

TOWN OF ECKVILLE-COUNCIL AGENDA

Monday September 12, 2022

Town Office Council Chambers Eckville, AB 6:00 pm
(Councillors may attend via electronic means)

1. CALL TO ORDER 1.1
2. DELEGATIONS/PUBLIC HEARING 2.1
3. AGENDA 3.1 Additional Agenda Items
3.2 Adoption of Agenda
4. MINUTES 4.1 Regular Council Meeting Minutes – August 8, 2022 pg. 1-3
5. ACTION ITEMS 5.1 RFD-Allocation of Lacombe County 2022 Facility Cost Share Agreement pg. 4
5.2 RFD-Library Board Appointment pg. 5
5.3 Eckville and District Historical Society-Discussion pg. 6-7
5.4 Atco Gas Franchise Agreement-Discussion pg. 8
5.5 Organizational Meeting-Discussion
6. BYLAWS, POLICIES 6.1
7. REPORTS 7.1 Management Report – September 12, 2022 pg.9-11
7.2 Financial Report-AP Report Aug 11th, 25th, & Sept 8th pg. 12-14
7.3 Lacombe County Highlights of Reg Council Meeting Aug 25, 2022 pg.15-16
7.4 LRWSC Meeting August 24, 2022 pg. 17-42
7.5 Lacombe County-CPO Services Quarterly Report 2022 pg. 43-46
7.6 Sylvan Lake Provincial Detachment CSI Report 2021 pg. 47-51
8. COMMITTEE, BOARD REPORTS 8.1
9. CORRESPONDENCE, INFORMATION 9.1 RCMP letter pg. 52-53
9.2 Alberta Municipalities Association pg. 54
9.3 LRWSC Administration letter pg. 55
9.4 Reminder-AUMA Convention Sept 21-23, 2022/Pallister Hotel Reservations Sept 19th -23rd
10. SEMINARS, MEETINGS, SPECIAL EVENTS 10.1
11. CLOSED SESSION 11.1
12. COMMITTEE OF THE WHOLE 12.1
13. ADJOURNMENT 13.1

TOWN OF ECKVILLE – COUNCIL MINUTES

Monday, August 8, 2022

Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta

1. Call to Order

1.1 Mayor Ebden called the meeting to order at 6:00 p.m.

Present: Mayor Ebden
Deputy Mayor Engen
Councillor Palm-Fraser
Councillor Meyers
Councillor See

Absent: Councillor Thoreson
Councillor Phillips

Staff: CAO, Jack Ramsden
Deputy CAO, Darcy Webb
Recording Secretary Heather Allen

Press: None

Gallery: None

2. Delegations/Public Hearings

2.1 None

3. Agenda

3.1 Additional Agenda Items - None

3.2 Adoption of Agenda

Res. 174.2022

Moved by Councillor See that the agenda be adopted as presented.
Carried Unanimously.

4. Minutes

4.1 Regular Council Meeting Minutes – July 11, 2022

Res. 175.2022

Moved by Councillor Palm-Fraser that the minutes of the Regular Meeting of Council held Monday July 11, 2022, be adopted as presented. **Carried Unanimously.**

5. Action Items

5.1 Nurse Practitioner – Handout Discussion

Res. 176/2022

Moved by Councillor Palm-Fraser that a letter be sent to the Chairperson of the Wolf Creek PCN, cc'd to Minister of Health, MLA

Jason Nixon and the CEO of the PCN. **Carried Unanimously**

5.2 Minister Panda to attend Convention.

Res. 177.2022 Moved by Deputy Mayor Engen that Administration request a meeting with the Minister at the convention. **Carried Unanimously**

6. Bylaws/Policies 6.1 None

7. Reports 7.1 Management Report – August 8, 2022

Res. 178.2022 Moved by Councillor Meyers that Lots 27, 28 & 29 in Westview be replotted into 2 Lots. **Carried Unanimously**

Res. 179.2022 Moved by Councillor Meyers that the Management Report be accepted for information. **Carried Unanimously**

7.2 Financial Report – AP reports July 21st and July 28th 2022

7.3 2022 Operating & Capital Spend Q1 & Q2

7.4 Lacombe County 2021 Schedule of revenues and expenses

7.5 Lacombe County Council Meeting Highlights, June 23, 2022

7.6 Animal Control Services June & July

Res. 180.2022 Moved by Deputy Mayor Engen the reports be accepted for information. **Carried Unanimously.**

8. Committee & Board Reports 8.1 Deputy Mayor Engen reported on the Library
8.2 Mayor Ebdon reported on the Bentley parade

Res. 181.2022 Moved by Councillor See that the Committee and Board Reports be accepted. **Carried Unanimously.**

9. Correspondence, Information Items 9.1 Fortis Alberta- Alberta Utilities Commission
9.2 Lacombe County Media Release July 21, 2022
9.3 City of Red Deer Wastewater Analysis Agreement
9.4 Government of Alberta Mobile Wireless Services
9.5 Thank-you from MLA Jason Nixon

Res. 182.2022 Moved by Councillor Palm-Fraser that the Correspondence and Information Items be accepted as information. **Carried Unanimously.**

10. Seminars, Meetings, Special Events 10.1 Town of Penhold Fall Festival
10.2 Fortis Alberta Custom Reception

Res. 183.2022 Moved by Councillor Meyers that Seminars, Meeting Special Events be accepted for information. **Carried Unanimously**

11. Closed Session 11.1

Res. 184.2022 Moved by Councillor Palm-Fraser that the meeting move into closed

session excluding all persons except Council members, CAO, Deputy CAO and recording secretary in order to discuss an item dealing with Section 17 of the FOIPP Act: Disclosure Harmful to personal privacy. Time: 7:18 p.m. **Carried Unanimously.**

Res. 185.2022

Moved by Councillor See that meeting revert back to open session. Time 7:43 p.m. **Carried Unanimously.**

Mayor Ebdon called for a five minute recess. Time: 7:43 p.m.
The meeting reconvened at 7:48 p.m.

Res. 186.2022

Moved by Mayor Ebdon that Councillor Laurie Phillips be granted a leave of absence from her council duties for medical reasons until the regular meeting of October 11, 2022 as per the authority granted to Council as per Section 174 (2) (a) (1) of the Municipal Government Act. **Carried Unanimously.**

12. Committee of the Whole 12.1 None

13. Adjournment 13.1

Res. 187.2022

Mayor Ebdon adjourned the meeting at 7:50 p.m. **Carried Unanimously.**

Mayor

CAO

Mtg. Date Sept 12, 2022

Agenda Item 5.1

TOWN OF ECKVILLE Request to Council for Decision

Meeting: Town Council
Meeting Date: September 12, 2022
Originated By: Jack Ramsden, CAO
Title: Allocation of Lacombe County 2022 Facility Cost Sharing Agreement Payment

BACKGROUND: During the Town's Intermunicipal Collaboration Framework (ICF) with Lacombe County we signed a "Facility Operating Cost-Sharing Agreement" (copy attached as information). Schedule "A" of the agreement provides for a contribution from Lacombe County to assist the Town of Eckville in the operating of the following Town owned facilities: the Eckville Arena; the Eckville Cemetery; the Eckville Community Centre; the Eckville Curling Club; the Eckville Ball Diamonds (Forhan Field & Andrew Field); the Eckville Skate Park and the Eckville Spray Park.

Schedule "B" of the same agreement provides for a lumpsum payment each year. The initial payment for 2020 was set at \$64,606.00. We received \$69,670.23 for the year 2022. These amounts are exclusive of GST, and it was anticipated that a CPI factor would be added each year based on Alberta CPI (December to December).

DISCUSSION/ALTERNATIVES: Prior to the signing of the Facility Cost Sharing Agreement, Town allocated payments for the Curling Club, Arena and Community Centre were based on the allocations that had been set by Lacombe County. With the signing of the agreement it was the intention of Council to establish the allocations. This has yet to be done for the year 2022.

Administration is proposing that the following allocations be set for 2022:

- Eckville Curling Club \$6,500;
- Eckville Arena \$46,000;
- Eckville Community Centre - \$4,500.00.

IMPACT ON BUDGET: Funds are available within the 2022 Operating Budget

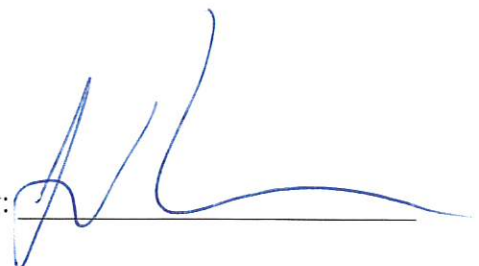
RECOMMENDED ACTION: That the following motion be presented for consideration:

"That the following allocations be made from the 2022 Lacombe County Facility Cost Sharing Agreement Payment as follows: Eckville Curling Club - \$6,500.00; the Eckville Arena - \$46,000; and the Eckville Community Center - \$4,500.00."

Prepared By: _____



Approved By: _____



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Mtg. Date Sept 12, 2022
Agenda Item 5.2

TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	September 12, 2022
Originated By:	Jack Ramsden, CAO
Title:	Library Board Appointment

BACKGROUND: We were recently contacted by Alberta Libraries asking for minutes containing the motions for the appointments of our various Library Board Members. Unfortunately, we did not have an up-to-date file, so we searched through the minutes and found the various motions.

DISCUSSION/ALTERNATIVES: We discovered that one of our current five Library Board Members' appointment has expired on December 31, 2020. He has continued to be an active Board Member and is willing to continue serving on the Board for another year or so to help orientate new board members.

I would therefore recommend that Garth Yeomans be appointed to the Eckville Municipal Library Board with a term to expire on December 31, 2023.

It should be noted that as Garth has already served two or more terms, his reappointment must be approved by of the whole Council and that this should be noted in the minutes.

I would like to discuss the need to nominate additional Members to the Library Board at the September 12th council meeting.

IMPACT ON BUDGET: None.

RECOMMENDED ACTION: That the following motion be presented for consideration:

"That Garth Yeomans be reappointed the Eckville Municipal Library Board with a term extending through to December 31, 2023."

Prepared By: _____ Approved By: _____

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AGENDA ↔ FOR DISCUSSION

Jack Ramsden

From: Patricia Lightbown <pellennlight@gmail.com>
Sent: September 6, 2022 9:26 PM
To: Admin; Colleen@ecville.com
Subject: Re: Town of Eckville...

Mtg. Date Sept 12, 2022
Agenda Item 5.3

On Tue, Sep 6, 2022 at 9:03 PM Patricia Lightbown <pellennlight@gmail.com> wrote:

----- Forwarded message -----

Town of Eckville

Mayor Ebdon and Council

As Chair of the Eckville and District Historical Society (E+DHS) I am writing with two separate requests, which we hope you will vote on separately. First if we take ownership of the Historical Saari House at 5204-50th Street zoned Mixed Residential, as a nonprofit organization we would like to request forgiveness of Taxes and Water, Sewer+Garbage charges. Our second request is for some funding from the original Museum Fund which was designated as such as far back as when I was on Council. I'm aware that it is in the neighbourhood of \$60,000 Up till 2021 as the former Mayor Helen Posti informed us previous Councils have always honoured the designation. Several times over the years the money was offered to the E+DHS, the first time immediately after Council turned down the offer to purchase the house. The E+DHS declined as it made no sense if there was no Museum. They saw the benefit to the Town holding the money for the future as if it was given out by the Town in smaller increments over time we know the County of Lacombe would

match both the monetary value of the Taxes and the Water, Sewer+Garbage and any other funds we receive from the Town of Eckville. The E+DHS is applying for a Casino but it would be some time before we receive one. Our problem is the utilities of Heat + Electricity is a cost we could not maintain at this time. We have also been made aware the County has a Capital Fund. We're not sure how that works but would hope it could be matched by donations and fund raising. We would like to thank you in advance for your time and consideration.

Chair of the Eckville and District Historical Society

Pat Lightbown

Ps. I am having issues with my computer so was unable to add that we would also like insurance consideration. I hope it could be included with our other expenses. Thank you. PL
Sent from my iPhone

August 24, 2022

Town of Eckville
PO Box 578
Eckville, AB T0M 0X0

Mtg. Date Sept 13, 2022
Agenda Item 5.4

Attention: Mr. Jack Ramsden, Chief Administrative Officer

RE: ATCO Gas and Pipelines Ltd. Franchise Agreement

Pursuant to our franchise agreement, your municipality has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022. If you are considering changing the franchise fee in 2023, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Town of Eckville a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Eckville, this percentage is 20.00%.

In 2021, our Delivery Tariff revenue in the Town of Eckville was \$336,487. Our forecast Delivery Tariff revenue for 2023 is \$411,222. Therefore, based on the current franchise fee percentage, your forecast 2023 franchise fee revenue would be \$82,244.

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

Yours truly,

Bruce Legault

**Bruce Legault
Manager, Red Deer
ATCO Natural Gas Division**

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**MANAGEMENT REPORT
TO ECKVILLE TOWN COUNCIL
September 12, 2022**

Mtg. Date Sept 12, 2022
Agenda Item 7.1

Current Activities:

- **Water Pump House Upgrade Project:** Still in working on the final improvements.
- **Pothole Patching:** The Public Works Team will continue pothole filling on an ongoing basis as needed.
- **Street Sweeping:** Our street sweeper has been repaired and is back in service.
- **Eckville Cemetery Maintenance:**
 - Our Local Contractor, Allen Hallgren, will complete the final trimming and mowing for this year and we will look at different alternatives and options for grass mowing and trimming over the winter.
 - We received two proposals for resetting and repairing headstones and monuments at he Eckville Cemetery. One proposal was from Parkland Funeral Home and Crematorium from Red Deer which involved work on 30 different sites. The second proposal was from Outback Lawn Maintenance from Sylvan Lake which involved leveling and realigning 105 sites in 17 different rows. This proposal includes labor & materials (gravel, loam,, sod, glue to reattach headstones to bases). The Outback Lawn Maintenance proposal comes in at just over \$17,000 and the contractor is prepared to start work now if we want. The advantage to doing the work now is that the sod will require little watering and should do well in the spring.
 - We are still thinking that it might be worthwhile to call a public meeting this fall or early winter to see if there is interest in setting up some sort of cemetery society to provide input of future improvements and a possible capital cost sharing grant application to Lacombe County.
 - We look forward to discussing this with you at the September 12th council meeting.
- **RV Sewer Dump Station:**
 - Our Public Works Staff completed the forming and pouring of the new base for the SaniStar RV Dump Station Kiosk and Border Paving completed the pave roadway which provides for entrance from 52nd Street and the Water Treatment Plant and exit onto 52nd Street.
 - We have signed the necessary contracts with SaniStar for the lease of a customized Kiosk. Delivery should be within two or three weeks.
 - We are securing quotes to bring power to the Kiosk and at this time we do not have a firm quote or completion date.
 - We may not have the new RV Dumping Station up and running this fall, but we will definitely be ready to roll first thing in the spring.
- **Asphalt Repairs:** Border Paving has now completed all 2022 asphalt patches & repairs and we expect to get the invoice soon.

Management Report – September 12, 2022

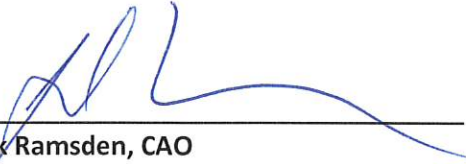
- **Hiring a New Foreman:**
As previously reported to Council via email, we have hired Troy Evers as our new Public Works Foreman. Troy started his new position on September 1st and is already very busy! Congratulations Troy! We look forward to working with you as you reshape the Public Works Department.
We will be looking at other possible to our Public Works Team in the next few weeks and will keep you posted.
- **Possible Lot Sales in McDonald Heights:** Nothing new to report at this time.

Future / Planned Activities:

- **Stantec Report on Wastewater Treatment Options:** Nothing further to report a this time, other than the fact that we are still waiting for a cost estimate from the Sylvan Lake RWWC on what the sign-up fees will be for us to join the commission.
- **Meeting with Transportation Minister at the Upcoming Convention:** We were not able to schedule a meeting with the Minister of Transportation at the upcoming Alberta Municipalities Convention, so we are trying to secure an appointment with the Minister at a later date. We will keep you informed.
- **Structural Inspection of Old Eckville Water Tower:** A structural Engineer from Stantec met with Darcy Webb a few weeks ago and completed an inspection of the old water tower. We would expect a formal report soon..
- **Replotting Lots in Westview Residential Subdivision:** We will be Bemoco Surveys to prepare the necessary drawings for our Subdivision Application to replot the current 3 lots into 2 larger lots, with a small parcel being dedicated to future development. This process will take some time and we would anticipate having the new lots ready for sale next spring.
- **Multi Year Operating and Capital Plan:** Darcy Webb has completed his draft of the new multi-year operating / capital plan and we will try to set a date to present this to you at the September 12th council meeting.
- **Eckville Medical Committee / Nurse Practitioner Project:** Finally, with the good news about the approval of funding for our new Nurse Practitioner position, it is time to call our first meeting of what will like be many before the project is fully up and running!
- **Meeting with Alberta Views Golf Course & RV Park:** At the end of August we reached out to the owners of the Golf Course and RV Park which is located on the site of the old "Last Hill" golf course. Darcy Webb and I met with the Bill MacLean at the Club House on

Management Report – September 12, 2022

September 1st. Bill and his wife Carla are the owner of the new “Alberta Views Golf Club and RV Park”. The new development will have 100 RV sites, a swimming pool, pickle ball courts, playgrounds and of course a newly refreshed 9 hole golf course. Final work on the roadways and RV sites is nearly completed and the golf course should be prepped for opening next spring. We talked about possible cross promotion and other possible projects that we could work on together.



Jack Ramsden, CAO



Darcy Webb, Deputy CAO

Batch ID: CHEQUES
 Batch Comment: Cheques Aug 11/22

Audit Trail Code: PMCHQ00000779
 Posting Date: 2022-08-11

Chequebook ID: ATB - GEN

Mtg. Date Sept 12 2022

* Voided Cheques

Agenda Item 7.2

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
026451	2022-08-11	00000000000022213	241001	241577 Alberta Ltd.	\$272.63
026452	2022-08-11	00000000000022214	AMS001	AMSC	\$19,522.24
026453	2022-08-11	00000000000022215	ANI001	327241 Alberta Ltd.	\$1,226.40
026454	2022-08-11	00000000000022216	ARC003	Archon IT Services Ltd.	\$2,609.56
026455	2022-08-11	00000000000022217	AUM002	AMSC Insurance Services Ltd.	\$7,865.94
026456	2022-08-11	00000000000022218	BLA003	Black Press Group Ltd.	\$209.25
026457	2022-08-11	00000000000022219	CAN11	Canadian Linen and Uniform Ser	\$250.64
026458	2022-08-11	00000000000022220	CIP01	CIP Office Technology	\$117.60
026459	2022-08-11	00000000000022221	EAG002	Eagle Light Transport	\$1,575.00
026460	2022-08-11	00000000000022222	EMP001	Empringham Disposal Corp.	\$6,966.75
026461	2022-08-11	00000000000022223	EVE003	Everything H2O	\$13.00
026462	2022-08-11	00000000000022224	FLO01	Flowpoint Environmental System	\$103.95
026463	2022-08-11	00000000000022225	GLVT001	GLV Travellers	\$26,066.34
026464	2022-08-11	00000000000022226	GRE006	Green Drop	\$1,785.00
026465	2022-08-11	00000000000022227	KEY001	Key Agventures Inc	\$29.67
026466	2022-08-11	00000000000022228	LAC008	Lacombe County	\$5,152.62
026467	2022-08-11	00000000000022229	LAC010	Lacombe Regional Waste Service	\$660.00
026468	2022-08-11	00000000000022230	LIT002	Little Jon's Portable Toilet S	\$1,050.00
026469	2022-08-11	00000000000022231	MCC01	McCharles Tree Service Inc.	\$2,625.00
026470	2022-08-11	00000000000022232	MES001	Messer Canada INC.	\$40.53
026471	2022-08-11	00000000000022233	MIS001	Missing Link Internet Inc.	\$367.50
026472	2022-08-11	00000000000022234	MNP001	MNP	\$1,678.56
026473	2022-08-11	00000000000022235	PAP001	Best Shredding	\$505.06
026474	2022-08-11	00000000000022236	PER006	Perfect Pen & Stationery	\$767.50
026475	2022-08-11	00000000000022237	PET001	Petty Cash	\$77.55
026476	2022-08-11	00000000000022238	SPA001	Sparrows Auto Service Ltd	\$71.16
026477	2022-08-11	00000000000022239	TEL002	TELUS MOBILITY	\$114.35
026478	2022-08-11	00000000000022240	TWO001	Two H Group	\$390.00
026479	2022-08-11	00000000000022241	WEL001	Wells Fargo Equipment Fin Co	\$482.12
026480	2022-08-11	00000000000022242	WIL001	Wild Rose Assessment Services	\$1,424.15
026481	2022-08-11	00000000000022243	WOL003	Wolf Creek Building Supplies S	\$657.09

Total Cheques: 31

Cheques Total: \$84,677.16

Batch ID: CHEQUES
 Batch Comment: cheques

Audit Trail Code: PMCHQ00000781
 Posting Date: 2022-08-25

Chequebook ID: ATB - GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
026482	2022-08-25	0000000000022245	AAM001	Canoe	\$309.31
026483	2022-08-25	0000000000022246	AGR002	Agriterra Equipment	\$395.06
026484	2022-08-25	0000000000022247	AIR001	AirScapes International Inc.	\$1,095.00
026485	2022-08-25	0000000000022248	ATB001	ATB Financial Mastercard	\$3,789.38
026486	2022-08-25	0000000000022249	AUM003	AUMA	\$350.67
026487	2022-08-25	0000000000022250	CEN0015	Central Alberta Window Cleanin	\$255.26
026488	2022-08-25	0000000000022251	CEN014	Central Alberta Co-op Ltd.	\$348.82
026489	2022-08-25	0000000000022252	DIA007	Diana Hendrie	\$240.00
026490	2022-08-25	0000000000022253	DRA002	Drain Doctor	\$698.25
026491	2022-08-25	0000000000022254	FLO01	Flowpoint Environmental System	\$6,865.75
026492	2022-08-25	0000000000022255	GTI001	GTI Petroleum Ltd	\$936.98
026493	2022-08-25	0000000000022256	HIW001	Hi-Way 9 Express Ltd.	\$496.50
026494	2022-08-25	0000000000022257	LIT002	Little Jon's Portable Toilet S	\$131.25
026495	2022-08-25	0000000000022258	NEX002	NextGen Automation	\$360.12
026496	2022-08-25	0000000000022259	PAP001	Best Shredding	\$47.32
026497	2022-08-25	0000000000022260	PER001	Performance Tire & Auto Ltd.	\$3.28
026498	2022-08-25	0000000000022261	PID001	Pidherney's	\$825.14
026499	2022-08-25	0000000000022262	PRO005	PROTEC	\$81.69
026500	2022-08-25	0000000000022263	TEL002	TELUS MOBILITY	\$243.64
026501	2022-08-25	0000000000022264	THE001	The City of Red Deer	\$902.06
026502	2022-08-25	0000000000022265	TRU004	True North Instrument & Electr	\$1,142.46
026503	2022-08-25	0000000000022266	UFA001	UFA	\$1,367.06
Total Cheques:	22			Cheques Total:	\$20,885.00

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Batch ID: CHEQUES
 Batch Comment: Cheques Sept 8/22

Audit Trail Code: PMCHQ00000783
 Posting Date: 2022-09-08

Chequebook ID: ATB - GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
026504	2022-09-08	00000000000022270	ALE002	Alert Safety Services LTD.	\$6,651.75
026505	2022-09-08	00000000000022271	ARC003	Archon IT Services Ltd.	\$2,563.86
026506	2022-09-08	00000000000022272	AUM002	AMSC Insurance Services Ltd.	\$7,792.33
026507	2022-09-08	00000000000022273	CAN11	Canadian Linen and Uniform Ser	\$501.28
026508	2022-09-08	00000000000022274	CEN0015	Central Alberta Window Cleanin	\$425.25
026509	2022-09-08	00000000000022275	CIP01	CIP Office Technology	\$129.36
026510	2022-09-08	00000000000022276	CLO001	Cloverdale Paint Inc.	\$149.97
026511	2022-09-08	00000000000022277	DIA008	Diane Eliuk	\$63.50
026512	2022-09-08	00000000000022278	EAG002	Eagle Light Transport	\$1,575.00
026513	2022-09-08	00000000000022279	ECK023	Eckville Municipal Library	\$12,390.33
026514	2022-09-08	00000000000022280	EMP001	Empringham Disposal Corp.	\$6,956.76
026515	2022-09-08	00000000000022281	EVE003	Everything H2O	\$32.50
026516	2022-09-08	00000000000022282	FLO01	Flowpoint Environmental System	\$103.95
026517	2022-09-08	00000000000022283	KEY001	Key Agventures Inc	\$510.34
026518	2022-09-08	00000000000022284	LAC008	Lacombe County	\$1,551.05
026519	2022-09-08	00000000000022285	LAC010	Lacombe Regional Waste Service	\$690.00
026520	2022-09-08	00000000000022286	LAP001	LAPP	\$2,895.64
026521	2022-09-08	00000000000022287	LIT002	Little Jon's Portable Toilet S	\$787.50
026522	2022-09-08	00000000000022288	MES001	Messer Canada INC.	\$40.53
026523	2022-09-08	00000000000022289	MIS001	Missing Link Internet Inc.	\$367.50
026524	2022-09-08	00000000000022290	REC	Receiver General	\$15,787.11
026525	2022-09-08	00000000000022291	RED010	Red Deer Catholic Regional Div	\$3,372.11
026526	2022-09-08	00000000000022292	SHE005	Sherry Meyers	\$63.50
026527	2022-09-08	00000000000022293	STE008	Sterling Power Systems Inc.	\$4,152.03
026528	2022-09-08	00000000000022294	TEL001	Telus	\$1,198.56
026529	2022-09-08	00000000000022295	THE001	The City of Red Deer	\$656.04
026530	2022-09-08	00000000000022296	TOW012	Town of Penhold	\$4,102.93
026531	2022-09-08	00000000000022297	TWO001	Two H Group	\$270.00
026532	2022-09-08	00000000000022298	WIL001	Wild Rose Assessment Services	\$1,424.15
026533	2022-09-08	00000000000022299	WOL003	Wolf Creek Building Supplies S	\$53.77
Total Cheques:	30			Cheques Total:	\$77,258.60

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WHERE PEOPLE ARE THE KEY

Mtg. Date Sept 13, 2022
Agenda Item 7.3

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING AUGUST 25, 2022

SUNBREAKER COVE WASTEWATER LINE AGREEMENT

In 2021, the Summer Village of Sunbreaker Cove and Lacombe County agreed to jointly fund the design, construction and operation of a wastewater mainline in the Summer Village. The Transmission Line Cost-Share, Construction, Operating, Maintenance and Use Agreement between the Summer Village of Sunbreaker Cove and Lacombe County received Council approval.

PAVING OF RANGE RD. 2-4 – PETITION

A report regarding a petition for the paving of Range Road 2-4 was received for information. The issue of paving Range Road 2-4 will be discussed at the October 4, 2022 Council Committee of the Whole meeting.

BATTLE RIVER WATERSHED ALLIANCE

Lacombe County will support the Battle River Watershed Alliance funding application to the Alberta Community Partnership Grant Program for their Land and Water Advisory Committee Initiative. The Committee was recently created to discuss how municipal statutory plans and land use bylaws can support local and regional land and water management.

Councillor Knight was appointed to the Battle River Watershed Alliance's Land and Water Advisory Committee Initiative for a term of two years.

GULL LAKE CEMETERY – FUNDING REQUEST

A request from the Gull Lake Cemetery for funding in the amount of \$11,420 from Lacombe County towards the acquisition of a new columbarium was presented for Council's consideration. The request did not receive Council approval.

GULL LAKE COMMUNITY LEAGUE – FUNDING REQUEST

Funding of \$25,000 toward the Gull Lake Community League Playground Equipment Replacement Project was approved by Council.

ALIX NATURE TRAIL SOCIETY- BRIDGE REPLACEMENT PROJECT

Funding of \$14,535 toward the Alix Nature Trail Society's Bridge Replacement Project was approved by Council.

TOWN OF BLACKFALDS – CAPITAL PROJECTS FUNDING

Lacombe County will contribute up to \$46,076 to the Town of Blackfalds' annual capital projects at the Abbey Centre and Eagle Builders Centre (Arenas 1 & 2).

UTILITY ACCOUNTS WRITE OFFS

Utility accounts totaling \$9,599.23 were written off as per Council approval. The accounts have been through a number of steps in the collection process and cover the period from 2013 to 2020.

PROPERTY TAX ACCOUNT WRITE OFFS

Property tax accounts totaling \$58,103.24 were written off as per Council approval. These accounts have been reviewed in detail to ensure the balances should be written off.

SOLAR POWER UPDATE

A report was provided with respect to the June 2021 completion by SkyFire Energy of the installation of a 115 kWDC solar PV system on the roof of the Lacombe County shop building. This system includes 288 solar modules, two inverters, and 144 optimizers. Energy use has been reduced by an estimated 72,625 kWh since the installation.

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WHERE PEOPLE ARE THE KEY

MINISTER RON ORR VISIT

Minister Ron Orr provided an update on current government issues, both provincially and within Lacombe County.

Next Regular Council Meeting is
Thursday, September 8, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is
October 4, 2022 – 9:00 a.m.

Lacombe County Administration Building

****For more details from Lacombe County Council meetings, please refer to the meeting minutes. All meeting minutes are posted on the website (www.lacombecounty.com) after approval.**

LRWSC MEETING

August 24, 2022

Time: 1:15 PM

Jacquie Palm-Fraser

Jacquie@eckville.com

Alt: Colleen Ebdon

colleen@eckville.com

Town of Eckville
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Eckville, AB

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Sarah Fahey

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Pam Hansen

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Barb Gilliat

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Grant Creasey &

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Don Gullekson

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Alt: no alternate appointed

City of Lacombe
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Dana Kreil &

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Ken Weenink

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Alt: Dwayne West

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**40123 Range Rd 260 (Prentiss Rd)
RR 4 Box 18 Site 3 LACOMBE, AB T4L 2N4**

Phone: 403.782.8970
Email: admin@lrwsc.ca

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AGENDA

REGULAR BOARD MEETING August 24, 2022 LRWSC Administration Building

1. Call to Order
2. Adopt the Agenda
3. Adopt Minutes of June 22, 2022 Regular Board Meeting (Previously distributed)
4. Waste Haul Summaries for the Months of June & July 2022
5. List of Accounts Paid-To-Date
 - a. YTD Budget to Actual Report – July 2022
 - b. AP Cheque Register – June & July 2022
6. Policy WS (1) Update
7. In Camera – Requisition refund request
8. Manager's Report
9. Next Meeting October 12, 2022
10. Adjournment



UNAPPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD AUGUST 24, 2022

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman Grant Creasey at 1:19 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday August 24, 2022.

Present

Commission Members:

Present:

Village of Alix	Barb Gilliat
Town of Bentley	Pam Hansen
Lacombe County	Dana Kreil
	Ken Weenink
City of Lacombe	Grant Creasey
City of Lacombe	Don Gullekson
Town of Eckville	Jacquie Palm-Fraser
Village of Clive	Sarah Fahey

Others:

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary

Welcome

Chairman Creasey welcomed the Commission Board to the fourth LRWSC board meeting of 2022.

**RWS/30/22
Agenda**

Mr. Creasey asked the Board if there were any additions to the agenda.

6a. Land lease tender results

Moved by Ms. Gilliat to approve the agenda as amended.

Carried Unanimously.

**RWS/31/22
Minutes**

Moved by Ms. Kreil that the minutes of June 22, 2022 Regular Meeting be approved.

Carried Unanimously.

**RWS/32/22
Waste Haul
Summaries**

Administration reviewed the Waste Haul summaries for the months of June & July 2022. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals, how they compare to prior years. Incoming weights are down from last year.
- How compactor totals compare to prior years. Compactor weights are about the same as last year.

Moved by Mr. Weenink that the Waste Haul Summaries for the months of June & July 2022 be received as information by the Commission.

Carried Unanimously.

**RWS/33/22
Accounts Paid
YTD Budget
Comparative List**

Administration reported on the following with the Commission:

- Year to Date Budget Report July 31, 2022.
- Accounts Payable Cheque Listing from

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**Acct. Payable
Cheque Listing**

June. 1 – July 31, 2022.

***Moved by Ms. Hansen that the YTD Budget Comparative to July 31, 2022 be received as information by the Commission.
Carried Unanimously.***

***Moved by Ms. Hansen that the Accounts Payable Cheque Listing from June 1- July 31, 2022 be received as information by the Commission.
Carried Unanimously.***

**RWS/34/22
Policy WS(1) Update**

Mr. Hohn reported to the Commission Board that the revision to Policy WS(1) Requisitions has been completed and he incorporated the changes that the Commission Board members requested at the last board meeting.

LRWSC would like the Requisition system to be fair to both the paying member and LRWSC. Currently, the system in place allows either party to go back up to five years after a current census to receive or refund funds that can be very costly to the member or LRWSC.

Mr. Hohn reported that there was a change to the policy in 2017 that removed the clause "There will be no refund or adjustment to a requisition where a municipality overestimates their population", and replaced it with "If the actual population proves to be lower than the estimated population, a refund will be issued by the Commission in the following year, allowing the Commission to budget for the amount owed."

The current policy is not clear on how far back a Municipality can request a refund, but can only assume that the same rule would apply as if LRWSC was to submit a supplemental requisition for population estimates that were too low.

Mr. Hohn is confident that the proposed changes to policy WS(1) indicating the use of the Government of Alberta/Treasury Board numbers as the base for requisition calculation, will establish a fair Requisition Model with respect to estimating populations to both the Member and LRWSC that prevents either party from having to come up with extra funds due to an incorrect estimate of member populations. Policy WS(1) has been updated as follows:

POLICY

The operation of the Lacombe Regional Waste Services Commission is funded through an annual requisition levied on the participating municipal members. The membership agreement for the Lacombe Regional Waste Services Commission authorizes the Board to determine a system for the equitable sharing of costs by the municipalities.

GUIDELINES/PROCEDURE

1. Requisitions for participating municipalities are to be based on the current population figures or estimated population figures derived from the latest Government of Alberta Population (Alberta Treasury and Finance) data for each municipality and a per capita rate to be established annually by the Board with the adoption of the operating budget.
2. Member Municipalities have until June 30th each year to advise LRWSC if they have a disagreement with the latest population data provided by the Alberta Treasury and Finance Board – Alberta Population Estimates – Municipal Population Estimates.
3. The LRWSC Board will have final decision with population disputes.

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**RWS/35/22
Land Lease Tender
Results**

**Moved by Ms. Gilliat that the Commission Board approve the updated Policy WS(1) as presented.
Carried Unanimously**

Mr. Hohn reported to the Commission Board that Administration opened up an invitation for tenders for the lease of lands located at W1/2 7-40-25 W4 of approximately ±191.00 acres as the existing 5-Year lease is due to expire on March 31, 2023. A new lease will extend the lease period from April 1, 2023 and expiring on March 31, 2028.

Ads were placed in the County News, and on our website inviting all interested parties to submit bids for the lease of the lands by August 19, 2022. Four interested parties submitted the following bids:

Bidder	Per Acre Bid	191 Acre Parcel Bid
*South Shore Enterprises Ltd.	\$183.00	\$34,953.00
7D Farms	\$175.00	\$33,425.00
Century Double K Farms	\$140.00	\$26,740.00
East Acre Farms	\$132.00	\$25,212.00

*** Current Lessee**

South Shore Enterprises Ltd holds the current lease that expires March 31, 2023. They are currently paying \$152.80 per acre for 194.00 acres.

South Shore Enterprises Ltd. submitted the highest bid at \$183.00 per acre, followed by 7D Farms at \$175.00 per acre.

Mr. Hohn reported that Administration received feedback during the tender process that having the same lessee for extended periods of time discourages interested parties from submitting future bids as they feel they are wasting their time.

South Shore Enterprises Ltd. has held the lease for 13 years and has been good to deal with overall. However, manure that was spread on the lands last year contained lots of shredded silage wrap and tires that we picked up this spring. Ms. Kreil requested that Administration ensure that the lease has conditions in it that addresses land contamination by the tenant.

7D Farms has submitted a fairly comparable tender, and we feel that allowing another lessee to be awarded the lease, gives more opportunities for other operations to grow.

Moved by Ms. Kreil that the Commission Board accept the five-year tender from 7D Farms to lease the 191.00 acres for the amount of \$175.00 per acre.

Carried Unanimously

**Time 1:49 pm
RWS/36/22
In-Camera**

In-Camera Discussion – Requisition Refund Request

**Moved by Ms. Gilliat to move out of In-Camera
Time 2:49 p.m.**

Mr. Weenink moves that Administration pay the City of Lacombe \$98,020.00 in the form of a cheque with a letter to be signed that the matter is closed and dealt with, with no recourse, to be funded from Unrestricted Surplus.

Carried Unanimously

**RWS/37/22
Manager's Report**

Mr. Hohn reported on the following Manager's Report to July 31, 2021. The highlights are as follows:

- Staffing – Mr. Hohn and one other staff member have completed the requirements to renew their Landfill Operators Certificates which are valid until December 2025.
- Mattress Recycling – Administration has reached out U-Haul locally to see if they are interested in the felt pads from the mattresses and we awaiting their response.
- Compost Facility – Ultimate Services is waiting on their Indigenous Survey to be completed.
- Site Improvements – Cleanup of the burn pits at Bentley and Eckville sites has been completed. An order of 130MT of gravel has been delivered to Bentley to improve the turnaround area for the burn pits. An order of 225MT of gravel was delivered to Prentiss to improve roads for public access.
- Site Vegetation Control – We have an agreement with Lacombe County to spray all of our sites and they have now been completed.
- Lacombe County Campsites – we are working with Lacombe County to identify all campgrounds within the County borders. Future meetings will be held with Lacombe County to discuss the best way for the Commission to be compensated for the additional waste that is generated from all of these sites. There are approximately 1000 individual campsites within 13 campgrounds in Lacombe County.
- Sandy Point Seasonal Residents – Mr. Hohn is working with Lacombe County to decide on the best way for the Commission to be compensated for the waste generated at Sandy Point. The seasonal residents are not counted in Lacombe County population numbers; therefore, the Commission is not paid for that waste. Currently there are 275 seasonal residents for 22 weeks at Sandy Point.
- Seacan Containers – Administration has relocated the 40' sea can to the Prentiss site and sold the 20' back to the place it was purchased from as they were not serving the intended purposes at the sites as they were constantly being broken into and damaged.

Moved by Ms. Palm-Fraser that the Managers Report be received as information by the Commission.

Carried Unanimously.

Next Meeting

The next regular meeting of the Commission will be held October 12, 2022 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

**RWS/38/22
Adjourn**

Moved by Mr. Gullekson that the meeting adjourns.

**Time: 3:18 p.m.
Carried Unanimously.**

Chairperson

Manager

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APPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD JUNE 22, 2022

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman Grant Creasey at 1:15 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday June 22, 2022.

Present

Commission Members:

Present:

Village of Alix	Barb Gilliat
Town of Bentley	Lenore Eastman
Lacombe County	Dana Kreil
	Ken Weenink
City of Lacombe	Grant Creasey
Town of Eckville	Jacquie Palm-Fraser
Village of Clive	Sarah Fahey

Regrets:

Don Gullekson	City of Lacombe
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Others:

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary

Welcome

Chairman Creasey welcomed the Commission Board to the third LRWSC board meeting of 2022.

**RWS/21/22
Agenda**

Mr. Creasey asked the Board if there were any additions to the agenda.

8a. Chairmans Report

Moved by Ms. Kreil to approve the agenda as amended. Carried Unanimously.

**RWS/22/22
Minutes**

Moved by Ms. Gilliat that the minutes of April 27, 2022 Regular Meeting be approved. Carried Unanimously.

**RWS/23/22
Waste Haul
Summaries**

Administration reviewed the Waste Haul summaries for the months if April & May 2022. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals, how they compare to prior years.
- How compactor totals compare to prior years.

Moved by Ms. Eastman that the Waste Haul Summaries for the months of April & May 2022 be received as information by the Commission. Carried Unanimously.

**RWS/24/22
Accounts Paid
YTD Budget
Comparative List
Acct. Payable
Cheque Listing**

Administration reported on the following with the Commission:

- Year to Date Budget Report May 31, 2022.
- Accounts Payable Cheque Listing from Apr. 1 – May 31, 2022.

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Moved by Ms. Palm-Fraser that the YTD Budget Comparative to May 31, 2022 be received as information by the Commission.

Carried Unanimously.

Moved by Ms. Palm-Fraser that the Accounts Payable Cheque Listing from April 1- May 31, 2022 be received as information by the Commission.

Carried Unanimously.

**RWS/25/22
Policy WS(1) Update**

Mr. Hohn reported to the Commission Board that Policy WS(1) Requisitions, is in need of updating.

The operation of the Lacombe Regional Waste Services Commission is funded through an annual requisition levied on the participating municipal members. Currently members are asked to submit their estimated populations annually in order for the requisition amount for that member to be calculated for the next budget year. CAO's of each member municipality would submit their estimated population to administration at LRWSC and those numbers are used for the next budget year. Members usually rely on using the Municipal populations numbers or in house records for these estimates. Now that the Alberta Government is no longer doing a municipal census, a more clear and consistent methodology needs to be adopted. The current methodology in place also leaves too much room for error.

Administration proposes that the Policy WS(1) be updated with a system that has a simpler and more accurate way of calculating populations which would be fair to both the members and LRWSC and prevents either party from having to come up with extra funds due to an incorrect estimate of member populations.

The Commission Board discussed the various databases available and which database they used for determining population. Most member communities are utilizing the Government of Alberta Population (Alberta Treasury and Finance) numbers as they are more accurate than the Federal Census numbers. This database is also the same one that the Alberta Government is using for funding. Using these database numbers would ensure that the population numbers are more accurate, consistent and transparent.

Mr. Weenink also suggested that including a clause in the policy that if a member did not agree with the Alberta Treasury and Finance numbers posted, then they would have until June 30th of that calendar year to bring any discrepancies forward to Administration. If a member had a concern with the numbers being used, then they could take their concerns to the LRWSC Commission Board for a resolution.

Moved by Mr. Weenink that Administration updates Policy WS(1) to utilize the Government of Alberta/Treasury Board numbers as the base for requisition calculation and to present it at the next Commission Board meeting.

Carried Unanimously

**RWS/26/22
Amendment to
Policy WS(4)**

Mr. Hohn proposed a change to the operating hours at our Alix/Mirror transfer site. The current hours of the site are Thursday to Saturday from 9:00am to 4:45pm which is three full days per week and the main basis to these hours was to accommodate a former staff member. The other three remote sites (Eckville, Bentley, and Spruceville) are open 2 ½ days per week, with Saturdays being a half day.

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Eckville and Bentley are the two busiest sites on Saturdays, followed by Alix/Mirror, and then Spruceville. Site usage on Saturdays was tracked from June to August of 2021 for all of the remote sites. Consistently, Bentley was the highest, averaging 100-120 vehicles in the half day being open. Eckville was second, averaging 80-100 vehicles in the half day being open, and Alix/Mirror was third, averaging 70-90 vehicles in the whole day being open. All three sites accept the same waste and recycling items. The Eckville Site is 63km from the Prentiss Landfill, the Bentley Site is 36km from the Prentiss Landfill, and the Alix/Mirror Site is 33km from the Prentiss Landfill.

Mr. Hohn proposed that reducing the Alix/Mirror Site to half a day on Saturday (1:00pm to 4:45pm) starting October 1, 2022 would realize a cost savings in wages, as only four staff (instead of five) members would be required to work Saturdays at all of our sites. One attendant would work in Eckville in the morning and Bentley in the afternoon, and another attendant would work Spruceville in the morning and Alix/Mirror in the afternoon, and two attendant's work at Prentiss all day.

In addition to changing the hours of the Alix/Mirror Site to 1:00pm to 4:45pm on Saturdays, there would also be a change the Spruceville Site hours to open 30 minutes earlier on Saturdays to allow the attendant time to travel to the Alix/Mirror Site in the afternoon.

The proposed operating hours of the Spruceville - Alix/Mirror Sites and the Eckville – Bentley Sites would then become the same on Saturdays (8:00am to 11:45am, and 1:00pm to 4:45pm) starting October 1, 2022.

If approved administration would provide the necessary information to inform the areas affected, such as the County News, our website, pamphlets to include in utility bills for Alix and Clive, and signage at the Alix/Mirror Transfer Site.

Moved by Mr. Weenink that the Commission Board adopt the changes to the LRWSC Requisition WS(4) as presented. Carried Unanimously

**RWS/27/22
Manager's Report**

Mr. Hohn reported on the following Manager's Report to May 31, 2021. The highlights are as follows:

- Staffing – We have let a staff member go during their probation period and have hired a full-time replacement for June 1.
- Staff training – The Commission Manager and one other staff member completed a Landfill Fire Training Course on June 1, 2022.
- Mattress Recycling – We have hired a full-time staff member to dismantle the mattresses received on site. The metal will be recycled and the remaining material will be directed to the landfill.
- Compost Facility – Administration is currently waiting on our Disposition Renewal with Alberta Public Lands. Ultimate Services is also in the process of obtaining their sublease from Alberta Public Lands. Agreements have been signed in regards to rent of land and a guaranteed tipping fee rate of \$45/MT for 5 years once the plant becomes operational.
- Recycled Plastics – Terracore Plastics has delivered bins to Prentiss to collect #1, #2, and #5 plastics to be recycled into composite wood products.
- City of Lacombe Requisition Refund – The City of Lacombe has brought forth information that they have overestimated their

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population and are requesting a refund on requisition fees. Negotiations between the LRWSC Commission Board, Administration and The City of Lacombe will need to be held to determine how much, if any, funds are to be refunded.

- Deck Over Trailer – Our new trailer was completed May 4th and final cost came in at \$28,806.00
- Temporary Staffing – we hired two temporary staff to pick litter at our sites May 30th and June 2, 2022.
- Recycling Education – Administration is working with Waste Management and Waste Connections to develop a recycling education program to be included in utility bills, and other media platforms. The information will lay out the do's and don'ts for recycling and information on what will happen to the material if not properly separated or contaminated.
- The lease of the farmable acreage at the Prentiss landfill expires March 31, 2023. The area will be put out to public tender early August and awarded at the August 24th meeting to ensure that the new leaseholder will have ample time to order seed for the next crop year.
- Ms. Kreil asked for clarification on how silage wrap is disposed of at the satellite sites and what tire sizes are accepted at those sites. Mr. Hohn clarified that bundles of silage wrap that are brought in are to be placed in the spare rubble bins, off to one side of the bin to ensure that there is enough room for other residents to put their rubble in. Tires with a rim size of 39 inches or less and off of the rim are accepted. Oversize tires may be accepted at the Prentiss transfer site.

Moved by Ms. Gilliat that the Managers Report be received as information by the Commission.

Carried Unanimously.

***RWS/28/22
Chairmans Report***

Mr. Creasey gave a brief update to the Commission Board about how the Sustane plant in Nova Scotia was doing.

He explained to the new board members what kind of company Sustane was, and how their plan was to process MSW at their plant in Nova Scotia, with the end product being diesel and feed pellet stock.

Along with the challenges of the pandemic, there was a problem with a component in the continuous feed in the system that they are currently working on replacing with a different component. They hope to have the problem solved soon and to have the system up and running in the near future so that they can begin processing the areas solid waste.

Moved by Ms. Gilliat that the Chairmans Report be received as information by the Commission.

Carried Unanimously.

Next Meeting

The next regular meeting of the Commission will be held August 24, 2022 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

***RWS/29/22
Adjourn***

Moved by Ms. Kreil that the meeting adjourns.

***Time: 3:27 p.m.
Carried Unanimously.***

Chairperson

Manager

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LACOMBE REGIONAL WASTE SERVICES COMMISSION

WASTE HAUL SUMMARY

FOR THE MONTH OF: JUNE 2022



COMPACTOR WASTE

FROM	2022		HISTORY - YTD TONNES							
	TONNES	YTD TONNES	2021	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	87.550	428.30	517.98	428.26	473.99	508.31	479.25	506.26	480.62	516.58
BENTLEY	65.065	289.79	302.78	282.47	287.02	302.74	290.12	271.59	312.27	334.57
SPRUCEVILLE	36.505	194.80	195.40	198.98	194.76	252.97	263.20	308.90	293.44	328.12
PRENTISS	667.240	3240.64	3328.35	3494.04	3302.11	3,122.39	3,259.73	3,076.94	3,247.94	3,436.67
ALIX/MIRROR	12.930	123.35	136.03	173.98	153.04	176.63	183.78	163.43	184.62	205.73
TOTAL	869.290	4276.87	4480.54	4577.73	4410.92	4,363.04	4,476.08	4,327.12	4,518.89	4,821.67

Agreed

DRY RUBBLE TO PRENTISS LANDFILL

FROM	2022		HISTORY - YTD TONNES							
	TONNES	YTD TONNES	2021	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	21.923	97.64	108.15	114.17	122.04	122.46	150.83	158.99	147.92	Month End Totals Only
BENTLEY	18.550	101.65	120.66	143.32	121.74	123.90	139.49	129.54	139.97	
SPRUCEVILLE	16.475	61.49	61.57	80.07	72.96	88.19	100.86	92.74	97.88	
PRENTISS	814.265	3,853.97	4,350.60	4,068.89	4,053.70	3,136.48	3,486.61	4,193.07	5,229.38	
ALIX/MIRROR	46.670	121.94	110.05	116.33	102.39	110.65	128.73	114.04	125.86	
TOTAL	917.883	4,236.70	4,751.03	4,522.78	4,472.83	3,581.68	4,006.52	4,688.38	5,741.01	

WASTE METAL

FROM	2022		HISTORY - YTD TONNES							
	TONNES	YTD TONNES	2021	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	7.950	41.88	36.93	52.83	29.63	31.84	37.69	44.19	42.11	37.10
BENTLEY	8.150	25.33	33.15	46.62	31.51	27.10	31.93	21.41	25.99	25.85
SPRUCEVILLE	2.735	10.02	14.99	19.93	16.40	19.57	14.55	17.96	20.75	17.18
PRENTISS	16.225	130.19	91.93	77.51	74.19	68.97	90.60	103.89	92.24	89.05
ALIX/MIRROR	3.320	18.46	32.51	35.26	26.20	23.27	18.05	28.78	29.00	25.32
TOTAL	38.380	225.87	209.51	232.15	177.93	170.75	192.82	216.23	210.09	194.50

OTHER PRODUCTS - PRENTISS SITE

	2022	
	TONNES	YTD TONNES
BURNABLE	260.159	676.345
METAL	41.205	228.693
CONCRETE	17.264	198.217
SHINGLES	24.417	62.206
TOTAL	343.045	1165.461

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LACOMBE REGIONAL WASTE SERVICES COMMISSION

WASTE HAUL SUMMARY

FOR THE MONTH OF: JULY 2022



COMPACTOR WASTE

FROM	2022		HISTORY - YTD TONNES							
	TONNES	YTD TONNES	2021	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	83.705	512.01	615.99	523.53	589.90	602.76	575.12	599.84	591.71	622.34
BENTLEY	67.885	357.67	345.65	331.41	367.43	358.08	339.67	330.46	377.84	398.84
SPRUCEVILLE	62.720	257.52	239.68	245.80	279.80	307.24	309.06	365.34	365.08	421.49
PRENTISS	685.910	3926.55	3989.05	4235.52	4024.38	3,789.12	3,835.95	3,667.02	3,892.83	4,149.89
ALIX/MIRROR	27.200	150.55	161.86	203.74	197.78	210.52	207.42	200.48	232.71	239.99
TOTAL	927.420	5204.29	5352.23	5540.00	5459.29	5,267.72	5,267.22	5,163.14	5,460.17	5,832.55

DRY RUBBLE TO PRENTISS LANDFILL

FROM	2022		HISTORY - YTD TONNES							
	TONNES	YTD TONNES	2021	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	19.000	116.64	130.81	140.35	154.00	143.58	183.43	186.66	184.34	Month End Totals Only
BENTLEY	23.975	125.63	141.96	171.60	151.62	151.88	165.82	161.34	171.79	
SPRUCEVILLE	14.230	75.72	71.77	93.03	89.45	101.93	116.12	110.18	119.30	
PRENTISS	722.006	4,575.98	5,272.30	4,873.09	5,601.51	3,897.68	4,252.61	5,038.69	6,076.36	
ALIX/MIRROR	18.910	140.85	133.58	147.04	123.65	129.34	153.56	135.71	154.44	
TOTAL	798.121	5,034.82	5,750.42	5,425.11	6,120.23	4,424.41	4,871.54	5,632.58	6,706.23	

WASTE METAL

FROM	2022		HISTORY - YTD TONNES							
	TONNES	YTD TONNES	2021	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	4.585	46.46	43.65	62.79	38.45	41.02	47.89	52.03	54.40	47.18
BENTLEY	5.015	30.35	44.58	54.56	42.77	36.66	38.35	26.49	30.58	33.25
SPRUCEVILLE	1.245	11.26	16.43	25.64	20.42	23.64	19.84	21.83	22.87	20.99
PRENTISS	14.926	145.12	106.87	101.31	86.58	84.42	109.32	125.00	115.26	113.54
ALIX/MIRROR	3.655	22.11	37.16	40.91	31.43	28.42	22.82	31.04	35.89	32.95
TOTAL	29.426	255.29	248.69	285.21	219.65	214.16	238.22	256.39	259.00	247.91

OTHER PRODUCTS - PRENTISS SITE

	2022	
	TONNES	YTD TONNES
BURNABLE	145.163	821.508
METAL	33.678	262.371
CONCRETE	17.310	215.527
SHINGLES	40.193	102.399
TOTAL	236.344	1401.805

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Lacombe Regional Waste Services Commission

Year to Date Budget Report

at July 31, 2022



LRWSC

	Year to Date	Budget	Difference	% Budget
REVENUE				
SALES AND USER CHARGES				
Dry Rubble Disposal Fees	211,532.72	330,000.00	118,467.28	64.10
White Goods Disposal Fees	12,060.00	25,000.00	12,940.00	48.24
Shingle Disposal Fees	8,258.44	15,000.00	6,741.56	55.06
Recycled Waste	18,189.45	40,000.00	21,810.55	45.47
TOTAL SALES AND USER CHARGES	250,040.61	410,000.00	159,959.39	60.99
OTHER REVENUE FROM OWN SOURCES				
Penalties & Costs	98.10	100.00	1.90	98.10
Interest on Investments	23,789.97	18,000.00	-5,789.97	132.17
Other Revenue (Incl. Dow funding and Ins. Payout)	14,783.17	33,650.00	18,866.83	43.93
Contribution from Surplus	0.00	0.00	0.00	0.00
Land Rentals	29,643.20	29,640.00	-3.20	100.01
TOTAL OTHER REVENUE FROM OWN SOURCE	68,314.44	81,390.00	13,075.56	83.93
GOVERNMENT TRANSFERS				
Aspen Beach Provincial Park	4,519.76	4,340.00	-179.76	104.14
Lacombe County	336,147.50	672,300.00	336,152.50	50.00
City of Lacombe	485,160.00	970,320.00	485,160.00	50.00
Town of Eckville	37,797.50	75,600.00	37,802.50	50.00
Town of Bentley	35,035.00	70,070.00	35,035.00	50.00
Village of Alix	23,855.00	47,710.00	23,855.00	50.00
Village of Clive	23,237.50	46,480.00	23,242.50	49.99
Summer Villages	54,990.60	53,340.00	-1,650.60	103.09
TOTAL GOVERNMENT TRANSFERS	1,000,742.86	1,940,160.00	939,417.14	51.58
TOTAL REVENUE	1,319,097.91	2,431,550.00	1,112,452.09	54.25

Lacombe Regional Waste Services Commission

Year to Date Budget Report

at July 31, 2022



LRWSC

	Year to Date	Budget	Difference	% Budget
EXPENSE				
SALARY, WAGES AND BENEFITS				
Salary and Wages	487,747.04	898,400.00	410,652.96	54.29
Employer Contributions	118,022.19	203,250.00	85,227.81	58.07
Staff Training	869.96	5,000.00	4,130.04	17.40
TOTAL SALARY, WAGES AND BENEFITS	606,639.19	1,106,650.00	500,010.81	54.82
CONTRACTED & GENERAL SERVICES				
Taxable Benefits, Travel & Meals	5,983.06	13,650.00	7,666.94	43.83
Membership Fees	416.25	1,030.00	613.75	40.41
Postage and Courier	255.65	500.00	244.35	51.13
Telephone and Communication	8,314.16	11,080.00	2,765.84	75.04
Administration	13,515.20	25,500.00	11,984.80	53.00
Recycling Costs *	50,222.52	141,320.00	91,097.48	35.54
Professional Services	15,865.70	23,500.00	7,634.30	67.51
Site Disposal Contract (WDML)	115,475.49	256,500.00	141,024.51	45.02
Repair and Maintenance - Site - Labour	23,190.84	65,000.00	41,809.16	35.68
Repair and Maintenance - Equipment - Labour	37,602.45	110,000.00	72,397.55	34.18
Contracted Equipment Hiring	6,010.22	21,000.00	14,989.78	28.62
Rentals	441.67	2,500.00	2,058.33	17.67
Insurance, Taxes and Advertising	13,072.52	21,430.00	8,357.48	61.00
TOTAL CONTRACTED & GENERAL SERVICES	290,365.73	693,010.00	402,644.27	41.90
GOODS, SUPPLIES & UTILITIES				
Goods and Supplies	8,485.25	15,610.00	7,124.75	54.36
Small Tools and Equipment	2,069.07	5,000.00	2,930.93	41.38
Fuel and Lubricants	95,385.09	163,240.00	67,854.91	58.43
Tires	14,170.89	30,000.00	15,829.11	47.24
Vehicle Parts & Batteries	37,590.05	42,000.00	4,409.95	89.50
Site Supplies	17,975.10	30,000.00	12,024.90	59.92
Utilities	20,659.50	40,000.00	19,340.50	51.65
TOTAL GOODS, SUPPLIES & UTILITIES	196,334.95	325,850.00	129,515.05	60.25

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Lacombe Regional Waste Services Commission
Year to Date Budget Report
at July 31, 2022



	Year to Date	Budget	Difference	% Budget
TRANSFER PAYMENTS				
Transfer to Capital	0.00	6,000.00	6,000.00	0.00
Reserve Contributions	0.00	293,540.00	293,540.00	0.00
TOTAL TRANSFER PAYMENTS	0.00	299,540.00	299,540.00	0.00
FINANCIAL SERVICES CHARGES				
Bank Charges and Interest	2,705.90	6,500.00	3,794.10	41.63
Write-off Doubtful Accounts	0.00	0.00	0.00	0.00
Loss on disposal of Capital Assets	0.00	0.00	0.00	0.00
TOTAL FINANCIAL SERVICES CHARGES	2,705.90	6,500.00	3,794.10	41.63
TOTAL EXPENSE	1,096,045.77	2,431,550.00	1,335,504.23	45.08
CURRENT YEAR SURPLUS/(DEFICIT)	223,052.14	0.00	-223,052.14	

*Summary of Recycling Costs Expense	
Description	Amount
Diversionsary Credit	22,306.71
CITY OF LACOMBE	19,551.45
LACOMBE COUNTY	1,405.71
TOWN OF BENTLEY	1,349.55
TOWN OF ECKVILLE	-
VILLAGE OF ALIX	-
VILLAGE OF CLIVE	-
Other	27,915.81
CHEMCO (WOOD GRINDING)	-
D&M CONCRETE	-
PROMETAL	-
SINCLAIR - FREON	-
DBS ENVIRONMENTAL	7,006.81
RE-MATT	20,909.00
Grand Total	50,222.52

As per request, the above itemized breakdown of Recycling Costs has been provided.

Please note that the majority of urbans don't claim their diversionsary credits until year-end.

Lacombe Regional Waste Services Commission
Cheque Log
June 1 - July 31, 2022

Cheque No.	Cheque Date	Payee	Amount
2236	09-06-2022	1st Star Electric Systems Ltd. - Prentiss compactor	407.40
2237	09-06-2022	Ancoma Scales - wireless scale screen	1,375.50
2238	09-06-2022	ARBY'S GLASS - windshield	451.50
2239	09-06-2022	BDO CANADA LLP - Audit	11,291.18
2240	09-06-2022	BEMOCO LAND SURVEYING LTD. - survey out weatherstation	315.00
2241	09-06-2022	CANOE PROCUREMENT GROUP OF CANADA - fuel	9,257.13
2242	09-06-2022	CITY OF LACOMBE - diversionary credit	3,427.27
2243	09-06-2022	DBS ENVIRONMENTAL - household hazardous	2,369.01
2244	09-06-2022	DIRECT ENERGY BUSINESS - electricity	2,422.81
2245	09-06-2022	KAL TIRE - tire repairs and tires	746.24
2246	09-06-2022	LACOMBE SIGNMASTERS - sign	166.82
2247	09-06-2022	LACOMBE COUNTY - May payroll	82,750.86
2248	09-06-2022	LO COST PROPANE - propane tank rental	157.50
2249	09-06-2022	RE-MATT INC - mattress recycling	2,991.45
2250	09-06-2022	Rope & Tye Mechanical Ltd - truck repair	5,097.94
2251	09-06-2022	SERVUS CREDIT UNION	2,549.36
		postage - 147.68	
		Web & Internet - 179.79	
		Sage - 396.88	
		lunch & gloves - 396.18	
		Parts and straps - 167.69	
		Hydraulic fittings - 177.98	
		Plates - 116.74	
		Coffee supplies - 81.08	
		Parts - 765.66	
		Lube - 101.85	
		Site supplies - 17.83	
2252	09-06-2022	TELUS - phone	152.09
2253	09-06-2022	TELUS MOBILITY - Cellular	469.98
2254	09-06-2022	UFA Co-Operative Limited - Fuel	436.31
2255	21-06-2022	ROD CLARKE - battery cables	50.00
2256	05-07-2022	Ancoma Scales - cable	63.42
2257	05-07-2022	CANOE PROCUREMENT GROUP OF CANADA - Fuel	3,563.51
2258	05-07-2022	CITY OF LACOMBE - diversionary credit	3,647.61
2259	05-07-2022	CURR CORNER AUTOMOTIVE - truck repair	1,437.59
2260	05-07-2022	DIRECT ENERGY BUSINESS - electricity	2,421.49
2261	05-07-2022	KAL TIRE - tire repair	86.84
2262	05-07-2022	LACOMBE SIGNMASTERS - signs	1,000.94
2263	05-07-2022	NEW WEST FREIGHTLINER INC. - truck repairs	2,913.95
2264	05-07-2022	RE-MATT INC - mattress recycling	9,444.75

2265	05-07-2022	Rope & Tye Mechanical Ltd - truck repair	483.00
2266	05-07-2022	SWANA Northern Lights Chapter - membership renewal	262.50
2267	05-07-2022	TELUS - phone	151.14
2268	05-07-2022	TELUS MOBILITY - cellular	469.98
2269	05-07-2022	WORKERS COMPENSATION BOARD ALBERTA - premium payment	2,123.73
2270	05-07-2022	SERVUS CREDIT UNION	4,981.93
		Temporary labour - 964.11	
		Board meeting - 27.17	
		pump parts/files/knives - 685.35	
		returns - cables (164.88)	
		course - 31.49	
		Web & Internet & GPS - 1477.59	
		Sage - 396.88	
		Coffee supplies & coveralls - 320.96	
		tools - 469.23	
		hydraulic fluid - 207.64	
		ext cords & wasp spray - 566.39	
2271	25-07-2022	ROBIN STUDER - tires	300.00
			160,237.73



LRWSC

AGENDA ITEM

Lacombe Regional Waste Services Commission

Requisition Policy Update WS(1)

DATE: August 24, 2022

BACKGROUND:

The operation of the Lacombe Regional Waste Services Commission is funded through an annual requisition levied on the participating municipal members.

The membership agreement for the Lacombe Regional Waste Services Commission authorizes the Board to determine a system for the equitable sharing of costs by the municipalities. Members pay a requisition to LRWSC on a per capita basis, and does require members to estimate their populations outside of Census years.

The per capita system was developed in 1984, with the first change in 2002 to address sudden and unpredictable changes in member populations. The policy that was adopted in February of 2002, was replaced in 2013, and again in 2017 with the current Requisition Policy WS(1).

The current policy is not clear on refunding funds to members should their populations be determined to be lower by a census than estimated.

ANALYSIS:

LRWSC would like the Requisition system to be fair to both the paying member and LRWSC. Currently, the system in place allows either party to go back up to five years after a current census to receive or refund funds that can be very costly to the member or LRWSC.

The change to the policy in 2017 removed the clause "There will be no refund or adjustment to a requisition where a municipality overestimates their population", and replaced it with "If the actual population proves to be lower than the estimated population, a refund will be issued by the Commission in the following year, allowing the Commission to budget for the amount owed."

The policy is not clear on how far back a Municipality can request a refund, but can only assume that the same rule would apply as if LRWSC was to submit a supplemental requisition for population estimates that were too low.

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The proposed changes to policy WS(1) establish a fair Requisition Model with respect to estimating populations to both the Member and LRWSC that prevents either party from having to come up with extra funds due to an incorrect estimate of member populations.

RECOMMENDATION:

The Commission Board approve the changes to the LRWSC Requisition WS(1) policy.



POLICY

Lacombe Regional Waste Services Commission	Policy No. WS(1)	Page 1 of 1
Policy Title Requisitions		

Board Resolution No. RWS/49/17	Date: August 24, 2022	Cross Reference RWS 31/13	Effective TBD
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POLICY

The operation of the Lacombe Regional Waste Services Commission is funded through an annual requisition levied on the participating municipal members. The membership agreement for the Lacombe Regional Waste Services Commission authorizes the Board to determine a system for the equitable sharing of costs by the municipalities.

GUIDELINES/PROCEDURE

1. Requisitions for participating municipalities are to be based on the current population figures or estimated population figures derived from the latest Government of Alberta Population (Alberta Treasury and Finance) data for each municipality and a per capita rate to be established annually by the Board with the adoption of the operating budget.
2. Member Municipalities have until June 30th each year to advise LRWSC if they have a disagreement with the latest population data provided by the Alberta Treasury and Finance Board – Alberta Population Estimates – Municipal Population Estimates.
3. The LRWSC Board will have final decision with population disputes.



LRWSC

AGENDA ITEM

Lacombe Regional Waste Services Commission

Results of 5-Year Lease Tender

DATE: August 24, 2022

RESULTS OF 5-YEAR LEASE TENDER

Lacombe Regional Waste Services Commission opened up an invitation for tenders for the lease of lands located at W1/2 7-40-25 W4 of approximately ±191.00 acres as the existing 5-Year lease is due to expire on March 31, 2023. A new lease will extend the lease period from April 1, 2023 and expiring on March 31, 2028.

Ads were placed in the County News, and on our website inviting all interested parties to submit bids for the lease of the lands by August 19, 2022. Four interested parties submitted the following bids:

Bidder	Per Acre Bid	191 Acre Parcel Bid	162 Acre Parcel Bid
*South Shore Enterprises Ltd.	\$183.00	\$34,953.00	\$29,646.00
7D Farms Dave Law	\$175.00	\$33,425.00	\$28,350.00
Century Double K Farms	\$140.00	\$26,740.00	\$22,680.00
East Acre Farms	\$132.00	\$25,212.00	\$21,384.00

*** Current Lessee**

Analysis

South Shore Enterprises Ltd holds the current lease that expires March 31, 2023. They are currently paying \$152.80 per acre for 194.00 acres.

South Shore Enterprises Ltd. submitted the highest bid at \$183.00 per acre, followed by 7D Farms at \$175.00 per acre. We have received feedback during the tender process that having the same lessee for extended periods of time discourages interested parties from submitting future bids as they feel they are wasting their time.

South Shore Enterprises Ltd. Has been good to deal with for the most part, but we have had to contact them to remind them to provide details that they are required to give us according to the contract.

Furthermore, South Shore Enterprises Ltd. spread manure on the lands last year and left lots of shredded silage wrap all over the land that we picked up this spring.

7D Farms has submitted a fairly comparable tender, and we feel that allowing another lessee to be awarded the lease, gives more opportunities for other operations to grow.

The 191-acre column represent the total leasable lands available, while the 162-acre column represents the total leasable lands available should the third party compost facility get approval.

Recommendations

The Commission Board accept the five-year tender from 7D Farms to lease the 191.00 acres for the amount of \$175.00 per acre.



LRWSC
AGENDA ITEM

Lacombe Regional Waste Services Commission

Manager's Report

DATE: August 24, 2022

Staff Training:

Myself and one other staff member have completed the requirements to renew our Landfill Operator Certificates. They are now valid until December 2025.

Mattress Recycling:

We have reached out to U-Haul locally to see if they are interested in the felt pads from the mattresses, they have yet to get back to us.

Compost Facility:

Ultimate Services is waiting on their Indigenous Survey to be completed, otherwise no new developments.

Site Improvements:

Clean up of the burn pits at the Bentley, and Eckville sites has been completed with the use of our excavator.

An order of 130MT of gravel was delivered to Bentley to improve the turnaround area for the burn pits.

An order of 225MT of gravel was delivered to Prentiss to improve roads for public access.

Site Vegetation Control:

We have an agreement with Lacombe County to spray all of our sites for problem vegetation. All sites have now been sprayed this summer.

Lacombe County Campsites:

We are working with Lacombe County to identify all campgrounds within Lacombe County borders. Currently summer villages and some campgrounds are in the requisition model; however, some are not. A formula has been developed to account for the waste that comes in from the campgrounds.

We will have further meetings with Lacombe County to discuss the best way for the Commission to be compensated for the waste that is generated from these sites. There are approximately 1000 individual campsites within 13 campgrounds in Lacombe County that we have identified. The camping season averages 16 weeks per year.

Sandy Point Seasonal Residents:

We are working with Lacombe County to decide on the best way for the Commission to be compensated for the waste generated at Sandy Point. The seasonal residents are not counted in Lacombe County population numbers; therefore, the Commission is not paid for that waste. Currently, there are 275 seasonal residents for 22 weeks at Sandy Point.

Farm Land Lease at Prentiss:

The 5-year lease agreement will be expiring March 31st of 2023. We have put forth a request for tender for another 5-year lease in July to give sufficient time to receive bids. The closing date is August 19, 2022 at 4:00pm.

Seacan Containers:

The two sea can containers that we bought in 2020 for the Bentley and Eckville sites were no longer serving a purpose at those sites. We had purchased them to be able to lock items for those sites inside.

However, we were unable to keep the containers locked as trespassers continuously cut off the locks even though there were inside lock boxes.

The 20' container from Eckville was sold back to the place we purchased it from for \$2750.00 (the same price we paid to purchase it), and we had the same company haul the 40' container from Bentley to the Prentiss Site at no charge, to use for storage of items with no real value, but useful to the Commission (used tires, boards, etc).

RECOMMENDATION:

That the Commission Board receive this as information.

QUARTERLY REPORT - 2022

Town of Eckville

Mtg. Date

Sept 12, 2022

Agenda Item

7.5



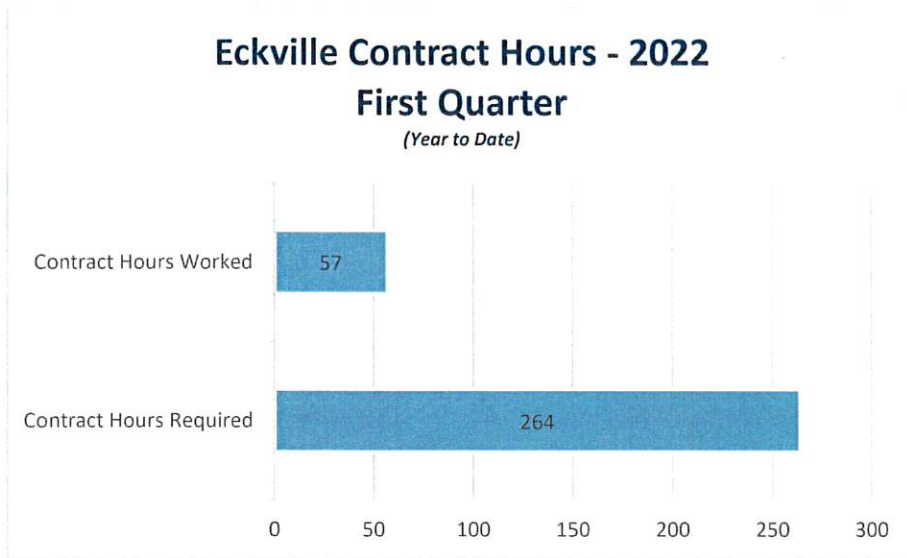
AUGUST 18, 2022

Lacombe County – CPO Services

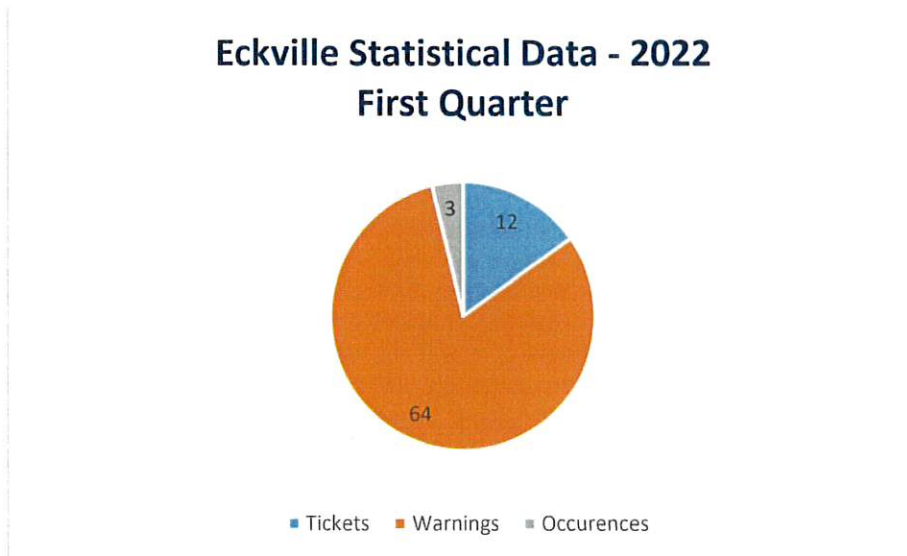
Prepared by: Mark Sproule, Manager



STATISTICAL OVERVIEW



'2022 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'



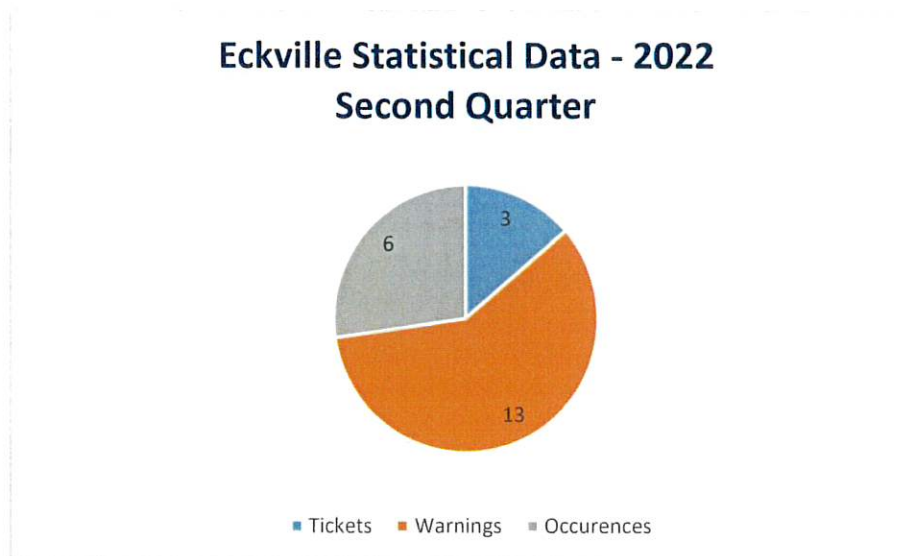
'Data collected from January 1st, 2021 – March 31st, 2022 as per Section 11, Peace Officer Service Agreement.'

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STATISTICAL OVERVIEW



'2022 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'



'Data collected from April 1st, 2022 – June 30th, 2022 as per Section 11, Peace Officer Service Agreement.'

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PEACE OFFICER HIGHLIGHTS

Bylaw Enforcement – During first half of 2022 Peace Officers engaged with several residents regarding Bylaw issues and a total of 66 warnings were issued.

Interagency Cooperation – County Officers continue to host and participate with our local enforcement partners in joint agency stop checks. These checks bring additional resources into the Town at no extra cost and provide the added benefit of increased community safety.

CPO Services went live with electronic ticketing in June of this year. This reduces the administrative burden placed on our admin staff and officers which in turn translates to more time on the road. Once an officer issues a violation ticket roadside, the violation notice is registered electronically with the provincial courthouse, making it easier not only for our officers and staff, but also our court houses.

For more information on Community Peace Officer Services, please contact Lacombe County at 403-782-8959.

Prepared and submitted by,



Mark Sproule
Manager – CPO Services
Lacombe County

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Jack Ramsden

From: Peden, Christopher <Christopher.PEDEN@rcmp-grc.gc.ca>
Sent: August 23, 2022 8:16 AM
To: Marc Fortais TOB; Jack Ramsden; Irv Heide; tevans@sylvansummervillages.ca; Mark Sproule
Subject: Sylvan Lake Provincial CSI report
Attachments: Sylvan Lake Municipal Detachment 2021 CSI Report.pdf; Sylvan Lake Provincial Detachment 2021 CSI Report.pdf

Good morning all.

I hope this finds everyone well.

I am forwarding the Sylvan Lake Provincial Detachment CSI report for 2021. It should be noted the decrease in the Crime Severity Index (CSI) of 41.6% from 2020 to 2021. One of the overall drivers of the CSI are Break and Enters. It is noted there were 56 fewer Break and Enters reported which was a significant driver to the decrease.

As the Sylvan Lake detachment has been operating a Crime Reduction Strategy which focuses on compliance checks for offenders who are under charge and had been released by the courts with court imposed conditions. The conditions include, but are not limited to, curfew, residence requirements as well as not to be in any motor vehicle without the registered owner to be present.

Your detachment members are making proactive patrols into the rural areas, conducting checks, conducting traffic enforcement and also are engaging in community events such as the Eckville and Bentley parades.

Thank you once again for your continued support of the Sylvan Lake RCMP. As always, please feel free to contact me at any time should you have any questions or concerns. I am more than happy to stop for a coffee or have a more formal conversation.

I have also included the CSI report for the Town of Sylvan Lake for everyone's information.

Thank-you

S/Sgt Jay Peden

Staff Sergeant Christopher Peden
Detachment Commander
Sylvan Lake RCMP Detachment

Sergent d'état-major Christopher Peden
Chef de détachement
Détachement de la GRC de Sylvan Lake



Sylvan Lake Municipal Detachment - 2021 Crime Severity Index

2022-08-02

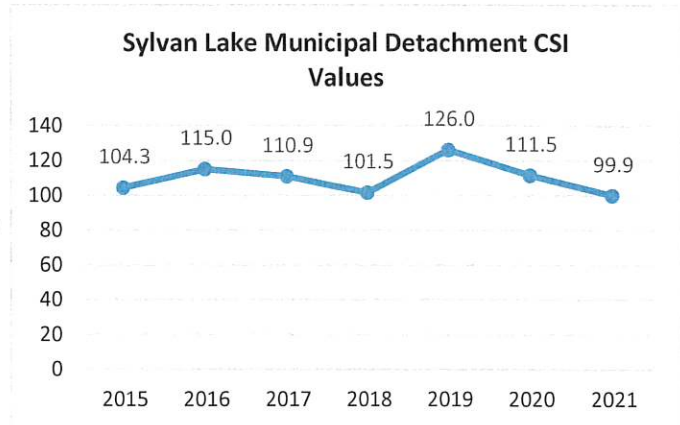
On August 2, 2022 Statistics Canada released their annual report *Police-reported crime statistics in Canada, 2021*. One portion of this report contained the calculated CSI values for 2021, as well as revised values for 2020.

CSI Values

The Sylvan Lake Municipal Detachment's 2021 CSI value is 99.9. This is a decrease of 10.4% when compared to the newly revised 2020 CSI value of 111.5.

The overall CSI in Alberta for 2021 was 101.4, a 6% decrease when compared to 2020.

The chart to the right shows the CSI values for the Sylvan Lake Municipal Detachment from 2015 to 2021.



Main Contributors and Drivers to CSI

The table below contains the top 10 contributors to the Sylvan Lake Municipal Detachment's CSI in 2021.

Top 10 Contributors to CSI - 2021		
Crime Category	% of CSI	# of Offences
Break & Enter	16.3%	76
Fraud	13.6%	111
Theft Under \$5,000	10.2%	269
Assault	8.1%	151
Theft of Motor Vehicle	6.7%	93
Mischief To Property	6.0%	202
Sexual Assaults	5.8%	20
Criminal Code Traffic	4.5%	111
Possession of Stolen Goods	4.5%	38
Other Sexual Offences	4.0%	9
Total for Top Ten	79.7%	1,080

In 2021 Break & Enter Offences accounted for 16.3% of the Sylvan Lake Municipal Detachment's CSI.

The top ten CSI contributors, listed in the table to the left accounted for a combined total of 79.7% of the Sylvan Lake Municipal Detachment's CSI.

The largest driver to the decrease in CSI from 2020 to 2021 was a decrease in Break & Enter offences. There were 29 less in 2021 than in 2020. This caused a CSI decrease of 6.1 points.

The top 3 drivers to the decrease in CSI, as well as the top 2 increases can be found in the tables below.

Top 3 Drivers to CSI Decrease from 2020 to 2021		
Crime Category	CSI Change	Offence Diff
Break & Enter	-6.1	-29
Fraud	-3.1	-24
Theft Under \$5,000	-1.9	-52

Top 2 CSI Increases from 2020 to 2021		
Crime Category	CSI Change	Offence Diff
Criminal Code Traffic	1.6	18
Sexual Assaults	1.5	4

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What is the Crime Severity Index (CSI)?

The CSI tracks changes in the severity of police-reported crime by accounting for both the amount of crime reported by police in a given jurisdiction, as well as the relative seriousness of these crimes. It tells not only how much crime is coming to the attention of police, but also how serious that crime is.

By design, the specific CSI value in a given jurisdiction depends on its mix of crimes and their relative seriousness. If a jurisdiction has a high proportion of less serious (and therefore lower weighted) offences, it will have a lower CSI value. Conversely, a jurisdiction with a high proportion of more serious crimes will have a higher CSI value. The base line for measurement of the CSI is 100.

Detachments with a population close to or less than 5,000 should compare CSI rates with caution (both previous year's rates for their own jurisdiction and with other detachments). The lower the population in a jurisdiction, the more easily a CSI value can be influenced by offences that are more serious in nature. Because of this, CSI values are not calculated by Statistics Canada for jurisdictions with populations of 1,000 or less.

What is used to Calculate the CSI?

Only Criminal Code occurrences that are submitted to the Canadian Centre for Justice Statistics (CCJS) are used in the calculation of CSI values. Of those occurrences, only the most serious offence (Line 1 of the UCR scoring) is taken into account. For example, if there is an occurrence that involved a Break & Enter, an Assault, and a Theft of Motor Vehicle, only the Assault would be counted towards the CSI calculation.

Each type of offence is assigned a "weight" to reflect its general severity. The total of all of the weights for a given jurisdiction are then calculated against the population for that area in order to come up with the CSI. The lower the population, the more influence the weights have on the final value.

Notes

Since the CSI is calculated using only Line 1 of UCR scoring of occurrences that are submitted to CCJS, any offence counts that are presented in this report will differ from other crime statistics reports by the Strategic Analysis and Research Unit.

The Crime Categories presented in this report contain numerous individual offences, each of which can have different weightings. Due to this, there can actually be a decrease in the total number of offences in a category but still an increase in that category's CSI contribution (or vice versa).

Statistics Canada uses population estimates to calculate CSI values. These estimates are updated every year. This is why there is a revised 2020 CSI value. When the 2022 CSI values are released in July 2023 there will also be revised 2021 values released.

Should there be any further questions regarding CSI values or trends, please contact RCMP "K" Division's Strategic Analysis and Research Unit.



Sylvan Lake Provincial Detachment - 2021 Crime Severity Index

2022-08-02

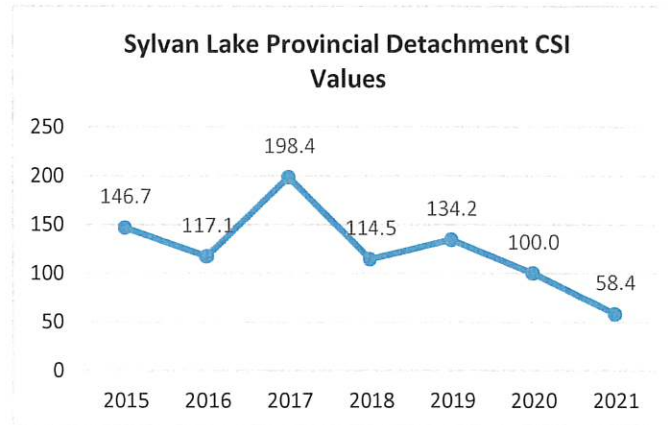
On August 2, 2022 Statistics Canada released their annual report *Police-reported crime statistics in Canada, 2021*. One portion of this report contained the calculated CSI values for 2021, as well as revised values for 2020.

CSI Values

The Sylvan Lake Provincial Detachment's 2021 CSI value is 58.4. This is a decrease of 41.6% when compared to the newly revised 2020 CSI value of 100.

The overall CSI in Alberta for 2021 was 101.4, a 6% decrease when compared to 2020.

The chart to the right shows the CSI values for the Sylvan Lake Provincial Detachment from 2015 to 2021.



Main Contributors and Drivers to CSI

The table below contains the top 10 contributors to the Sylvan Lake Provincial Detachment's CSI in 2021.

Top 10 Contributors to CSI - 2021		
Crime Category	% of CSI	# of Offences
Break & Enter	31.6%	44
Fraud	12.3%	30
Theft Under \$5,000	9.0%	71
Possession of Stolen Goods	7.8%	19
Theft Over \$5,000	7.4%	15
Theft of Motor Vehicle	5.6%	23
Mischief To Property	5.3%	53
Other Criminal Code Offences	3.8%	29
Assault	3.4%	21
Criminal Code Traffic	3.2%	30
Total for Top Ten	89.3%	335

In 2021 Break & Enter Offences accounted for 31.6% of the Sylvan Lake Provincial Detachment's CSI.

The top ten CSI contributors, listed in the table to the left accounted for a combined total of 89.3% of the Sylvan Lake Provincial Detachment's CSI.

The largest driver to the decrease in CSI from 2020 to 2021 was a decrease in Break & Enter offences. There were 56 less in 2021 than in 2020. This caused a CSI decrease of 25.3 points.

The top 3 drivers to the decrease in CSI, as well as the top 2 increases can be found in the tables below.

Top 3 Drivers to CSI Decrease from 2020 to 2021		
Crime Category	CSI Change	Offence Diff
Break & Enter	-25.3	-56
Possession of Stolen Goods	-7.0	-22
Theft of Motor Vehicle	-4.6	-30

Top 2 CSI Increases from 2020 to 2021		
Crime Category	CSI Change	Offence Diff
Theft Over \$5,000	2.2	8
Fraud	0.3	3

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Should there be any further questions regarding CSI values or trends, please contact RCMP "K" Division's Strategic Analysis and Research Unit.

Royal Canadian Mounted Police



Gendarmerie royale du Canada

Commanding Officer
Alberta

Commandant
de l'Alberta

August 30, 2022

To all local Alberta government and community leaders:

Over the past weeks, there has been extensive news coverage regarding the independent inquiry created to examine the April 2020 mass casualty in Nova Scotia. Many different testimonies have been heard to date, and the commission will continue its work in to the coming month. While much debate takes place on public platforms and in the media across the county, it is important to me to assure you the first priority of the Alberta RCMP is, and will always be, without exception, public safety. The communities and citizens you represent can be confident and trust in the police services provided by the Alberta RCMP.

Each Alberta police officer has mandatory advanced training to respond to significant events in the first instance. Additionally, each frontline Alberta RCMP officer is provided supplementary training on managing dynamic critical incidents. Detachments have local protocols in place that are reviewed and updated regularly, ensuring specific community needs are addressed within the management of critical incidents.

In Alberta, we are well positioned to escalate our response should circumstances require it. Our critical incident response includes highly skilled, specialized teams trained in both rural and urban settings, prepared to rapidly deploy anywhere in the province. This response includes our Division Emergency Operations Center, Emergency Response Teams, Special Tactical Operations Team, Air Services and Police Dog Services, to name a few. We have implemented the latest technology available to enable situational awareness when managing public safety events and have invested in equipment such as Unmanned Aerial Vehicles and surveillance platforms to enhance our response.

The Alberta RCMP has strong working relationships with the municipal police services in Alberta. We undertake joint investigations and have engaged in a number of joint operations. Our specialized critical incident teams often train together, and we have developed our systems to enable the ability to share our situational awareness tools with other police agencies during public safety events. Interoperability and cooperation is a priority for the Alberta RCMP and it remains an important part of policing in the province.

Any time an incident occurs in Alberta RCMP jurisdiction we undertake a review, assessing our response and actions, implementing best practices and addressing lessons learned. We also review findings from inquiries, inquests and major events in the province, country and internationally to evaluate our readiness to respond to similar situations and to consider recommendations from lessons learned in those events. This continuous evaluation has resulted in the adaptation of training and implementation of processes, technology and equipment to better position us to respond to dynamic incidents.

As an example, the Alberta RCMP has had senior police officers assigned to our dispatch center to oversee and provide guidance on public safety events. Investment through the Police Funding Model has afforded us an opportunity to expand this response by establishing an Alberta RCMP Real Time Operations Center (RTOC). The RTOC will provide active monitoring of events throughout the province, determine and coordinate the

appropriate resources needed, and enhance communications both internally and with the public. In addition to senior police officers, the RTOC will be staffed with criminal analysts, communications strategists and other resources to assist frontline police officers in identifying appropriate local or regional support.

In early 2020, the Alberta RCMP recognized the need for a police-initiated public alert system, specifically designed to address public safety events such as an active shooter. We approached the Ministry of Justice and Solicitor General, who is responsible for the Alberta Emergency Alert System, proposing the development of this system. Working with the ministry and other police services in Alberta, the Police-Initiated Public Alert system was developed and has been implemented. This system has been used by the Alberta RCMP since it became operational, allowing for immediate notification of residents in a localized area.

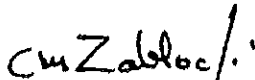
Public safety needs, along with new and emerging threats and crime trends, call for police services to evolve and adapt to address those challenges. My management team and I meet regularly with representatives from the Ministry of Justice and Solicitor General to articulate our need for resources, technology and equipment, ensuring our service is equipped to respond to public safety events. Our team routinely updates the ministry with respect to operational and administrative matters, as required and when appropriate.

It is the responsibility of my leadership team and I to ensure your community leadership, as well as your citizens, know the policing services in their jurisdiction are prepared, modern, flexible and ready to respond to any critical event they may face. I encourage you to reach out to your local detachment commanders to discuss critical response, or any other policing concerns, directly. They are your local Chiefs of Police and I know they will be happy to hear from community leaders and citizens alike.

You may also reach out to me directly at 780-412-5444 or Curtis.zablocki@rcmp-grc.gc.ca. I am always happy to hear from community leaders.

Thank you for your continued support. We are proud to serve as your provincial and municipal police service.

Yours truly,



C. M. (Curtis) Zablocki/M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

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Jack Ramsden

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@abmunis.ca>
Sent: August 22, 2022 2:52 PM
To: Jack Ramsden
Subject: Asset Management Training

Mtg. Date Sept 12, 2022
Agenda Item 9.2

Good afternoon,

I'm happy to share that Alberta Municipalities, in partnership with Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta, have received funding to offer asset management training to municipal administrators and elected officials at **no charge**, under the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP).

We have offered this training in past years, but as this is the last year that MAMP funding is available we wanted to offer a more fulsome program. The training available for this year will include:

- 1-day workshops for elected officials in five locations across the province
- Introductory and Advanced Asset Management Cohort Workshop Series for administration
- A community of practice group learning opportunity offered by Infrastructure Asset Management Alberta

We have already launched registration for the elected officials workshops and the introductory and advanced cohorts on our website: <https://www.abmunis.ca/advocacy-resources/infrastructure/asset-management/asset-management-courses>

Infrastructure Asset Management Alberta will be launching the group learning opportunity at a later date.

Registration in the cohort workshops for administrators requires a council resolution to support participation and is part of our reporting requirements to FCM. If you are unable to secure a resolution prior to September 16, 2022 we will accept a draft resolution with a commitment to secure a council resolution prior to the end of the training opportunity. If you have any questions about this offering, please email Clint Neufeld at clint@abmunis.ca

Sincerely,

Dan Rude | Chief Executive Officer

ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca

300-8616 51 Ave Edmonton, AB T6E 6E6

Toll-Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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Jack Ramsden

From: admin@lrwsc.ca
Sent: August 29, 2022 1:02 PM
To: abby@clive.ca; admin@clive.ca; Denise Bellabono; Admin; Laverne Turnbull; loryanne Greaves; Marc Fortais; tmeston@villageofalix.ca
Subject: Policy WS(1) update - Annual Population Counts

Good Afternoon All,

In prior years, LRWSC Administration would email all of the member CAO's for an estimated population count to be used in the upcoming budget for requisitioning purposes.

Going forward, the Commission will no longer require the CAO's to provide the Commission with an estimated population count for the following year and will use the numbers provided by the Alberta Treasury and Finance Board – Alberta Population Estimates – Municipal Population Estimates for the population counts that will be used for budgeting purposes.

The Commission Board felt that these numbers were much more consistent and accurate as these are also the numbers that are being used by the Provincial Government for funding purposes.

The Lacombe Regional Waste Services Commission Policy WS(1) – Requisitions was updated August 24, 2022. The update to the policy reads as follows:

The operation of the Lacombe Regional Waste Services Commission is funded through an annual requisition levied on the participating municipal members. The membership agreement for the Lacombe Regional Waste Services Commission authorizes the Board to determine a system for the equitable sharing of costs by the municipalities.

GUIDELINES/PROCEDURE

- 1. Requisitions for participating municipalities are to be based on the current population figures or estimated population figures derived from the latest Government of Alberta Population (Alberta Treasury and Finance) data for each municipality and a per capita rate to be established annually by the Board with the adoption of the operating budget.*
- 2. Member Municipalities have until June 30th each year to advise LRWSC if they have a disagreement with the latest population data provided by the Alberta Treasury and Finance Board – Alberta Population Estimates – Municipal Population Estimates.*
- 3. The LRWSC Board will have final decision with population disputes.*

As these numbers are updated annually by the Alberta Treasury Board, we encourage you to check these numbers every year and let us know before June 30th of that calendar year if you find there is a discrepancy.

If you have questions at all regarding this policy change please contact either myself or Jay Hohn, Commission Manager.

Thank you,

Alissa Lundie
LRWSC Administrative Assistant
Office (403)782-8970
admin@lrwsc.ca