linear railway property increased \$25,600.



Assessment Summary

Assessment Year: 2021

Municipal Assessment

Code	Description	Records	Status	Land	Impr.	Other	Total
1	R & F - Residential Vacant	17	T	423,000	0	0	423,000
2	R & F - Residential Occupied	157	T	2,709,000	14,102,000	0	16,811,000
3	R & F - Agricultural	8	T	8,550	0	0	8,550
5	Non Res - Commercial	16	T	162,500	561,000	0	723,500
6	Non Res - Industrial	13	T	297,000	681,000	0	978,000
7	Linear - Railway	1	T	0	198,320	0	198,320
9	Non Res - A.G.T.	1	T	4,000	10,000	0	14,000
Taxable Total:		213		3,604,050	15,552,320	0	19,156,370
Sub Total:		213		3,604,050	15,552,320	0	19,156,370
Code	Description	Records	Status	Land	Impr.	Other	Total
20	Exempt - Municipal	82	E	2,022,500	3,154,000	0	5,176,500
21	Exempt - Churches	1	E	11,000	128,000	0	139,000
22	Provincial - Exempt	1	E	17,000	134,000	0	151,000
Exempt Total:		84		2,050,500	3,416,000	0	5,466,500
For Municipal Assessment:		297		5,654,550	18,968,320	0	24,622,870

Provincial Assessment

Code	Description	Records	Status	Land	Impr.	Other	Total
23	DIP - Industrial	1	T	1,870	9,510	0	11,380
24	DIP - M&E	1	T	0	26,330	0	26,330
Non-Linear Taxable Total:		2		1,870	35,840	0	37,710
Code	Description	Records	Status	Land	Impr.	Other	Total
10	Linear Assessment	6	T	0	505,060	0	505,060
Linear Taxable Total:		6		0	505,060	0	505,060
For Provincial Assessment:		8		1,870	540,900	0	542,770

Grand Totals

Taxable Total:		221		3,605,920	16,093,220	0	19,699,140
Exempt Total:		84		2,050,500	3,416,000	0	5,466,500
Parcels: 298		305		5,656,420	19,509,220	0	25,165,640



Assessment Summary

Assessment Year: 2020

Municipal Assessment

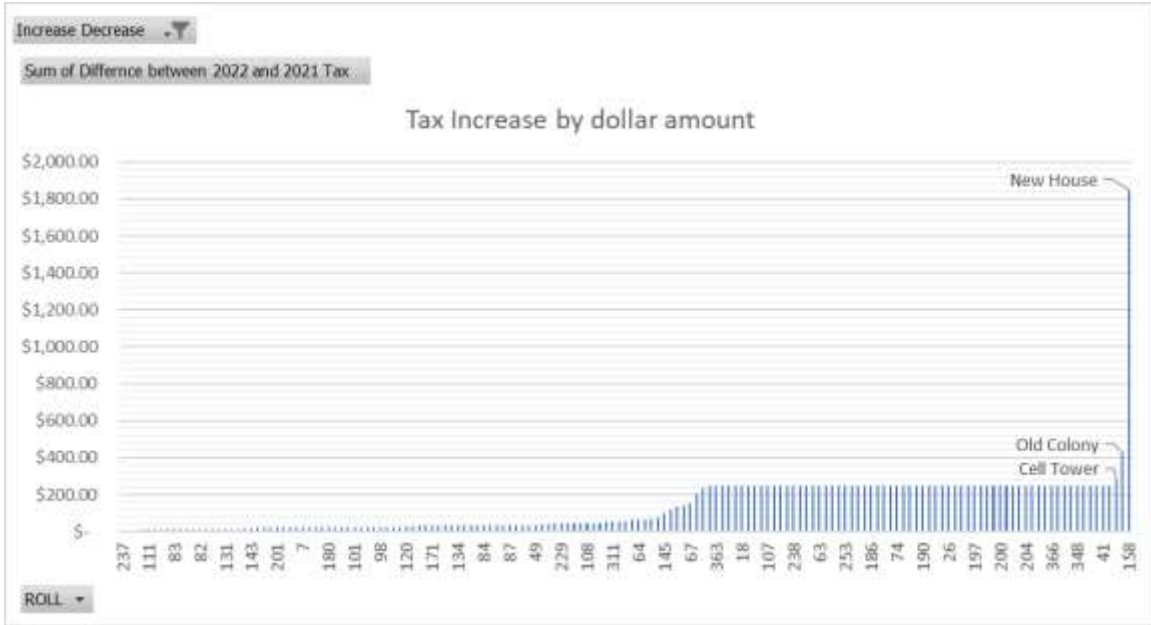
Code Description	Records	Status	Land	Impr.	Other	Total
1 R & F - Residential Vacant	17	T	397,000	0	0	397,000
2 R & F - Residential Occupied	158	T	2,533,200	13,994,000	0	16,527,200
3 R & F - Agricultural	8	T	8,550	0	0	8,550
5 Non Res - Commercial	15	T	143,300	573,000	0	716,300
6 Non Res - Industrial	13	T	279,000	676,000	0	955,000
7 Linear - Railway	1	T	0	172,720	0	172,720
9 Non Res - A.G.T.	1	T	4,000	10,000	0	14,000
Taxable Total:	213		3,365,050	15,425,720	0	18,790,770
Sub Total:	213		3,365,050	15,425,720	0	18,790,770
Code Description	Records	Status	Land	Impr.	Other	Total
20 Exempt - Municipal	83	E	1,914,500	3,261,000	0	5,175,500
21 Exempt - Churches	1	E	10,000	125,000	0	135,000
22 Provincial - Exempt	1	E	16,000	128,000	0	144,000
Exempt Total:	85		1,940,500	3,514,000	0	5,454,500
For Municipal Assessment:	298		5,305,550	18,939,720	0	24,245,270

Provincial Assessment

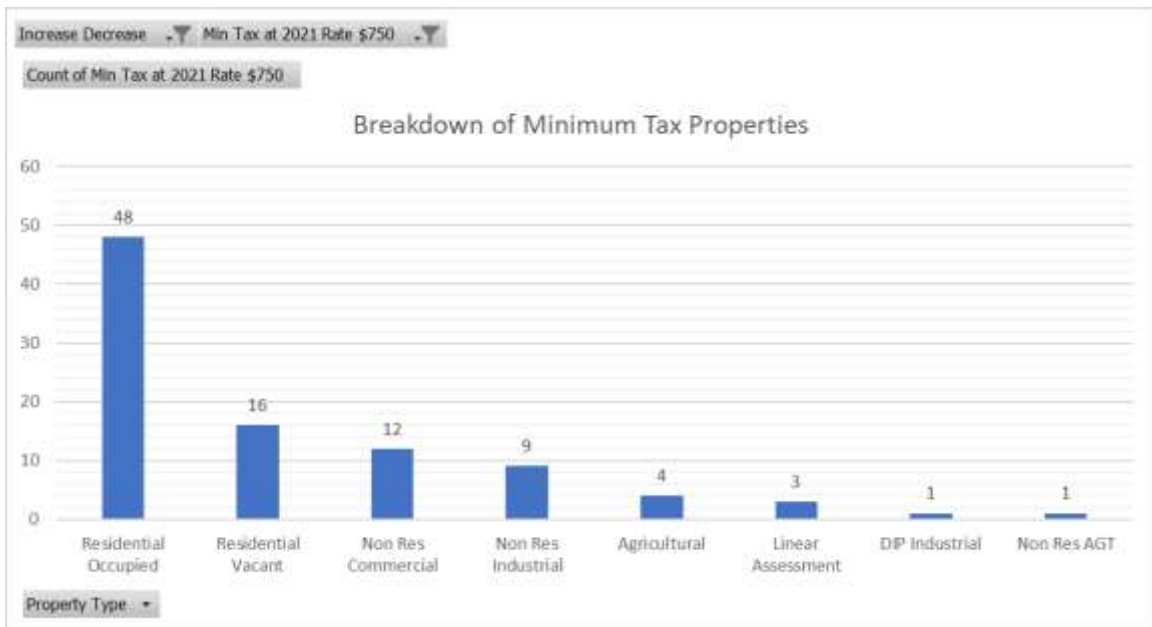
Code Description	Records	Status	Land	Impr.	Other	Total
23 DIP - Industrial	1	T	1,870	9,460	0	11,330
24 DIP - MSE	1	T	0	26,360	0	26,360
Non-Linear Taxable Total:	2		1,870	35,820	0	37,690
Code Description	Records	Status	Land	Impr.	Other	Total
10 Linear Assessment	6	T	0	454,520	0	454,520
Linear Taxable Total:	6		0	454,520	0	454,520
For Provincial Assessment:	8		1,870	490,340	0	492,210
Grand Totals						
Taxable Total:	221		3,366,920	15,916,060	0	19,282,980
Exempt Total:	85		1,940,500	3,514,000	0	5,454,500
Parcels: 298	306		5,307,420	19,430,060	0	24,737,480

Administration has run the numbers based on maintaining the same tax rate as last year and moving the minimum tax from \$500 to \$750. Here are the highlights:

- The taxable properties would see 50 decrease taxes, 92 stay the same and 157 increase.
- Of the 157 that went up, the top 3 are from legitimate assessment increases (new house, cell tower etc.). There are a number that are impacted by the minimum tax and then the balance are mostly in the \$50 and less category.



- At a \$500 minimum tax there would be 62 properties that would pay the minimum. At the \$750 minimum tax that number increases to 95.
- Of the 157 properties that would see an increase, 94 are due to the increase in the minimum tax.
- Of the 94 properties that would see an increase due to the change in minimum tax, 48 are residential occupied and 16 are residential vacant.



- There would be a \$20,450 increase in tax revenue with an increase of minimum tax from \$500 to \$750.
- The commercial tax rate is already quite low for the region, so if the residential rate was additionally, decreased from 10.982 to 10.000 the tax income would go from \$247,762 to \$233,844 or a \$13,918 reduction from just changing the minimum tax. The current draft budget has \$232,000 for taxes.

e) Marquis Foundation Request

Suggested Motion:

Motion to authorize the Mayor to sign a letter of support for the building of a new facility.

OR

Motion to advise the Marquis Foundation that the Village of Carmangay does not support the building of a new facility.

Background:

The letter of request is below.

Date March 1, 2021

To All Marquis Foundation Partner Municipality Councils:

With the Board's support, the Marquis Foundation has reviewed the current state of the Lodge, how it has served the community, and future requirements of services for the community.

We have all been aware for some time that our aging buildings, growing demand, and changing needs require the Foundation to re-set.

We are proposing new Lodge housing that provides a range of aging-in-place services to be developed.

This is something we have needed for a very long time. We have been losing long-standing community members; seniors whom we have been unable to provide appropriate supportive living housing that would allow them to remain close to family. The Marquis Foundation, as the only provider of such critical community housing service, has concluded it is time to re-invest in our future.

The Foundation looks for your support as we advance work on this initiative. Through our board, we pledge to assess, develop and communicate all critical

information to keep you informed and maintain your support in this significant endeavor for our communities.

The board looks forward to your continued engagement and support.

Regards,

Laurie Lyckman
Vulcan County Councilor
Marquis Foundation Board Chair

Date

Village of xxx

Address

Dear Marquis Foundation,

We would like to express our support of your Lodge Project. We have been involved with the Marquis Foundation since its inception in 1964, and the Peter Dawson Lodge has been a safe and secure care facility for our seniors since that day.

Vulcan County currently serves approximately 1500 seniors, (2016 census) a demographic that is growing year by year. The Marquis Foundation has been the management body of 30 self-contained units throughout the County, and a 50 bed Lodge in Vulcan. Something that we have never had and are in dire need of is an Assisted Living space. If our residents need a little extra help but do not qualify for Long Term Care, then they must leave their home in Vulcan County, and leave all the people they know to go to a care facility in another municipality.

We fully support your initiative to bring an additional level of care to our County, which would give our seniors the type of facility that will accommodate their changing needs. Having an up to date Lodge that includes an Assisted Living space is something we have needed for a long time, and ever more so as our senior population increases.

f) Car Charging Station Location

For Discussion Only

Background:

Public works will trench a conduit that will be used to feed the electricity to the new charging station. The gap between the buildings below provides the best access but it is anticipated that some of the sidewalk will likely need to be replaced.

Does Council have a preferred location for the charging station?



g) Campground Irrigation

For Discussion Only

Background:

Council would like to review the options for putting in an irrigation system that would provide a drip line for the trees in the park.

h) Bylaw 817 Fees Bylaw

Suggested Motions:

Motion for 2nd reading of Bylaw 817 Fees Bylaw

Motion for 3rd reading of Bylaw 817 Fees Bylaw

Background:

Council passed the 1st reading of Bylaw 817 Fees Bylaw with some suggested changes that have been incorporated into the updated version.

VILLAGE OF CARMANGAY Bylaw # 817 SERVICE FEES, RATES, BYLAW FINES and OTHER CHARGES IN THE VILLAGE OF CARMANGAY

A BYLAW OF THE VILLAGE OF CARMANGAY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH FEES, RATES, AND FINES FOR SERVICES PROVIDED BY THE MUNICIPALITY.

WHEREAS, pursuant to Section 7 and 8 of the Municipal Government Act, R.S.A. 2000, c. M-26, Statutes of Alberta 2000 and amendments thereto authorizes the Council of a Municipality to repeal or amend any bylaws;

WHEREAS, pursuant to Section 7 and 8 of the Municipal Government Act, R.S.A. 2000 and amendments thereto authorizes a Municipality, by Bylaw, to establish fees for licenses, permits and approvals, as well as fines and penalties for the enforcement of Bylaws made under this or any other enactment;

WHEREAS Council of the Village of Carmangay deems it expedient to set and review, as necessary, from time-to-time various fees, charges and fines of the Village;

WHEREAS, the Section 93 of the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, Chapter F-25, as amended or repealed and replaced from time to time (the "FOIP Act"), authorizes a local public body to bylaw set any fees the local public body requires to be paid under the FOIP Act, which must not exceed the fees provided for in the regulations; and

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act, the Council of the Village of Carmangay, duly assembled, enacts as follows:

I. TITLE

This Bylaw may be cited as the “Fees, Rates and Fines Bylaw”.

DEFINITIONS

The following terms shall have the following meanings in this Bylaw:

“Bylaw” means this Fees and Charges Bylaw established by the Municipality.

“Chief Administrative Officer” means the Chief Administrative Officer for the Village of Carmangay, regardless of the specific title that may be conferred on that Officer by Council from time to time.

“Council” means the municipal Council for the Village of Carmangay.

“Village” means the municipal corporation of the Village of Carmangay.

“Schedule” means the attached appendix to this Bylaw which contains the formal statute, table or list of the official municipal fees and charges approved by Council.

APPLICATION

The fees and charges payable for municipal services provided by the Village shall be as outlined in Schedule “A”; the fees and fines applicable to Bylaw #814 (Animal Bylaw) shall be outlined in Schedule “B”; and the fees and fines applicable to Bylaw #788 (Community Standards Bylaw) shall be outlined in Schedule “C” which are all attached to and form part of this Bylaw.

READINGS AND REPEALS

This Bylaw will come into force on the day it passes the third and final reading.

The following Bylaw is hereby repealed by the passing of Bylaw #817: The Fees, Rates and Fines Bylaw:

- i) Bylaw #809 – Fees and Charges

READ A FIRST TIME IN COUNCIL THIS 15th DAY OF February, 2022.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, 2022.

READ A THIRD TIME IN COUNCIL THIS ____ DAY OF _____, 2022.

Mayor
Kym Nichols

Chief Administrative Officer
Patrick Bergen

Schedule "A"
Bylaw #817 – Village of Carmangay Fees and Charges

PLANNING AND DEVELOPMENT FEE SCHEDULE

Fee Schedule	Permitted Uses	Discretionary Use or Use Requesting Waiver Greater than 10%	Fee for undertaking development without an approved development permit
Residential:			
Dwellings	\$100	\$200	\$1000
Additions	\$50	\$150	\$750
Accessory Buildings 200 sq. ft. or greater	\$50	\$150	\$500
Home Occupations	\$50	\$150	\$500
Commercial: Change of Use	\$200	\$300	\$1000
Commercial buildings or uses	\$300	\$400	\$2000
All other development	\$300	\$400	\$2000
Industrial:			
Change of Use	\$200	\$300	\$1000
Single tenancy buildings	\$300	\$400	\$2000
Multi-tenancy buildings or complexes	\$500	\$600	\$3000
All other development	\$500	\$600	\$3000
All other uses	\$200	\$300	\$1000
Sign Permit:	\$50	\$150	\$500
Letter of Compliance:			\$50
Demolition Permit:			\$25
Recirculation Fee:			50% of the original application fee
Land Use Bylaw Amendments:			\$500
Other Statutory Plans and Amendments To:			\$500
Request to convene a special meeting of the Development Authority:			\$150
Appeal to the Subdivision and Development Appeal Board (portion of fee refundable upon successful appeal):			\$300

Additional fees will be required for building permits and inspections.

Whenever an application is received for a development or use not listed in this schedule, the amount of the fee shall be determined by the Designated Officer or the Development Authority and shall be consistent with those fees listed herein.

ADMINISTRATION FEE SCHEDULE

Service or Goods (provided by municipality) <i>- Rates are subjected to GST only where applicable</i>	Fee Applicable:
Photocopy of documents (per page)	\$0.40
Formal FOIP request	\$25.00 plus applicable charges as per FOIP Act/Regulations
NSF Cheque Charge	\$30.00
Tax Roll Certificate (per parcel)	\$45.00
Tax Notification Fee	\$25.00
Assessment Information Request	\$25.00
Assessment Review Board Complaints	- Residential \$50.00 - Non-Residential \$250.00
General Accounts Receivable	All accounts are due 30 days from invoice date. Any invoices due after 30 days will be charged 1.5% interest per month. Past due reminders will be sent out after 30 days. Accounts outstanding for more than 90 days will be subject to the legal processes available through legislation. The account holder will be responsible for all fees associated with the collection of the account.
Print copy of Land Use Bylaw	\$40.00
Print copy of Municipal Development Plan or Intermunicipal Development Plan	\$30.00
<i>The Village reserves the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein</i>	

VILLAGE PROVIDED SERVICES FEE SCHEDULE

Sewer Cleaning	1st visit free – inspected with camera and recorded 2nd & subsequent visits -- \$100/hr with a 1 hr minimum charge
Gravel (includes delivery)	\$40/load (front end loader bucket)

CEMETERY FEE SCHEDULE

Single Plot (resident of Village or County)	\$350
Single Plot (non-resident – moved away more than 2 years prior to purchase of plot, unless admitted to a long term care facility)	\$500
Family Plot (16’ x 16’) (resident of Village or County)	\$950
Family Plot (16’ x 16’) (non-resident – moved away more than 2 years prior to purchase of plot, unless admitted to a long term care facility)	\$1100
Internment/Disinternment Fees:	
Bowville Cemetery (as requested) for opening and closing of gravesite	November 1 to April 30 -- \$450 May 1 to October 31 -- \$350
Carmangay Cemetery	
Gravesite opening/closing:	November 1 to April 30 -- \$450 May 1 to October 31 -- \$350
Urn:	\$225
Small Vault:	\$300
Removal of Grave Cover:	\$500 (plus any fees incurred by the Village for equipment/removal/disposal of grave cover)
<i>When due to location or inclement weather the gravesite must be hand dug or special equipment brought in, the charge shall be whatever cost was incurred by the Village of Carmangay to have the site opened and closed</i>	

Schedule "B"
Bylaw #814
Animal Bylaw Fees Schedule

Animal Bylaw #814 Fee Schedule <i>Rates are subjected to GST only where applicable</i>	Fee
License Fees – Non-Vicious Dogs	
Neutered/Spayed Dog	\$25/year
Non-Neutered/Non-Spayed Dog (over six months of age)	\$50/year
License Fees – Vicious Dogs	
Neutered/Spayed Dog	\$100/year
Non-Neutered/Non-Spayed Dog (over six months of age)	\$250/year
Replacement Dog Tags	\$5 each
Impoundment Fees	As set out by the Animal Control Officer
Veterinary Fees	Amount Expended
Urban Hen License	\$50/year

Bylaw #814
Animal Bylaw Fine Schedule

	Animal Bylaw #814 Infraction	First Offence	Second Offence	Subsequent Offence
Section 5	Clean Up of Animal Waste	\$100	\$200	\$400
Section 6				
6.1 (i)	Fail to obtain an animal license (non-vicious dog)	\$75	\$150	\$300
6.1 (i)	Fail to obtain an animal license (vicious dog)	\$150	\$300	\$600
6.2.1 (i)	Runs At Large	\$80	\$160	\$320
6.2.1 (ii)	Fail to ensure collar and current tag worn on animal	\$50	\$100	\$200
6.2.1 (iii)	Fail to confine animal in heat	\$100	\$200	\$400
6.2.1 (iv)	Fail to immediately remove animal defecation	\$100	\$200	\$400
6.2.1 (v)	Animal on School Property	\$80	\$160	\$320
6.2.1 (vi)	Animal in Playground or Sand Area	\$80	\$160	\$320
6.2.1 (vii)	Animal barks or howls so as to disturb any person	\$100	\$200	\$400
6.2.1 (viii)	Animal upsets or tears up garbage or waste receptacles	\$100	\$200	\$400
6.2.1 (ix)	Animal damages public or private property	\$150	\$300	Court
6.2.1 (x)	Animal chases any person, animal, bicycle or motor vehicle	\$200	\$400	Court
6.2.1 (xi)	Animal bites any person or animal	\$200	Court	Court
6.2.1 (xii)	Animal attacks or injures any person or animal	\$200	Court	Court

6.2.2 (i)	Fail to provide identification	\$80	\$160	Court
6.2.2 (ii)	Providing false or misleading information	\$200	\$400	Court
6.2.3	Allows animal fecal matter to accumulate on property	\$100	\$200	\$400
6.2.4	Harbouring, suffering or permitting more than two dogs at a residence	\$100	\$200	\$400
6.3 (i)	Vicious Dog chases, injures or bites any other domestic animal or human	\$400	Court	Court
6.3 (ii)	Vicious Dog damages or destroys any public or private property	\$300	Court	Court
6.3 (iii)	Vicious Dog threatens any other domestic animal or human	\$400	Court	Court
6.3 (iv)	Vicious Dog presents a continuing threat of serious harm to other animals or humans	Court	Court	Court
6.3.1 (i)	Vicious Dog confined indoors and not under control of a person over eighteen (18) years of age	\$200	\$400	Court
6.3.1 (ii)	Failure to confine a Vicious Dog out of doors in an appropriate pen or other structure	\$200	\$400	Court
6.3.1 (iii)	Failure to maintain a pen or other structure for containing a Vicious Dog in the prescribed manner	\$100	\$200	\$40
6.3.1 (iv)	Failure to provide adequate shelter for a vicious dog	\$100	\$200	\$400
6.3.2 (i)	Failure to muzzle a vicious dog	\$200	\$400	Court
6.3.2 (ii)	Failure to harness or leash a vicious dog	\$200	\$40	Court
6.3.2 (iii)	Failure to have a vicious dog under control of a person over eighteen (18) years of age	\$200	\$400	Court
6.3.2 (iv)	Vicious Dog running at large	\$400	Court	Court

6.3.3 (i)	Failure to notify authorities of vicious dog running at large	\$200	\$400	Court
Section 7	Chicken Bylaw Fines	\$75	\$150	\$300

Schedule "C"
Bylaw #788
Community Standards Bylaw Fines Schedule

Section #	Infraction	First Offence	Second Offence	Subsequent Offence
4	Failure to comply with a remedial order	\$175	\$200	\$500
6.1	Littering	\$125	\$200	\$350
6.2	Dangerous Action	\$125	\$200	\$350
6.3	Street Furniture	\$125	\$200	\$350
6.4	Graffiti	\$50	\$75	\$100
7.1.2	Unsightly property/failure to comply with property maintenance	\$250	\$350	\$500
7.1.5	Building, structure, or improvement in unreasonable or dangerous state	\$250	\$350	\$600
7.1.7	Over the limit of one (1) unregistered vehicle stored externally on property	\$250	\$350	\$600
7.2	Failure to keep sidewalks clear of snow and ice	\$250	\$350	\$600
8.1	Unreasonable noise from vehicle or premises	\$125	\$150	\$200
9.1	Parking violations (longer than 24 hrs, wrong side of the street, overweight)	\$75	\$100	\$200
9.2	Off Road Vehicles (Bylaw #802)	\$300	\$500	\$1000
10	Prohibited or non-compliant fire	\$300	\$375	\$600
10.2	Unsupervised fire	\$300	\$375	\$600
10.6	Burning prohibited materials	\$300	\$375	\$600
10.8	Burning while a fire ban is in place	\$300	\$375	\$600

10.11	Selling fireworks without permit	\$250	\$500	\$1000
10.12	Possessing or discharging fireworks without a permit	\$250	\$500	\$1000