

Agenda
Village of Carmangay
Regular Council Meeting
Village Office
April 19, 2022
6:30 p.m.

1. Call to Order
2. Guests: Councillor Laurie Lykman : Marquis Foundation
3. Question Period
4. Approval of Agenda for April 19, 2022 Regular Council Meeting
5. Approval of Minutes of March 15, 2022 Regular Meeting of Council
6. Public Works Report
7. Administrator Report
8. Correspondence
None
9. Financial Reports
10. New Business
 - a) Oldman Watershed Council donation request
 - b) Utility Rate Review
 - c) Bylaw 819 Utility Bylaw 1st reading
 - d) 2022 Final Operational Budget
 - e) Budget Public Presentation
 - f) Capital Projects Review
 - g) Call to Action
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
Administration Staffing
Projects Team Viability
15. Adjournment.

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

1. Call to Order
Mayor Kym Nichols calls the meeting to order at 6:05 p.m.

2. Guests: None

3. Question Period

4. Approval of Agenda for March 15, 2022 Regular Council Meeting

Deputy Mayor Doug Fraser motions to approve the agenda for the March 15, 2022 meeting.

Carried

5. Approval of Minutes of February 15, 2022 Regular Meeting of Council

Councilor Sue Dahl motions to approve the minutes of the February 15, 2022 Regular Meeting of Council.

Carried.

Approval of Minutes of February 23, 2022 Meeting of Council

Deputy Mayor Doug Fraser motions to approve the minutes of the February 23, 2022 Special Meeting of Council.

Carried.

6. Public Works Report

Councilor Sue Dahl motions to approve the Public Works Report as presented.

Carried.

7. Administrator Report

Councilor Sue Dahl motions to approve the Administrator Report as presented.

Carried.

8. Correspondence

None

9. Financial Reports

Deputy Mayor Doug Fraser motions to approve the Financial Reports as presented.

Carried.

10. New Business

- a) Sale of Industrial Lot at 813 Pacific Avenue

Deputy Mayor Doug Fraser motions to sell the unserviced lot at 813 Pacific Avenue for \$22,000 to be paid in three (3) installments of \$7,334 in 2022, \$7333 in 2023 and \$7333 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 20% administration fee.

Carried.

- b) Commercial Building Update

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

Carried.

- c) Bylaw 818 Community Energy Infrastructure Program
For discussion

- d) 2022 Tax Assessment Review
For information and discussion

- e) Marquis Foundation Request

Deputy Mayor Doug Fraser motions to authorize the Mayor to sign a letter of support for the building of a new facility.

Defeated.

- f) Car Charging Station Location
For information. Suggestion to ensure there are bollards to protect the electric charging station from traffic on the roadway.

- g) Campground Irrigation
For information. Lions Club will be installing drip irrigation for new trees they will be planting.

h) Bylaw 817 Fees Bylaw

Councilor Sue Dahl motions for the second reading of Bylaw #817 Fees Bylaw.

Carried.

Deputy Mayor Doug Fraser motions for a third reading of Bylaw #817 Fees Bylaw.

Carried.

13. Reports

- a) ORRSC
- b) Marquis Foundation

Had a regular meeting on February 22, 2022. Auditors were there and presented the audited statements for 2021.

Discussed developing a short term stay policy for the Peter Dawson lodge. Renting out rooms for short term stays for a per night charge. Akin to respite or relief stays.

Discussed capital project and the building of a new lodge. A stove in one of the apartments in the Carman Manor was replaced due to wiring issues. The stove was still on warranty.

- c) Vulcan District Solid Waste
- d) FCSS
- e) SouthGrow
- f) Twin Valley Regional Water Services Commission
- g) Mayors and Reeves of Southern Alberta

MLA's reported that the government is looking into different kinds of rebate programs to help Albertans reduce their energy costs. Expect some news in the next few days.

MP Motz reported that CPR is possibly having a strike, which will have a huge impact on agriculture.

AM representative spoke about municipal policing invoices that are being sent out for retro policing pay. They are working with RMA and FCM to make the federal government pay, as they were the ones negotiating with the police. Pay won't affect costs on already budgeted five-year plan, but will affect the next budget amounts.

h) Vulcan County Regional Emergency Partnership Committee

14. Closed Session None

15. Adjournment

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

Public Works Report

| Priority | Item | Notes |
|----------|--|--|
| 1 | Cut concrete at base of flag pole so that it functions properly, paint it and reinstall rope and flag. | Complete |
| 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. | Complete |
| 1 | Create a draft plan of the water piping infrastructure as it leave the pumping station | In progress |
| 1 | Develop plan for 250k from Vulcan County | In Progress |
| 1 | Order materials for Champion water and sewer service project | Complete |
| 1 | Install new service in Champion Industrial Park | In progress, Alberta One Call done, all parts ordered |
| 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 summer | Offset by Canada Jobs grant |
| 1 | Preliminary Hydrovac work in advance of Engineering | In progress |
| 1 | Put in 4 sewer lines for development in Champion | Complete |
| 1 | Confirm and order parts for 5 new hydrants in Champion | Complete |
| 1 | Install 5 new hydrants in Champion | |
| 1 | Confirm and inspect 8 inch metal line under tracks | Complete |
| 1 | Find solution to putting new line inside of 8 inch steel line | In Progress - Following up on HDPE option for 6 inch line |
| 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 | Cancelled. Chamber has not needed heat for a good number of years so no need moving forward |
| 2 | Strategic Plan - Review and update the Village of Carmangay float by 4th quarter of 2022 | |
| 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 |
| 1 | Hydrovac Champion hydrant mains | Complete |
| 2 | Create a list of sidewalk repairs and complete | On 2022 projects list |
| 2 | Flush and camera all Champion sewers as required | Will be done later in the summer |
| 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. | Complete |
| 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 | For Council consideration |

Administrator Report

Correspondence

None

Financial Reports

Statement of Cash Position as of April 13, 2022

| | |
|------------------------------------|---|
| Current Cash | \$ 94,920 |
| Investments | \$ 40,709 |
| Public Works Receivable | \$ 43,354 *Mostly parts for hydrant job |
| Overdue Tax Owing | \$ 5,918 |
| Current Tax Owing | \$ 17,007 *Most on payment plans |
| Overdue and Current Utilities Owed | \$ 4,020 |
| Revolving Credit | \$ (49,300) |
| Total Cash and Near Cash | \$ 156,628 |

Notes for Budget vs. Actual

- The amounts for the ATB agency have not been put in the GL yet. Additionally, the Solar revenue is only for January.
- The budget is only reflective of the interim one and will be updated once Council agrees to a final operating budget.
- There is additional admin salary and benefits that are for Patrick working on internal and external projects. This will be adjusted soon once a few projects are completed.
- 2-42-600 has a bill of \$1,974.50 which is for Actizyme. It is being used to break everything up in the sewer pipes so that we can flush, inspect and do any repairs / replacements. This bill may get moved to the capital budget.
- 2-62-200 has an overage that looks like it may be a duplicate entry in the GL. Administration will follow up.

Budget to Actual Summary to March 31, 2022

Report Date
2022-04-13 1:58 PM

Village of Carmanqay
Budget versus Actual
For the Period Ending March 31, 2022

Page 1

| | <u>Budget</u> | <u>Current</u> | <u>Year to Date</u> |
|--|-------------------|--------------------|-------------------------|
| REVENUES | | | |
| Taxes including School and Marquis | 298,148.00 | 633.73 | 2,449.97 |
| General Administration | 121,993.00 | 4,461.20 | 17,040.03 |
| Bylaw Enforcement | 750.00 | 50.00 | 550.00 |
| Public Works | 75,000.00 | 17,725.00 | 27,525.00 |
| Water Supply and Distribution | 129,000.00 | 353.20 | 20,596.90 |
| Bulk Water Sales | 800.00 | 25.00 | 75.00 |
| Wastewater and Disposal | 32,000.00 | 146.16 | 5,801.03 |
| Waste Management | 59,000.00 | 225.71 | 10,544.92 |
| Development | 300.00 | | |
| TOTAL REVENUES: | 716,991.00 | 23,620.00 | 84,582.85 |
| EXPENSES | | | |
| School, Marquis and Doctor Requisition | 82,275.95 | 13,766.99 | 13,766.99 |
| Council and Other Legislative | 9,500.00 | 501.80 | 728.60 |
| General Administration | 233,240.00 | 18,122.83 | 80,702.48 |
| Emergency and Bylaw | 3,605.00 | 123.75 | 150.75 |
| Public Works | 135,500.00 | 9,993.54 | 27,976.71 |
| Roads, Streets, Walks and Lighting | 25,650.00 | 1,614.81 | 5,101.89 |
| Water Supply and Distribution | 139,373.86 | 3,237.65 | 26,594.70 |
| Wastewater Treatment and Disposal | 5,050.00 | 2,156.06 | 2,602.07 |
| Community Programming | 500.00 | | |
| Waste Management | 62,000.00 | 3,240.00 | 3,240.00 |
| 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 | | 2,857.03 |
| CORONAVIRUS | | | 263.82 |
| TOTAL EXPENSES: | 715,559.81 | 52,757.43 | 169,099.60 |
| SURPLUS (DEFICIT) | 1,431.19 | (29,137.43) | (84,516.75) |

Detailed Budget to Actual to March 31, 2022

| Report Date | Village of Carmangay Budgetary Control For the Period 2022-01-01 - 2022-03-31 | | | | Page 1 | |
|---|---|-----------|--------------|------------|--------------|--------|
| 2022-04-13 1:51 PM | | | | | | |
| Account # / Description | Committed | Current | Year to Date | Budget | Variance | % |
| 1-10-110 - Municipal Taxes | | 633.73 | 802.08 | 232,000.00 | (231,197.92) | 99.7- |
| 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) | 63.4- |
| 1-12-410 - General Administration Revenue | 129.20 | | 149.80 | 2,000.00 | (1,850.20) | 92.5- |
| 1-12-420 - Interest Revenue | 55.07 | | 162.58 | | 162.58 | |
| 1-12-540 - Franchise Revenue | 4,275.93 | | 13,657.48 | 37,000.00 | (23,342.52) | 63.1- |
| 1-12-560 - Leases and Rents | | | 467.00 | 11,525.00 | (11,058.00) | 95.0- |
| 1-12-595 - Agency Bank Revenue | | | | 24,000.00 | (24,000.00) | 100.0- |
| 1-12-600 - Provincial and Other Grants | | | | 27,488.00 | (27,488.00) | 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 | 50.00 | | 550.00 | 750.00 | (200.00) | 26.7- |
| 1-31-110 - Public Works Revenue | 300.00 | | 10,100.00 | 75,000.00 | (64,900.00) | 86.5- |
| 1-31-204 - PW - SNOW REMOVAL | 625.00 | | 625.00 | | 625.00 | |
| 1-41-110 - Water Flat Fee Revenue | 354.15 | | 19,630.55 | 114,000.00 | (94,369.45) | 82.8- |
| 1-41-120 - Water Usage Revenue | (0.95) | | 966.35 | 15,000.00 | (14,033.65) | 93.6- |
| 1-41-252 - PW - WATER REPAIRS | 16,800.00 | | 16,800.00 | | 16,800.00 | |
| 1-41-400 - Bulk Water Sales | 25.00 | | 75.00 | 800.00 | (725.00) | 90.6- |
| 1-42-110 - Sanitary Flat Fee Revenue | 146.16 | | 5,801.03 | 32,000.00 | (26,198.97) | 81.9- |
| 1-43-120 - Weekly Garbage Revenue | 225.71 | | 10,544.92 | 59,000.00 | (48,455.08) | 82.1- |
| 1-61-110 - Development Revenue | | | | 300.00 | (300.00) | 100.0- |
| 1-73-110 - INSURANCE PYMTS REC BACK FOR NEW BUILD | | | | | | |
| Revenue Totals: | | 23,620.00 | 84,582.85 | 716,991.00 | (632,408.15) | 88.2- |
| 2-10-114 - Provincial School Requisition | | 13,766.99 | 13,766.99 | 65,067.95 | 41,300.96 | 75.0 |
| 2-10-115 - Seniors Requisition | | | | 6,648.00 | 6,648.00 | 100.0 |
| 2-10-116 - FCSS | | | 512.81 | 2,080.00 | 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 | | 370.00 | 6,500.00 | 6,130.00 | 94.3 |
| 2-11-200 - COUNCIL MEETING EXP & MILEAGE | 316.80 | | 358.60 | 3,000.00 | 2,641.40 | 88.1 |
| 2-12-100 - Admin Salaries | 12,182.84 | | 33,650.52 | 119,000.00 | 85,349.48 | 71.7 |
| 2-12-101 - Admin Employer Benefits Contributions | 3,520.35 | | 10,009.71 | 39,000.00 | 28,990.29 | 74.3 |
| 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 | 15.72 | | 4,655.69 | 4,640.00 | (15.69) | 0.3- |
| 2-12-215 - Admin Postage | 184.00 | | 235.79 | 1,300.00 | 1,064.21 | 81.9 |
| 2-12-217 - Admin Telephone | 171.30 | | 447.40 | 3,200.00 | 2,752.60 | 86.0 |

Report Date
2022-04-13 1:51 PM

Village of Carmangay
Budgetary Control
For the Period 2022-01-01 - 2022-03-31

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| Account # / Description | Committed | Current | Year to Date | Budget | Variance | % |
|--|-----------|----------|--------------|-----------|-----------|-------|
| 2-12-220 - Admin Advertising | | | | 500.00 | 500.00 | 100.0 |
| 2-12-230 - Admin Professional Services | | 565.36 | 3,663.22 | 24,000.00 | 20,336.78 | 84.7 |
| 2-12-250 - Admin Office Supplies | | 375.19 | 1,036.60 | 2,000.00 | 963.40 | 48.2 |
| 2-12-300 - Admin Memberships | | 139.39 | 139.39 | 2,100.00 | 1,960.61 | 93.4 |
| 2-12-320 - Admin Training and Development | | 161.25 | 1,025.19 | 800.00 | (225.19) | 28.2 |
| 2-12-500 - Admin Computer and Contracts | | 544.18 | 2,104.86 | 9,000.00 | 6,895.14 | 76.6 |
| 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 | | 243.25 | 1,020.44 | 4,500.00 | 3,479.56 | 77.3 |
| 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 | | 123.75 | 150.75 | 1,200.00 | 1,049.25 | 87.4 |
| 2-31-100 - PW Salaries | | 7,749.30 | 19,806.80 | 88,000.00 | 68,193.20 | 77.5 |
| 2-31-101 - PW Employer Benefits Contributions | | 960.43 | 2,801.16 | 12,000.00 | 9,198.84 | 76.7 |
| 2-31-106 - PW Workers Compensation | | | 486.40 | 3,700.00 | 3,213.60 | 86.9 |
| 2-31-217 - PW Telephone | | 111.90 | 336.71 | 1,100.00 | 763.29 | 69.4 |
| 2-31-320 - PW Training and Development | | 49.95 | 49.95 | 1,200.00 | 1,150.05 | 95.8 |
| 2-31-520 - PW Fuel | | | 9.52 | 6,500.00 | 6,490.48 | 99.9 |
| 2-31-600 - PW Goods and Supplies | | 357.10 | 821.02 | 6,500.00 | 5,678.98 | 87.4 |
| 2-31-650 - CONTRACTED SERVICES FOR EXTERNAL JOBS | | | | 5,000.00 | 5,000.00 | 100.0 |
| 2-31-700 - PW Building and Equip Repairs | | 301.53 | 2,108.66 | 6,800.00 | 4,691.32 | 69.0 |
| 2-31-900 - PW Utilities | | 463.33 | 1,556.47 | 4,700.00 | 3,143.53 | 66.9 |
| 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 | 888.00 | 3,250.00 | 2,362.00 | 72.7 |
| 2-32-600 - Roads Goods and Supplies | | | | 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 | | 1,318.81 | 4,213.89 | 14,500.00 | 10,286.11 | 70.9 |
| 2-41-100 - Water Salaries | | | 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 | 17,063.00 | 8,531.69 | 50.0 |
| 2-41-120 - Water Usage | | | 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 | | 130.00 | 130.00 | 1,000.00 | 870.00 | 87.0 |

Report Date
2022-04-13 1:51 PM

Village of Carmangay
Budgetary Control
For the Period 2022-01-01 - 2022-03-31

Page 3

| Account # / Description | Committed | Current | Year to Date | Budget | Variance | % |
|--|-----------|--------------------|--------------------|-------------------|--------------------|---------------|
| 2-41-320 - Water Training and Development | | | | 1,500.00 | 1,500.00 | 100.0 |
| 2-41-511 - Water Meters | | 1,596.00 | 3,192.00 | 800.00 | (2,392.00) | 299.0 |
| 2-41-542 - Water Travel | | | | 300.00 | 300.00 | 100.0 |
| 2-41-600 - Water Goods and Supplies | | 264.76 | 762.23 | 5,000.00 | 4,237.77 | 84.8 |
| 2-41-700 - Water TVRWC Admin and Contract Services | | 150.25 | 270.50 | 20,000.00 | 19,729.50 | 96.7 |
| 2-41-900 - Water Utilities | | 1,096.64 | 3,462.41 | 9,300.00 | 5,837.59 | 62.8 |
| 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 | | 1,974.50 | 1,974.50 | 500.00 | (1,474.50) | 294.9 |
| 2-42-700 - Sanitary Equipment | | | | 1,000.00 | 1,000.00 | 100.0 |
| 2-42-800 - Sanitary Contracted Services | | | | 1,800.00 | 1,800.00 | 100.0 |
| 2-42-900 - Sanitary Utilities | | 181.56 | 627.57 | 1,250.00 | 622.43 | 49.8 |
| 2-43-110 - Transfer Station Requisition | | | | 49,000.00 | 49,000.00 | 100.0 |
| 2-43-120 - Weekly Garbage Expense | | 3,240.00 | 3,240.00 | 13,000.00 | 9,760.00 | 75.1 |
| 2-51-541 - Community Programming | | | | 500.00 | 500.00 | 100.0 |
| 2-55-200 - 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 | 3,015.00 | 2,045.00 | 67.8 |
| 2-74-900 - Library Utilities | | | 1,687.03 | 2,000.00 | 112.97 | 5.7 |
| 2-99-100 - CORONAVIRUS EXPENDITURES | | | 263.82 | | (263.82) | |
| Expense Totals: | | 52,757.43 | 169,099.60 | 715,559.81 | 546,460.21 | 76.4 |
| Net Surplus (Deficit): | | (29,137.43) | (84,516.75) | 1,431.19 | (85,947.94) | 6005.4 |

Accounts Printed: 101

March 2022 Payment Register

Village of Carmangay Payment Register

Report Date
2022-04-13 2:23 PM

Batch: 2022-00002 to 2022-00027

Page 1

Bank Code: GEN - ATB Business Account

| Payment# | Vendor | Date | Amount |
|----------------------------|-------------------------------|------------|-------------------------|
| Computer Cheque | | | |
| 3048 | ACTI-ZYME PRODUCTS LTD. | 2022-03-01 | 2,073.23 |
| 3049 | CHAMPION COMMERCIAL PRODU | 2022-03-01 | 296.18 |
| 3050 | KYM NICHOLS | 2022-03-01 | 226.80 |
| 3051 | LAPP | 2022-03-01 | 1,937.12 |
| 3052 | AMSC INSURANCE SERVICES LTD | 2022-03-11 | 1,935.73 |
| 3053 | CANADA POST CORPORATION | 2022-03-11 | 193.20 |
| 3054 | FEDERATION OF CANADIAN MUNI | 2022-03-11 | 146.36 |
| 3055 | Fountain Tire | 2022-03-11 | 20.42 |
| 3056 | LETHBRIDGE MOBILE SHREDDING | 2022-03-11 | 27.05 |
| 3057 | VULCAN DISTRICT WASTE COMM | 2022-03-11 | 3,240.00 |
| 3058 | VULCAN COUNTY | 2022-03-11 | 123.75 |
| 3059 | XEROX CANADA LTD | 2022-03-11 | 239.62 |
| 3068 | LETHBRIDGE MOBILE SHREDDING | 2022-03-31 | 27.05 |
| Total for Computer Cheque: | | | <u>10,486.51</u> |
| Other | | | |
| 1032022 | CNH INDUSTRIAL CAPITAL | 2022-03-01 | 2,687.67 |
| 1267620695 | Emco Corporation | 2022-03-03 | 1,675.80 |
| 1273663087 | TELUS COMMUNICATIONS INC. | 2022-03-29 | 89.93 |
| 1273663546 | TELUS COMMUNICATIONS INC. | 2022-03-29 | 89.93 |
| 226777430 | Gregg Distributors LP | 2022-03-18 | 327.18 |
| 226777978 | DIRECT ENERGY REGULATED | 2022-03-06 | 171.57 |
| 226779807 | DIRECT ENERGY REGULATED | 2022-03-06 | 486.50 |
| 226779894 | DIRECT ENERGY REGULATED | 2022-03-06 | 190.64 |
| 226782028 | DIRECT ENERGY REGULATED | 2022-03-06 | 563.20 |
| 226782342 | JOHN DEERE FINANCIAL | 2022-03-03 | 374.96 |
| 226782601 | EPCOR ENERGY SERVICES ALBEF | 2022-03-15 | 83.84 |
| 226784272 | EPCOR ENERGY SERVICES ALBEF | 2022-03-15 | 83.83 |
| 226784400 | ATB FINANCIAL | 2022-03-07 | 1,130.32 |
| 226785043 | EPCOR ENERGY SERVICES ALBEF | 2022-03-15 | 504.44 |
| 226820892 | TELUS MOBILITY | 2022-03-14 | 79.75 |
| 228702750 | EPCOR ENERGY SERVICES ALBEF | 2022-03-22 | 1,384.75 |
| 22870372 | ROGERS | 2022-03-22 | 37.75 |
| 2496943 | CANADIAN PACIFIC (NON FREIGHT | 2022-03-07 | 296.00 |
| 2499485 | KELSEY CHIC | 2022-03-31 | 105.00 |
| 2499666 | DATA SCAVENGER INC | 2022-03-25 | 230.99 |
| 2499714 | DALE WRIGHT | 2022-03-03 | 130.00 |
| 2511644 | MPE ENGINEERING LTD. | 2022-03-17 | 14,890.87 |
| 3232022 | Ford Credit Canada Company | 2022-03-23 | 1,106.49 |
| 3312022 | MUNISOFT | 2022-03-31 | 450.28 |
| 3312022 | GOVERNMENT OF ALBERTA ED T/ | 2022-03-31 | 13,766.99 |
| 4CJ2K-5384865 | CANADAREVENUE AGENCY | 2022-03-11 | 4,452.65 |
| Total for Other: | | | <u>45,391.33</u> |
| Total for GEN: | | | <u><u>55,877.84</u></u> |

Payments Printed: 39

CAO Additional Hours March 2022

Patrick Bergen Mar-22

| Date | Contract | Start | End | Hours | Description |
|-----------|-----------|-------|-------|-------|--|
| 01-Mar-22 | Carmangay | 7:30 | 15:30 | 7:30 | Finalizing Commercial Building Details w Builder, Budgeting |
| 04-Mar-22 | Carmangay | 8:00 | 15:00 | 6:30 | Utility Bills |
| 07-Mar-22 | Carmangay | 7:30 | 15:30 | 7:30 | Developing Summer Work Schedule |
| 08-Mar-22 | Carmangay | 8:00 | 15:30 | 7:00 | Completing FCM Grant application for \$25k each for Carmangay and Champion |
| 11-Mar-22 | Carmangay | 7:30 | 11:30 | 4:00 | Completing Agenda |
| 14-Mar-22 | Carmangay | 7:30 | 15:30 | 8:00 | Preparing items for the auditors |
| 15-Mar-22 | Carmangay | 8:00 | 15:30 | 7:00 | Working with Auditors |
| 22-Mar-22 | Carmangay | 8:00 | 15:00 | 7:00 | Hydrovac and Chestermere Work |
| 25-Mar-22 | Carmangay | 8:00 | 15:30 | 7:00 | Drafting Levels of service and Operational budget options |
| 29-Mar-22 | Carmangay | 7:30 | 15:30 | 8:00 | Champion Billable work |

Total Hours

69.5

10. **New Business**
a) **Oldman Watershed Council donation request**

Suggested Motion: Motion to support the Oldman Watershed Council with a donation of _____.

Background:

There have been a request from the Oldman Watershed Council for a donation per the below letter.



Oldman Watershed Council

PO Box 1892 Lethbridge, Alberta, T1J 4K5
(403) 330 - 1346
info@oldmanwatershed.ca
oldmanwatershed.ca

Mayor Kimberley Nichols
Village of Carmangay
PO Box 130
Carmangay Alberta T0L 0N0

Dear Mayor Nichols and Council,

January 4, 2022

Thank you for your on-going support of the Oldman Watershed Council and our mission to keep our water and land healthy and safe. You are an essential part of the fabric of our organization and we offer our sincerest thanks for your support as a donor.

The Oldman Watershed Council is a collaborative forum for all voices. Our Board of Directors is made up of 19 seats from all sectors, to make sure that all voices are at the table and have an equal vote. Municipalities have the most seats, with 3; 1 for towns and villages, 1 for rural municipalities, and 1 for the City of Lethbridge. We provide monthly updates to municipalities at the Mayors and Reeves of Southwest Alberta meetings. This group also elects a mayor for the towns and villages seat, and a reeve for the rural municipalities seat.

When contentious topics, like coal mining, are being debated, we provide you with reliable, trustworthy information so that you can make your own informed decisions. Last year was polarizing because of the public debate about coal mining, and it was a good example of how important it is to have unbiased, science-based groups like the OWC to inform the conversation. We demonstrated how it is possible to provide neutral information about the potential benefits and drawbacks of a development project, without taking sides. We received positive feedback from stakeholders, and government officials that our non judgemental approach and information sharing was helpful and appreciated. Our unique role helped to depolarize the debate and assist decision makers to separate fact from rumour.

We are working alongside all levels of government, stakeholders and First Nations partners to improve the health of the watershed. We provide information about key issues, and we also work on the ground to restore damaged ecosystems. In 2021, we rehabilitated 7 streambanks by staking 2500 willows to reinforce eroding banks, improve water quality, and provide habitat for fish and wildlife. We also engaged over 2000 people in-person and tens of thousands online through our many videos, blogs, and social network.

One of our largest projects is in the headwaters where we engage recreationists in watershed-friendly practices that minimize their impact. We also have a large focus on agricultural stewardship, where we invest in producer-led restoration projects and showcase these beneficial practices to the broader community. Our approach is always to ensure there are educational opportunities, appropriate infrastructure and practical guidelines that benefit everyone; we do not place blame but focus on solutions. We hope you will take a moment to look through our [annual report](#), which is full of exciting photos of our projects and short summaries.

Your municipality is asked to help with a minimum donation of \$200 for the April 2021 to March 2022 fiscal year. Thank you for your support over the years, it is making a difference. Your contribution provides critical funding which allows us to provide citizen education, habitat restoration, and be an unbiased forum for all voices in the watershed.

Sincerely,

Doug Kaupp, OWC Chair and General Manager of Water and Wastewater, City of Lethbridge

b) Utility Rate Review

For Discussion Only:

In January of 2021, Council passed bylaw amendment 799 which kept the 2021 rates the same as 2020. This rate has remained until this day. Below is analysis of the revenue and expenses of each utility category as a background for Council.

For the most part, the revenue in each category covers off the expenses but does not provide for the replacement of infrastructure as it ages. This is not the case though where garbage costs are falling behind revenue.

Water

| Water | | |
|---------------------------------|-------------------|-------------------|
| | Revenue | Expense |
| Water Flat Fee | \$ 115,128 | |
| Water Usage Fee | \$ 39,987 | |
| TVRWC Debenture | | \$ 17,063 |
| TVRWC Usage | | \$ 57,929 |
| TVRWC Admin | | \$ 20,082 |
| TVRWC Small Debenture | | \$ 3,222 |
| Direct Revenue and Costs | \$ 155,115 | \$ 98,296 |
| Water Salary | | \$ 19,695 |
| Water Employer Benefits | | \$ 455 |
| Water Freight | | \$ 755 |
| Water Memberships | | \$ 131 |
| Water Training and Development | | \$ 356 |
| Water Meters | | \$ 1,306 |
| Water Travel | | \$ 828 |
| Water Goods and Supplies | | \$ 2,127 |
| Water Utilities | | \$ 9,402 |
| Overhead | | \$ 35,055 |
| Net Profit (Loss) | | \$ 21,764 |
| Annual Depreciation | | \$ 32,583 |
| Profit (Loss) | | -\$ 10,819 |

| Water rates: | | | | | |
|---|------|--------|-----------|------------------------|--------------------------------------|
| Amount Included in Base Rate (Cubic Metres) | Year | Season | Base Rate | 5 year change in rates | 5 year reduction in amounts included |
| 16 | 2017 | Winter | \$ 47.07 | | |
| 32 | 2017 | Summer | \$ 47.07 | | |
| 14 | 2018 | Winter | \$ 51.77 | | |
| 29 | 2018 | Summer | \$ 51.77 | | |
| 13 | 2019 | Winter | \$ 56.95 | | |
| 26 | 2019 | Summer | \$ 56.95 | | |
| 11 | 2020 | Winter | \$ 62.65 | | |
| 23 | 2020 | Summer | \$ 62.65 | | |
| 11 | 2021 | Winter | \$ 62.65 | 33.1% | 31.3% |
| 23 | 2021 | Summer | \$ 62.65 | 33.1% | 28.1% |

Sewer

| Sanitary | | |
|---------------------------------|------------------|-------------------|
| | Revenue | Expense |
| Sanitary Flat Fee | \$ 33,369 | |
| Direct Revenue and Costs | \$ 33,369 | \$ - |
| Good and Supplies | | \$ 45 |
| Sanitary Equipment | | \$ 16 |
| Sanitary Contracted Services | | \$ 1,525 |
| Sanitary Utilities | | \$ 1,188 |
| Overhead | | \$ 2,774 |
| Profit (Loss) | | \$ 30,595 |
| Annual Depreciation | | \$ 54,390 |
| Profit (Loss) | | -\$ 23,795 |

| Sewer rates: | | |
|--------------|--------------|---------------|
| Year | Monthly Rate | 5 year change |
| 2017 | \$ 14.53 | |
| 2018 | \$ 15.98 | |
| 2019 | \$ 17.58 | |
| 2020 | \$ 19.34 | |
| 2021 | \$ 19.34 | 33.1% |

Garbage

| Garbage | | | |
|---------------------------------|------------------|------------------|------------------|
| | Revenue | 2021 Expense | 2022 Expense |
| Garbage Flat Fee and Transfer | \$ 60,903 | | |
| Transfer Station Requisition | | \$ 48,195 | \$ 53,215 |
| Weekly Pickup Fee | | \$ 12,960 | \$ 14,000 |
| | | | |
| | | | |
| Direct Revenue and Costs | \$ 60,903 | \$ 61,155 | \$ 67,215 |
| | | | |
| Profit (Loss) | | -\$ 252 | -\$ 6,060 |
| | | | |
| 15% Increase Proposal | \$ 70,038.45 | | |

| Garbage Rate Costs | | | |
|--------------------|------------------------------|---------------|------------|
| Year | Transfer Station Requisition | 4 Year Change | Since 2020 |
| 2019 | \$ 42,195.76 | | |
| 2020 | \$ 43,710.64 | | |
| 2021 | \$ 48,195.28 | | |
| 2022 | \$ 53,215.00 | 26.1% | 21.7% |

c) Bylaw 819 Utility Bylaw 1st reading

Suggested Motion: Motion to pass 1st reading of Bylaw 819 Utility Bylaw and direct administration to adjust the garbage rates for 2022 up 15% and provide a 5 year scale with an increase of 2% per year.

Background:

The below bylaw will require Council feedback.

**Village of Carmangay
Bylaw #819
Water, Sewer, and Garbage Rates**

A BYLAW OF THE VILLAGE OF CARMANGAY TO AUTHORIZE AN AMENDMENT TO WATER, SEWER, AND GARBAGE RATES BYLAW NO. 799 OF THE VILLAGE OF CARMANGAY.

WHEREAS the Council of the Village of Carmangay requires the utilities of the Village to be self supporting:

NOW THEREFORE, under the provisions of and pursuant to the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, the Council of the Village of Carmangay duly assembled hereby enacts as follows:

1. Water rates in the Village of Carmangay are set per Schedule A and Schedule B, beginning *****, 2022 as per the attached schedules.
 - i) Any application for water, sewer and garbage service can be only made by the owner of the property.
 - ii) Any consumer who is in default of payment for a period of longer that one (1) billing, shall be sent notice stating he/she has fourteen (14) days in which to pay all arrears in full or services will be discontinued.
 - iii) A notice of disconnect will be served by mail to the last known address of the person responsible for payment of services.
 - iv) Any consumer whose services have been disconnected for non-payment shall be required to:
 - a) pay all services in full prior to reconnection of services, and
 - b) pay a reconnection charge of \$25.00 (twenty-five dollars) prior to reconnection of services
 - v) Water meters will be read bi-monthly.

- vi) A one-time fee of \$25.00 shall be charged to disconnect/reconnect the water service, when service is discontinued due to a temporary absence. No discount of water, sewer and garbage rates will be given for short- or long-term absences.
- 2. Sewer rates in the Village of Carmangay are set per schedule A and schedule B, beginning on *****, 2022.
- 3. Garbage rates in the Village of Carmangay are set per schedule A and schedule B, beginning *****, 2022.
- 4. As per Section 34 (1) of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, the Village of Carmangay will provide municipal utilities of water and sewer service to a land parcel by request of the owner for a fee determined on a case by case basis.
- 7. This bylaw will be reviewed and updated as required.

Read a first time this ____ day of _____, 2022.

Read a second time this ____ day of _____, 2022.

And by unanimous consent of Council:

Read a third time and final time this ____ day of _____, 2022.

**Mayor
Kym Nichols**

**CAO
Patrick Bergen**

SCHEDULE A
Residential Rates/Senior Citizen's Housing Complex, Residential and All Other
Establishments Not Otherwise Specified

Water rates:

Winter – November 1 to April 30:

- 11 cubic meters or portion thereof per month - \$62.65

Summer – May 1 to October 31:

- 23 cubic meters or portion thereof per month - \$62.65

Sewer rates:

Monthly rate will be \$19.34

Garbage rates:

Monthly rate will be \$33.05

SCHEDULE B
Commercial/Industrial Rates

Water rates:

The rate will be \$2.28 per cubic meter, based on metered usage

Sewer rates:

The monthly rate will be \$30.95

Garbage rates:

The monthly rate will be \$33.05

d) 2022 Final Operational Budget

Suggested Motion:

Motion to pass the 2022 Final Operational Budget and 3 year plan.

OR

Motion to pass the 2022 Final Operational Budget and 3-year plan with the following changes.

Background:

Council has had a few opportunities to provide input into the 2022 Budget and 2022 to 2024 Operational Plan.

Below is the resulting budget. Where adjustments have been made, the GL line is highlighted.

The proposed budget is provided under separate cover.

The Tax Rate Bylaw will be brought to the next Council meeting or sooner.

e) Budget Public Presentation

For discussion only.

Council has indicated that they would like to release information about the budget and have a public meeting. There are a number of items that would be added to the information release. These included:

- Levels of Service
- Breakdown of revenue and expense by department
- Description of why the minimum tax was increased based on the long time it hadn't changed and the average cost per house for services.
- A review of the items that increased in expense and revenue.

Administration would like feedback as to what to include and will then provide a publication for Council's consideration to send out.

f) Capital Projects Review

For discussion only.

Below is a list of projects and what grants they are linked to. There is no feedback on the AMWWP grant. The contact at Municipal Affairs indicated she is hopeful information will be available by summer.

| As at April 15, 2022 | | | | | |
|----------------------|---|-------------------|------------------|-------------------|---|
| Grant Name | Project | Grant Amount | Spent To Date | Remaining Funds | Notes |
| | 2021-005 Wet Well Heater | | \$ - | | Only have ladder to install inside the vault. |
| | 2021 -007 2 New Manholes | | \$ - | | Will reapply funds to other areas |
| | MSI CAP-13495 | \$ 7,050 | \$ - | \$ 7,050 | Remaining Funds |
| | 2021-006 200 Block Whitney Sewer | | \$ - | | Will reapply funds to other areas |
| | GTF-1344 | \$ 33,922 | \$ - | \$ 33,922 | Remaining Funds |
| | 2020-003 Stage 3 Water Loop | | \$ - | | Only have the install left. Engineering and supplies are done. Will review later in the season. |
| | MSI CAP-13493 | \$ 20,600 | \$ - | \$ 20,600 | Remaining Funds |
| | 2020-007 VFD for water pump | | \$ - | | Part of Water Project |
| | Municipal Stimulus Program Grant | \$ 16,546 | \$ - | \$ 16,546 | Remaining Funds |
| | 2021-010 Water Distribution Meter | | \$ - | | Part of Water Project |
| | MSI CAP-13494 | \$ 7,114 | \$ - | \$ 7,114 | Remaining Funds |
| | 2019-004 Sidewalk Replacement | | \$ - | | |
| | MSI CAP-13496 | \$ 8,388 | \$ - | \$ 8,388 | Remaining Funds |
| | MPE Engineering Review for Carmangay and Champion | | \$ 28,309 | | Have received 3/4 of the whole grant amount |
| | ACP Grant | \$ 51,465 | \$ 28,309 | \$ 23,156 | Remaining Funds |
| | 2022-001 Design and Engineering for line under tracks | \$ 85,000 | \$ - | \$ 85,000 | Will update MPE about 8 inch line and upcoming work to make the engineering more accurate. |
| | 2022-001 PW Preliminary Work sourcing pipe locations | \$ 16,000 | \$ 1,000 | \$ 15,000 | In progress, will move staff time from operational to capital budget. |
| | 2022-001 Cap Water line into old building | \$ 10,000 | \$ - | \$ 10,000 | |
| | Remaining Funds | \$ 39,000 | \$ - | \$ 39,000 | |
| | CCBF - 1795 | \$ 150,000 | \$ 1,000 | \$ 149,000 | |
| | Commercial Building Completion | | \$ - | | |
| | MSI CAP-14515 | \$ 95,000 | \$ - | \$ 95,000 | |
| | Tractor Brush Purchase | | \$ 10,260 | | Complete |
| | MSI CAP-14514 | \$ 10,500 | \$ 10,260 | \$ 240 | |
| | GMC Pickup Lease Buyout | | \$ 21,397 | | Complete |
| | MSI CAP-14513 | \$ 18,000 | \$ 21,397 | -\$ 3,397 | |

g) Call to Action

For discussion.

Administration and Council received the below.

REMINDER: If you are interested in signing onto the Call to Action, please reply to this email and include your logo

Dear Mayor Nichols and Village of Carmangay Council,

I am writing to you today, with a proposal to join our Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded critical services within Alberta. This injection of funding would have a larger and more immediate impact within our communities to improve community safety and the health and well-being of all Albertans.

As you are aware, the Government of Alberta is reviewing the possibility of transitioning away from the RCMP to a new Alberta Provincial Police Service (APPS). Last year, they released a [Transition Study](#), which outlined potential exorbitant costs, including \$366 million in one-time transition costs over six-years and \$139 million in additional policing costs annually, increasing with inflation. With that said, over just a six-year period costs would total over \$1.2 billion.

Through [polling](#) that the NPF has conducted over the past year, it is clear that Albertans feel the same with. An overwhelming 84% of Albertans support retaining the RCMP and believe the Government of Alberta should instead focus on addressing the root causes of crime and improving social services.

As the Government of Alberta continues to consult and push the idea of a new and expensive police service forward, now is the time for all impacted stakeholders to come together to tell the government that the proposed money would be better invested into critical services to address under resourcing, staffing shortages, and the lack of social support programs.

Attached to this email is a draft of the Call to Action to the government for your review.

Our goal is to have stakeholders sign on and to release publicly in a joint effort.

If you are interested in signing onto the Call to Action, please reply to this email and include your logo for use which will be added to the Call to Action, as soon as possible

If you have any questions, comments, or concerns, please don't hesitate to contact me.

Colin Buschman

Western Government Relations Advisor | Conseiller, Relations Gouvernementales de l'ouest

National Police Federation | Fédération de la Police Nationale

(236) 233-8100

<https://npf-fpn.com>



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