

TOWN OF ECKVILLE-COUNCIL AGENDA

Monday, August 12, 2024

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 | Adoption of Agenda |
| 4. MINUTES | 4.1 | Regular Council Meeting Minutes – July 8, 2024 pg. 1-4 |
| 5. ACTION ITEMS | 5.1 | RFD-Reaffirmation of Membership in Alberta Mid-Size Towns Mayors Caucus pg. 5-11 |
| | 5.2 | Eckville FCSS 2023 Financial Statement-For Acceptance pg. 12-14 |
| | 5.3 | RFD-Letter of support for Medicine Valley Ski Lodge Active Communities Grant pg. 15 |
| | 5.4 | RFD-Atco Franchise Agreement pg. 16-21 |
| | 5.5 | RFD-Town Agreement with BTG Energy pg. 22 |
| 6. BYLAWS, POLICIES | 6.1 | |
| 7. REPORTS | 7.1 | Management Report – August 12, 2024 pg. 23-25 |
| | 7.2 | Financial Report-AP July 11 to August 8, 2024 – 2024 Operating & Capital Spend Q1&Q2 pg. 26-39 |
| | 7.3 | Animal Control Services June & July 2024 pg. 40-41 |
| 8. COMMITTEE, BOARD REPORTS | 8.1 | |
| 9. CORRESPONDENCE, INFORMATION | 9.1 | Consent Agenda:
A. Lacombe County Highlights of the Regular Council Meeting July 11, 2024 pg. 42-43
B. Alberta Municipal Affairs letter pg. 44-45
C. Town of Penhold Fall Festival pg. 46 |
| 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

Mtg. Date Aug 12, 2024
Agenda Item 4.1

Monday, July 8, 2024
Eckville Town Office, 5023 – 51 Avenue, Eckville, Alberta
(The meeting was available via electronic means)

1. Call to Order

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

Present: Mayor Ebden
Councillor Engen
Councillor Meyers
Councillor Pacholek
Councillor Palm-Fraser
Councillor See (joined by electronic means)
Councillor Thoreson

Absent: None

Staff: CAO, Jack Ramsden, Deputy CAO, Darcy Webb

Press: None Present

Gallery: Mayor Ebden welcomed Councillor Mike Pashak, Summer Village of Half Moon Bay to the meeting.

2. Delegations/Public Hearings

2.1 None.

3. Agenda

3.1 Additional Agenda Items – none

3.2 Adoption of Agenda

Res. 178.2024

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

11. Closed Session

11.1 Section 24 – Advice From Officials.

Res.179.2024

Moved by Councillor Engen that the meeting move into closed session, excluding all persons except Council Members, CAO, Deputy CAO and Mike Pashak in order discuss an item with Section 24 of the FOIPP Act: Advice from Officials. Time 6:05 p.m. **Carried Unanimously**

Res. 180.2024

Moved by Councillor See that the meeting revert back to open session. Time 7:05 p.m. **Carried Unanimously.**

Mike Pashak left the meeting at 7:06 p.m.

Mayor Ebden called a 5-minute recess. Time 7:06pm. The meeting reconvened at 7:11pm

4. Minutes

4.1 Regular Council Meeting Minutes – June 24, 2024

Res. 181.2024

Moved by Councillor Engen that the minutes of the June 24, 2024, Council Meeting be approved as presented. **Carried Unanimously.**

5. Action Items

5.1 RFD- Tax Recovery – Public Auction.

Res. 182.2024

Moved by Councillor Pacholek that motion numbers 97.2024 and 98.2024 be rescinded. **Carried Unanimously.**

Res. 183.2024

Moved by Councillor See that the date for the 2024 public auction be set for Wednesday, September 11, 2024, commencing at 2:00pm in the Town of Eckville Council Chambers, located at 5023 51 Avenue, Eckville. **Carried Unanimously.**

Res. 184.2024

Moved by Councillor Pacholek that for public auction purposes, a reserve bid of \$179,000 be set for the property described as lots 11 & 12, Block 8, Plan 264HW. **Carried Unanimously.**

5.2 RFD- Motion to Rescind Residential Development Incentive Policy.

Res. 185.2024

Moved by Councillor See that Town of Eckville Residential Development Incentive Policy # 1550 be rescinded. **Carried Unanimously.**

5.3 RFD- Removal of Alternate Council Member from the Eckville Municipal Library Board.

Res. 186.2024

Moved by Councillor Engen that Res. ORG009.2023 to approve the appointment of Mayor Ebden, Councillor Palm-Fraser and Councillor Engen (alternate) to the Eckville Library Board with a term extending through to October 31, 2024, be rescinded. **Carried Unanimously.**

Res. 187.2024

Moved by Councillor Thoreson that the Town of Eckville appoint Mayor Colleen Ebden and Councilor Palm-Fraser to the Eckville Library Board retroactive to October 23, 2023, with a term extending through to October 31, 2024. **Carried Unanimously.**

6. Bylaws, Policies

6.1 Bylaw #798-24 Property Tax Incentive Repealing Bylaw.

Res. 188.2024

Moved by Councillor Palm-Fraser that Bylaw 798-24 Property Tax Incentive Repealing Bylaw be given first reading. **Carried Unanimously.**

Res. 189.2024

Moved by Councillor See that Bylaw 798-24 Property Tax Incentive Repealing Bylaw be given second reading. **Carried Unanimously.**

Res. 190.2024

Moved by Councillor Pacholek that Bylaw 798-24 Property Tax Incentive Repealing bylaw be presented for third and final reading. **Carried Unanimously.**

- Res. 191.2024** Moved by Councillor Meyers that Bylaw 798-24 Property Tax Incentive Repealing bylaw be given third and final reading. **Carried Unanimously.**
- 7. Reports** 7.1 Management Report for July 8, 2024
- Res. 192.2024** Moved by Councillor Engen that the Town proceed with the painting of parking spaces on Eckford Street between Railway Avenue and 52nd Avenue and on 51st Avenue between Eckford Street and 51st Street. **Carried Unanimously.**
- Res. 193. 2024** Moved by Councillor Engen that Administration be asked to prepare an updated Town Communications plan for review by Council at the Regular meeting of Council to be held September 23rd, 2024. **Carried Unanimously.**
- Res. 194.2024** Moved by Councillor Pacholek that the Management Report for July 8, 2024, be accepted for information. **Carried Unanimously.**
- 7.2 Financial Report – AP June 24 and June 27, 2024
- Res. 195.2024** Moved by Councillor See that the Financial Report for June 24 and June 27,2024 be accepted for information. **Carried Unanimously.**
- 8. Committee & Board Reports** 8.1 Councillor Engen reported on Medicine River Watershed Society.
8.2 Councillor Meyers reported on the Lacombe Regional Waste Services Commission.
8.3 Councillor Palm-Fraser reported Eckville Manor House Society.
8.4 Councillor See reported on the Leaders Caucus he attended.
8.5 Mayor Ebden reported on the Midsize Mayors and Reeves Association and a meeting with Gerry Eckford.
- Res. 196.2024** Moved by Councillor Meyers that the Committee and Board Reports be accepted. **Carried Unanimously.**
- 9. Correspondence, Information Items** 9.1 Consent Agenda:
A. Minutes of LRSWC
- Res. 197.2024** Moved by Councillor Engen that the Correspondence and Information items be accepted as information. **Carried Unanimously.**
- 10. Seminars, Meetings, Special Events** 10.1 None.
- 12. Committee of the Whole** 12.1 None

13. Adjournment

13.1

Res. 198.2024

Mayor Ebden adjourned the meeting. Time 8:40 p.m. **Carried Unanimously.**

Mayor

CAO

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TOWN OF ECKVILLE Request to Council for Decision

Meeting: Town Council
Meeting Date: August 12, 2024
Originated By: Jack Ramsden, CAO
Title: Reaffirmation of Membership in Alberta Mid-Sized Towns
Mayors Caucus

BACKGROUND: Eckville Town Council, at their January 22, 2024, council meeting, approved membership in the Albertas Mid-Sized Towns Mayors Caucus as per the organization’s Terms of Reference.

DISCUSSION/ALTERNATIVES: At the July 2, 2024, meeting of the Mid-Sized Town Mayors’ Caucus (MYMC) meeting, the membership agreed to amendments to the MTMC terms of reference. The attached Terms of Reference are being presented to Members for approval of the proposed amendments that include:

- Naming section 2 with the organizational name and adding brackets around MTMC.
- Adding section 9 to include a statement about confidentiality.
- Cleaning up a “notes to self” entry that should not be in the Terms of Reference in section 10.


IMPACT ON BUDGET: Our annual membership of \$250 is included in our current budget.

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

“To approve the Alberta Mid-Size Towns Mayors Caucus Terms of Reference as amended and attached.”

Prepared By: _____

Approved By: _____


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ALBERTA MID-SIZED TOWNS MAYORS' CAUCUS

Request for Decision (RFD)

BACKGROUND/PROPOSAL:

The Alberta Mid-sized Towns Mayors' Caucus is currently made up of Mayors representing 15 municipalities in Alberta.

In January/February 2024, member municipalities presented the Terms of Reference to their respective Council's for review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

At the July 2 MTMC meeting, the membership agreed to amendments to the Mid-Sized Towns Mayors' Caucus Terms of Reference. The attached Terms of Reference are being presented to members for approval of the proposed amendments that include:

- Naming section 2 with the organizational name and adding brackets around MTMC
- Adding section 9 to include a statement about Confidentiality
- Cleaning up a "notes to self" entry that should not be in the Terms of Reference in section 10.

The changes noted in red indicate new information or addition and changes noted by highlight and strike through are for clerical errors.

The next MTMC meeting is scheduled for September 25 at the ABmunis 2024 Conference, prior to which members will be asked to have their responses submitted for the agenda.

RECOMMENDATION:

To approve the Alberta Mid-sized Towns Mayors' Caucus Terms of Reference as amended.

1. Purpose

Strengthen the significance and position of mid-sized towns as a relevant and important voice within the province-wide framework, collaborating, strategizing, and advocating to address matters that directly impact mid-sized towns.

2. Mid-sized Towns Mayors' Caucus (MTMC) Statement

The MTMC is a solution-based organization focusing on advancing the interests of mid-sized towns. The Alberta Mid-Sized Towns Caucus identifies mid-sized towns as those with populations between 1000 and 14,999, of which there are 84 towns with such populations within our province.

3. Objectives

- a) Recognize the unique needs and interests of the membership and develop strategies to respond and advocate for such.
- b) Provide a forum for information, best practice sharing, and developing solutions to issues that are of mutual interest.
- c) Advocate for mid-size towns through ongoing communication with the following:
 - i) Provincial Government
 - ii) Federal Government
 - iii) Alberta Municipalities
 - iv) other municipalities, including member municipalities
 - v) other groups/organizations as determined by a majority of the membership
- d) Support the enhancement of members through networking and information sharing.

4. Membership Requirements

- a) Members of the MTMC must
 - i) be a municipality located within the Province of Alberta, and:
 - (1) an incorporated town, or
 - (2) a town with a population between 1000 and 14,999.
 - ii) Pay the annual membership fee in the amount of

\$250/year. Memberships run January 1 to December 31, and fees shall be due by January 31.

iii) Member municipalities will be responsible for per diems and expenses.

5. Membership, Representation & Voting

Each member municipality shall have one vote and shall be represented by their respective Mayors. Should a Mayor be unable to attend a meeting, an alternate member from their Council may attend on their behalf and have voting privileges. A Mayor may also send a proxy vote to an agenda item, by emailing their vote to the Chair.

□

Meetings may take place without a quorum of the MTMC membership; however, matters requiring a vote shall not be called without a quorum of the voting membership being present. Quorum shall be as defined by the *Municipal Government Act* (i.e., the majority of the voting members that comprise the Mid-Sized Towns Mayor's Caucus). Abstentions must be noted in the meeting minutes and tie votes shall be considered defeated. However, the overarching goal of the MTMC shall be consensus building and collaboration.

The Membership Fee shall create a seed funding pool that will be used towards expenses of hosting meetings. Eligible expenses include, but are not limited to, conference room fees, beverages, and snacks. Host Municipalities must keep an accounting of the funds spent on meeting events and send a final report to the Chair Municipality. All funds distributed shall be reviewed and shared with members during the Chair's annual reporting. Host Municipalities shall submit an invoice to the Chair Municipality for reimbursement of costs for hosting meetings.

Any funds remaining in the seed funding pool at the end of each year shall be used for initiatives as determined by the MTMC Voting Membership.

6. Appointment of Caucus Committees

a) Executive Caucus Committee

Every two years in November, the MTMC shall elect a minimum of three mayors to represent the MTMC as the Executive Caucus Committee. The Executive Caucus municipalities shall be assigned funds as

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outlined in Section 5 above; to cover costs related to hosting the MTMC bi-monthly meetings. The Executive members shall be appointed as follows:

\$200/year. Memberships run

i) Chair

The Chair shall chair the meetings, prepare meeting agendas, and ensure meeting minutes are recorded.

ii) Vice-Chair

The Vice-Chair shall perform the meeting duties of the Chair in the absence of the Chair. The Vice-Chair municipality shall be the secondary administrative municipality, providing assistance to the Chair municipality where necessary

iii) Executive Board Member

The Executive Board Member shall provide additional support where necessary.

iv) Additional Executive Board Members

Where the MTMC membership determines appropriate, an additional two members may be appointed to the Executive as general Board Members.

v) A designated membership municipality will be responsible for accounts payable/receivable for MTMC. This municipality shall provide the membership with an annual financial report and budget.

vi) Chief Administrative Officers may be invited by their Mayor to participate in the regular meetings of the MTMC and may assist with the MTMC objectives.

□

7. Meeting Schedule

a) The MTMC shall meet in-person bi-monthly on the 1st Thursday of January, March, May, July, September (ABmunis Conference), and November, commencing at 3:00 p.m. Joining virtually will be an option.

b) Executive Caucus Committee Meeting hosts shall be appointed by the membership annually and shall be distributed as evenly as possible throughout the province in order to create equitable travel for the membership in general. Considering the vast area of representation, virtual meetings will be available. Caucus hosts shall:

i) Plan and organize the Caucus agenda and activities (see Appendix A).

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- ii) Identify and invite government representatives and other guest speakers.
 - iii) Coordinate local and provincial post-caucus media release.
 - iv) Receive MTMC seed money to aid in the costs of hosting the event, as outlined in-Section 5 of this Terms of Reference.
- c) Once a year, meet in person at the annual ABmunis conference. The Host shall be determined by the MTMC membership in advance and be provided MTMC seed money as outlined in Section 5 to aid in covering costs of the event.
- d) This schedule may be changed through a majority vote of the MTMC membership. Slight adjustments to the general meeting schedule may also be made at the discretion of the Chair where it is determined reasonably necessary.

8. **Advocacy**

Recognizing that the MTMC can only effectively advocate for a limited number of municipal initiatives or issues, the membership shall ensure to keep advocacy items to a minimum, determining which are of the highest priority and thus garnering the main focus of the membership. Priority ranking may change, as municipal environments and issues change and as determined by the membership.

As the administrating municipalities, the Executive Caucus Committee shall work together to ensure the initiatives are advanced and to build an advocacy framework/plan to present to the MTMC for approval.

The MTMC may take on other small advocacy initiatives where time and resources permit and where the MTMC membership feel such initiatives are necessary and important to the group.

9. **Confidentiality**

The MTMC meetings shall be held in closed session and not open to the public; however, an outside party may be invited to speak to a topic of interest. Members should ensure confidentiality of the meetings remains intact, unless otherwise determined by the MTMC Membership (e.g. for a press release).

10. **Communication**

As a Caucus wanting to present a unified voice on advocacy initiatives, it is important to present consistency in messaging.

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Unless the membership directs otherwise, the Chair of MTMC is recognized as the official spokesperson, and, in the absence of the Chair, it is the Vice Chair. This includes commenting publicly on the decisions and business of MTMC. ~~(this could also be added:~~ MTMC members will refrain from publicly commenting on the decisions or business of MTMC and will defer all such comments to the Chair as the MTMC spokesperson.

Appendix A

Agenda Building and Workflow Best Practice

1. Mayors may request that general items be added to a meeting agenda.
2. Requests to have an outside party attend a meeting, should allow to have a meeting prior to their attendance, in order for the membership to prepare for the visit.
 - a. Invitations to outside parties should remain consistent and be sent by the Chair Municipality on behalf of the members.
3. Matters that may require a formal resolution from member municipalities must be brought forward with sufficient time to allow for this to happen.
4. For consistency, any correspondence or documentation drafted by a member municipality on behalf of the MTMC,
 - a. shall be sent to the Chair municipality for distribution to the group;
 - b. where necessary, shall be done in a timely manner to align with item 3 outlined within this Appendix A;
 - c. where necessary and once finalized, shall be forwarded to the appropriate party by the Chair municipality;
 - d. Letters of Support shall confirm permission of a municipality and will accompany correspondence or letters sent on behalf of MTMC; where a Letter of Support cannot be confirmed or has not been received that municipality shall not be included.

ECKVILLE FCSS 2023 Financial Statement

REVENUE

PROVINCIAL	\$30,488.14
MUNICIPAL	\$13,448.85
N/P FUNDS	
OTHER	
INTEREST	\$1.44
TOTAL	\$43,938.43

STAFF COST

GROSS WAGES	\$25,500.00
EMPLOYER BENEFITS	\$1,716.00
STAFF PROFESSIONAL DEVELOPMENT	\$20.00
TRAVEL & SUBSISTANCE	\$0.00
PENSION CONTRIBUTION	\$3,200.00
STAFF RECOGNITION	\$350.00
WCB	\$387.00
	\$31,173.00

BOARD COSTS

BOARD PROFESSIONAL DEVELOPMENT	\$40.00
BOARD TRAVEL & SUBSISTANCE	\$108.58
BOARD/STAFF RECOGNITION	\$238.60
	\$387.18

ADMINISTRATION

COMPUTER(PROGRAMS & MAINT)	\$2,176.75
OFFICE SUPPLIES	\$342.35
TELEPHONE	\$1,011.13
MEMBERSHIPS	\$403.75
TOTAL	\$3,933.98

PROGRAM DEVELOPMENT

(listed on reverse)	\$7,386.42
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TOTAL EXPENSES	\$42,880.58
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NET DIFFERENCE	\$1,057.85
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This Financial Statement has been reviewed by:

Allen Posti Board Chair
AM Kind Board member

PROGRAMS

Volunteer Appreciation /Training	\$2,152.45
Seniors Activities	\$0.00
Information & Referral	\$1,050.00
Eckville Wellness Coalition	\$892.25
Volunteer Income Tax	\$50.00
Child & Family	\$630.00
Youth	\$1,050.00
Halloween Party	\$763.49
Tree Light-up	\$798.23
	<hr/>
	\$7,386.42

F.C.S.S. PROJECTS/ACTIVITIES FOR 2023

- * Assist with Filling out Forms
- * Volunteer Appreciation
- * Volunteer Income Tax program
- * Information /Referral Service
- * Eckville Summer Day Camp
- * Eckville Community Calendar
- * Eckville Halloween Party (PARTNER)
- * Eckville Recreation Board (PARTNER)
- * Eckville Food Bank (Coordination)
- * Eckville & Area Wellness Coalition (PARTNER)
- * Christmas Tree Light-Up
- * ICE Presentation Sponsor
- * Red Cross Babysitter Course
- * Red Cross Home Alone Course
- * FRN Youth Programming
- * Eckville Emergency Management (Member)
- * Eckville Santas Anonymous (Coordination)

*Helen Pote
L.M.Hind*

TOWN OF ECKVILLE Request to Council for Decision

Meeting:	Town Council
Meeting Date:	August 12, 2024
Originated By:	Jack Ramsden, CAO
Title:	Letter of Support for Medicine Lodge Ski Club

BACKGROUND: We were recently contacted by the CAO of the Town of Bentley asking the Eckville Town Council to provide a letter of support for a grant that the Medicine Lodge Ski Club is making for improvements to their T Bar ski lift.

DISCUSSION/ALTERNATIVES: The property where the Medicine Lodge Ski Hill is located is owned by the Town of Bentley and is part of masterplan that was recently completed by the Town that focuses a direction to ensure long term recreation for the areal.

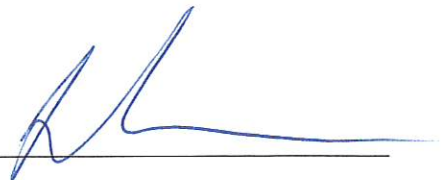
The Medicine Lodge Ski Club is applying for funds to complete upgrades to their T Bar ski lift through the Active Communities Grant program.

The ski hill has a lengthy history and has been enjoyed by communities such as Bentley, Rimbey, Sylvan Lake, Ponoka and Eckville.

IMPACT ON BUDGET: none

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

“That the Town of Eckville Provide a letter off support to the Medicine Lodge Ski Club for their grant applications for funds under the Active Communities Grant Program to provide funds to assist in the upgrade of their T Bar ski lift>”

Prepared By: _____ Approved By:  _____

Mtg. Date Aug 12, 2024
Agenda Item 5.4

TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	August 12, 2024
Originated By:	Jack Ramsden, CAO
Title:	Review & Reapproval of ATCO Gas Franchise Agreement

BACKGROUND: We received the attached correspondence from ATCO Energy Services on August 6th informing us that we need to have our current ATCO Franchise agreement reviewed and reapproved prior to March 17, 2025. This action is required to ensure that we comply with the new “Alberta’s Utilities Affordability Statutes Amendment Act, 2024”.

DISCUSSION/ALTERNATIVES: The process is that we need to contact ATCO for a copy of the Alberta Utilities Commission’s notice template, which will be tailored to our municipality, and we must publish it in a local newspaper with the widest circulation in our community. This must be completed before November 15, and it needs to be submitted to the AUC for their approval.

IMPACT ON BUDGET: none

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

“That Administration be instructed to contact ACCO Energy to request their assistance in preparing the appropriate advertisement of our current ATCO Franchise agreement with the goal of submitting the required information to the Alberta Utilities Commission for review to ensure that our Franchise Agreement meets the requirements of the “Alberta’s Utilities Affordability Statutes Amendment Act, 2024.”

Prepared By: _____ Approved By:  _____

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August 6th, 2024

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

Attention: Mr. Jack Ramsden, Chief Administrative Officer

**Re: Impacts of New Provincial Legislation on Your Gas Distribution Franchise Agreement
Time-Sensitive and Action Required**

As you may be aware, the Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*,¹ (the "Act") became law when it received Royal Assent on May 16, 2024. The Act makes several changes to various statutes governing franchise agreements. One of these changes affects the gas distribution franchise agreement you have with ATCO Gas and Pipelines Ltd. ("ATCO"):

- Section 49(5) of the *Gas Utilities Act* now states that a franchise granted by a municipality to an owner of a gas utility that has not been approved by the AUC after the coming into force of this subsection will terminate 270 days after the coming into force of that subsection.

This means that your gas distribution franchise agreement for Eckville, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("AUC") before March 17, 2025, or it will terminate by operation of law on that date. If it is terminated, all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

In response to this new legislation, the AUC has established a special process² to efficiently approve all existing current and valid gas distribution franchise agreements that are compliant with the new legislation before the March 2025 deadline. To qualify for this special process, no changes may be made to the previously approved franchise terms, including the expiry date and the existing franchise fee. As

¹ *Utilities Affordability Statutes Amendment Act, 2024*, SA 2024, c 8; www.alberta.ca/making-utility-bills-more-affordable
² <https://media.auc.ab.ca/prd-wp-uploads/News/2024/Bulletin%202024-12.pdf>

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part of this special process, ATCO is required to submit information pertaining to your franchise agreement to the AUC at the end of this year, for its review and approval.

We require your collaboration with respect to certain aspects of the re-approval process, including (1) advertising your franchise agreement to your community using a template we will provide you, (2) recording any feedback from residents, (3) responding to feedback from residents and keeping records of your responses, and (4) providing ATCO with all of that information to submit to the AUC. We understand that this may be inconvenient and an imposition on your resources, but it cannot be avoided due to the changes made by the Act. The attached process document explains what must be done and by when.

Please note that if you think you may want to change your franchise fee rate for the full 2025 calendar year, it is necessary to complete the above-described re-approval process first, by early October, before commencing the franchise fee rate change process. Otherwise, franchise fee rate changes will be processed for an effective date of April 1, 2025, or later.

Thank you for your prompt attention to this matter. If you have any questions or concerns, please reach out to me at your earliest convenience at kyla.belich@atco.com.

Regards,



Kyla Belich

Senior Manager, Red Deer Operations

ATCO Gas and Pipelines Ltd.

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Franchise Agreement Re-Approval Process
(Utilities Affordability Statutes Amendment Act, 2024)

Step	Action/Event	Responsibility
1	<p><u>Contact ATCO</u> At Your Earliest Convenience</p> <p>Contact ATCO for a copy of the AUC Notice template, tailored to your community, that you must publish in your local print newspaper with the widest circulation in your community.</p>	Municipality
2	<p><u>ATCO Prepares & Sends You the Template</u> Within 7 Days of your Request</p> <p>Upon receiving your request, ATCO will tailor the AUC Notice template with information specific to your community.</p>	ATCO
3	<p><u>Publish the Notice</u> As Soon As Possible (15 November 2024 at the latest)</p> <p>Publish the Notice in your local <u>print</u> newspaper with the widest circulation in your community.</p>	Municipality
4	<p><u>Take a Picture of the Ad in the Newspaper</u></p> <p>On the day the Notice appears in your local print newspaper, take a photo of the page that the Notice appears on and send the photo to ATCO. A digital scan of the page will also suffice.</p> <p><u>This photo or scan must clearly show the Notice, the name of newspaper, and the date of publication.</u> Text must be legible.</p> <p>This photo (or scan) may be requested by AUC as part of the re-approval process, to prove that the Notice was published and that the public was notified as per AUC requirements.</p>	Municipality
(Continued on next page...)		

Step	Action/Event	Responsibility
5	<p><u>Wait 2 Weeks, Record Public Feedback and Your Responses to the Public</u></p> <p>The public has fourteen days to express any objections, concerns, or support regarding the franchise agreement and the financial impact on them. The public may send their feedback to your municipality, to ATCO, or to the AUC.</p> <p>If you receive any written feedback, please reply to the community member and keep a copy of all communication. If you receive verbal/telephone comments, please make note of the person's name, the date, and a brief summary of the conversation, including your response.</p> <p>Send copies of all feedback and your replies to ATCO.</p> <p>These communications will be included in the application to the AUC.</p> <p>If no comments are received, then a short email to ATCO saying so is sufficient.</p>	Municipality
6	<p><u>Application Made to the AUC</u> As Soon As Possible (13 December 2024 at the latest)</p> <p>ATCO will submit the information you provide as well as other details about your franchise agreement, as required by the AUC, to the AUC for their review and approval.</p>	ATCO
7	<p><u>Application Reviewed and Decision Issued</u></p> <p>The AUC will review the information submitted. Provided everything is in order, the AUC will then issue a Decision to confirm that your franchise agreement is current, valid and compliant with the new legislation.</p> <p>If you would like a copy of the AUC Decision, please let your ATCO contact know and we will ensure one is sent to you.</p>	AUC

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Frequently Asked Questions

Question: Why do we have to do this?

Answer: The Government of Alberta recently changed some laws. As a result, the Alberta Utilities Commission (AUC) must re-approve all existing gas franchise agreements to ensure they are compliant with the changes.

Question: What happens if we don't do this?

Answer: Your gas distribution franchise agreement will terminate on March 17, 2025, and all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

Question: Why must we advertise a Notice as part of this re-approval process?

Answer: The AUC requires it.

Question: Can we make changes to our gas distribution franchise agreement as part of this re-approval process?

Answer: No. Changes to the franchise agreement can only be made by renewing the franchise agreement. However, renewing a valid and current franchise agreement is not recommended at this time because of the high number of approvals the AUC will be processing in the coming months due to the change in legislation.

Question: Can we change our franchise fee percentage as part of this re-approval process?

Answer: No.

Question: What if we want to change our franchise fee for 1 January, 1 February or 1 March 2025?

Answer: First, the re-approval process must be completed by early October 2024. Then, we can help you through the franchise fee rate change process. Contact us as soon as possible for further details and to start the process.

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Mtg. Date Aug 12, 2024
Agenda Item 5.5

TOWN OF ECKVILLE
Request to Council for Decision

Meeting:	Town Council
Meeting Date:	August 12, 2024
Originated By:	Jack Ramsden, CAO
Title:	Testing Agreement for Lot 31, Block 2, Plan 0720639

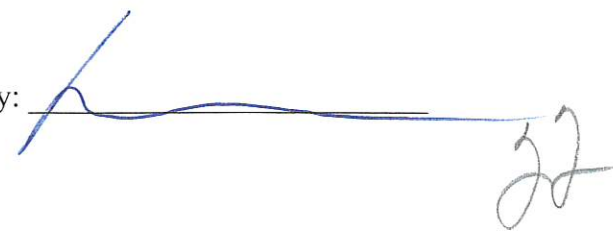
BACKGROUND: As per our comments in the August 12th Management Report, we will be required to sign an "Acknowledgement and Release Form" with BTG Energy to allow them to do drilling test on our R3 Multi Family Residential Lot which is in the Macdonald Heights Subdivision.

DISCUSSION/ALTERNATIVES: This testing will provide us with the information we need to be sure that the property is safe for residential development.

IMPACT ON BUDGET: none

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

"That the Mayor and CAO be authorized to sign an "Acknowledgement and Release Form" with BTG Energy to allow them to drill bore holes and collect soil samples to confirm that the soil meet the Alberta Tier 1 Guidelines for Clean or Contaminated soil."

Prepared By: _____ Approved By: 

**MANAGEMENT REPORT
TO ECKVILLE TOWN COUNCIL**

August 12, 2024

Mtg. Date Aug 12, 2024
Agenda Item 7.1

Current Activities:

- **Sylvan Lake Regional Water/Wastewater Commission:** We have requested the opportunity of sitting in on their business plan update discussions. We did receive a response that the board had many subjects to discuss as they are also dealing with water as well as wastewater and it was hoped that they would have some qualified consultants bid on the RFP to prepare an update to their existing plan. We did not receive an answer as to when they will decide on our membership and our request for 5 votes on the commission. It looks like we are in a holding pattern for now.

- **Meeting With Family Resource Network:** Darcy Webb and Jack Ramsden met with Leanne Lyon, Family Services Supervisor on July 15th. We learned that the FRN has many programs to offer the Eckville Community, but so far, the uptake is a bit slow. We have attached a page listing some of their programs and a copy of their Summer 2024 Eckville – Benalto Calendar as information. It was noted that they have a limited budget for facility rentals and while they receive rent free spaces in both Sylvan Lake and Benalto, they have to pay rent in Eckville which does limit some of their programing.

- **Meeting with BTG Energy:** We discussed three different subjects:
 - 1. **Macdonald Heights** - The setbacks that we must maintain on development around the abandoned and reclaimed well site on our R3 Lot (31) in the Macdonald Heights Subdivision. Apparently, we must maintain a 15 m radius of open space around the well site. In our discussions BTG staff mentioned that while there was a reclamation certificate issued in 2001, they do have some concerns about the quality of the report and are planning to redrill and test the area around the well site. We are expecting an agreement to cover this work in the next week or so and are seeking preapproval to sign this agreement when it is received so that we can determine exactly what we are dealing with.
 - 2. **Proposed Industrial Subdivision on 57 Avenue** - We learned that the right of way which runs on an angle across the existing storm ponds appears to be abandoned and that portion of the pipeline was likely removed. This will be confirmed shortly. We also learned that there is an active pipeline which runs through the west portion of the area proposed for development. This pipeline is to be located so that our Developer can try to design around it.
 - 3. **Active Well site West of the Town Shop** – Unbeknownst to most of us, there is an active producing well in the fenced area just west of our shop yard. BTG will research and provide us with information about this well and see if they can find any formal agreements on the site. We are of the opinion that we should be receiving annual payments for this site. Again, BTG is reviewing the matter.

We were pleased with how the meeting went and look forward to working with them in the future.

- **Parking Changes at Eckville Elementary School:** A few weeks ago, we received an email from Jay Cottell, the new Eckville Elementary Principal and Kevin Henderson, Facilities

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Management Report – August 12, 2024

Manager with Wolf Creek School Division, thanking us for the newly painted no parking line and one way / no parking signs that we put up on the south side of 54A Avenue. They asked if we could meet with them to go over changes to school bus loading and student pick up areas.

Darcy Webb and Jack Ramsden met with Jay and Kevin on August 6th and agreed with the new plan that was presented by Jay Cottell. Starting on the first day of school the school buses drop off and pick up students in front of the main school doors. This area will be signed to restrict parking in the morning and in the afternoon when the buses are on site. We will also be painting the curb white to delineate the area. The parents will be instructed to pick their children up in the circle area to the east of the playground and on a portion of the north curb between the new entrance and exit to the Teachers Parking lot. The School Division will be placing four large concrete barricades and several shorter barricades back from the north curb to restrict access to the Teachers parking lot from 54A Avenue to only the new entrance and exit

The Principal plans to call each family and inform them of these changes. We will answer any questions you may have at the August 12th council meeting.

- Public Works Highlights:

Lagoon Pond Aeration System: The Public Works Team installed a portable air conditioner in the shed which houses the aerators generators to try to keep the temperature down in the building. We are having issues with the fact that these small generators, which run 24 / 7 and produce a lot of heat which when coupled with the outside heat can cause the electric motors to shut down. So far this seems to be working.

East Sewer Lift Station: No problems with this lift station.

West Sewer Lift Station: We continue to research how to reprogram the pumps in this lift station to ensure that both work in coordination and stay ahead of any high effluent volumes. We had an issue where both of our pumps were barely able to keep up with the high flows. We learned that the backwash system was running continuously and latterly flooding our sewer mains. The existing control system that operates the backwash is 38 years old and apparently sticks in the on mode every once and a while. The company who supplied the original control system is still in business and we are working with them to see about upgrading the control system and perhaps upgrading or replacing the existing filters. We will keep you informed as we work through this

The Street Sweeper: We are still waiting to hear back from the Sales Department at Industrial Machine for an estimate on the value our current truck mounted street sweeper. If we can sell it for the right price, we will propose the purchase of a new loader mounted sweeping unit for 2025.

Management Report – August 12, 2024

New Four Way Stop: The Public Works Crew installed the new four way stop signs at the intersection of 51st Avenue and 49th Street on August 8th. We have also put a notice on Facebook to give people a heads up.

Future / Planned Activities:

- **Crosswalk and Parking Line Painting**: Our Public Works Team have completed the parking lines on Main Street and 53 Avenue and are putting the final touches on the yellow lines and blue curb markings.
- **Minor Concrete Repairs**: We will be completing several minor curb & gutter repairs before the summer is over. We received quotes from both Olds Concrete and Proform, but have not completed our analysis yet.

Jack Ramsden, CAO

Darcy Webb, Deputy CAO

Batch ID: CHEQUES
 Batch Comment: AP July 11, 2023

Audit Trail Code: PMCHQ00000880
 Posting Date: 2024-07-11

Chequebook ID: ATB - GEN

Mtg. Date Aug 12, 2024
 Agenda Item 7.2

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
027932	2024-07-11	00000000000023822	AAM001	Canoe	\$73,877.75
027933	2024-07-11	00000000000023823	ANI001	327241 Alberta Ltd.	\$2,215.50
027934	2024-07-11	00000000000023824	AUM002	AMSC Insurance Services Ltd.	\$10,298.11
027935	2024-07-11	00000000000023825	BAY001	Bay 4 Promtional Printing	\$955.50
027936	2024-07-11	00000000000023827	BLU003	Blue Arrow Communications	\$202.12
027937	2024-07-11	00000000000023829	CBI001	CBI Workplace Solutions Limite	\$183.75
027938	2024-07-11	00000000000023831	CEI001	CEI Control Services Ltd.	\$832.65
027939	2024-07-11	00000000000023833	CEN0015	Central Alberta Window Cleanin	\$989.60
027940	2024-07-11	00000000000023834	CEN04	Central Labs	\$526.53
027941	2024-07-11	00000000000023835	CLE002	Cleartech Industries Inc.	\$472.90
027942	2024-07-11	00000000000023836	ECK012	Eckville Arena	\$20,000.00
027943	2024-07-11	00000000000023837	ECK023	Eckville Municipal Library	\$10,818.00
027944	2024-07-11	00000000000023838	FLO01	Flowpoint Environmental System	\$108.15
027945	2024-07-11	00000000000023839	FOL002	Folvik's Mechanical Services L	\$931.54
027946	2024-07-11	00000000000023840	GRE006	Green Drop	\$3,274.57
027947	2024-07-11	00000000000023841	HIW001	Hi-Way 9 Express Ltd.	\$1,277.59
027948	2024-07-11	00000000000023842	LAC010	Lacombe Regional Waste Service	\$130.00
027949	2024-07-11	00000000000023843	LIT002	Little Jon's Portable Toilet S	\$1,050.00
027950	2024-07-11	00000000000023844	NCG001	NCGL Construction Ltd.	\$1,563.45
027951	2024-07-11	00000000000023845	RAV001	Raven Printing LTD.	\$956.55
027952	2024-07-11	00000000000023846	REC01	RecordXpress	\$37.98
027953	2024-07-11	00000000000023847	SPA001	Sparrows Auto Service Ltd	\$234.97
027954	2024-07-11	00000000000023848	TEL001	Telus	\$1,138.67
027955	2024-07-11	00000000000023849	THE002	The Western Star	\$84.00
027956	2024-07-11	00000000000023850	TWO001	Two H Group	\$180.00
027957	2024-07-11	00000000000023851	WIL001	Wild Rose Assessment Services	\$1,424.15
027958	2024-07-11	00000000000023852	LAP001	LAPP	\$3,509.44
027959	2024-07-11	00000000000023853	QUA002	Quadiant	\$2,389.38

Total Cheques: 28

Cheques Total: \$139,662.85

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Audit Trail Code: PMVPY00000223

* Voided transactions

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From		Description		
* ATB - GEN	Cheque	027916	2024-06-12	\$408.40
Uline Canada Corporation				

Total Transactions: 1

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System: 2024-07-11 11:20:54 AM
User Date: 2024-07-11

Town Of Eckville
COMPUTER CHEQUE REGISTER
Payables Management

Page: 1
User ID: kristina

Batch ID: CHEQUES
Batch Comment: July 11, 2024

Audit Trail Code: PMCHQ00000881
Posting Date: 2024-07-11

Chequebook ID: ATB - GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
027960	2024-07-11	00000000000023854	ECK023	Eckville Municipal Library	\$2,000.00
027961	2024-07-11	00000000000023855	RAY02	Scott Raymond	\$2,079.00
Total Cheques:	2			Cheques Total:	\$4,079.00

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EFT

Audit Trail Code: PMCHQ00000882
* Voided transactions

Chequebook ID	Type	Number	Date	Amount
Paid To/Rcvd From		Description		
ATB - GEN	Cheque	EFT000000000095	2024-07-16	\$7,554.75
Empringham Disposal Corp.				
ATB - GEN	Cheque	EFT000000000096	2024-07-16	\$7,705.04
Eckville FCSS				
ATB - GEN	Cheque	EFT000000000097	2024-07-16	\$787.50
HHID Consulting Ltd.				
ATB - GEN	Cheque	EFT000000000098	2024-07-16	\$500.00
Penny Seiling				
Total Transactions:	4			

29

Batch ID: AP CHEQUES
 Batch Comment: Cheques

Audit Trail Code: PMCHQ00000883
 Posting Date: 2024-07-24

Chequebook ID: ATB - GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
027962	2024-07-24	00000000000023860	AGR002	Agriterra Equipment	\$197.67
027963	2024-07-24	00000000000023861	AMS001	AMSC	\$17,117.72
027964	2024-07-24	00000000000023862	ANI001	327241 Alberta Ltd.	\$1,932.00
027965	2024-07-24	00000000000023863	ATB001	ATB Financial Mastercard	\$6,002.70
027966	2024-07-24	00000000000023864	AUM003	AUMA	\$328.50
027967	2024-07-24	00000000000023865	BLA01	Blast 'Em Pest Control	\$4,278.75
027968	2024-07-24	00000000000023866	CAP001	Capital H2O Systems Inc.	\$787.50
027969	2024-07-24	00000000000023867	CEN014	Central Alberta Co-op Ltd.	\$2,653.31
027970	2024-07-24	00000000000023868	CEN04	Central Labs	\$175.51
027971	2024-07-24	00000000000023869	CLO001	Cloverdale Paint Inc.	\$148.59
027972	2024-07-24	00000000000023870	GTI001	GTI Petroleum Ltd	\$658.90
027973	2024-07-24	00000000000023871	KEY001	Key Agventures Inc	\$666.78
027974	2024-07-24	00000000000023872	LAC001	Lacombe County	\$2,947.49
027975	2024-07-24	00000000000023873	NEX002	NextGen Automation	\$475.79
027976	2024-07-24	00000000000023874	SHE005	Sherry Meyers	\$68.68
027977	2024-07-24	00000000000023875	STE008	Sterling Power Systems Inc.	\$19,049.63
027978	2024-07-24	00000000000023876	TAG001	Tagish Engineering Ltd.	\$6,506.90
027979	2024-07-24	00000000000023877	TEL002	TELUS MOBILITY	\$146.16
027980	2024-07-24	00000000000023878	UFA001	UFA	\$809.14

Total Cheques: 19

Cheques Total: \$64,951.72

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User Date: 2024-08-01

Town Of Eckville
COMPUTER CHEQUE REGISTER
Payables Management

Page: 1
User ID: kristina

Batch ID: CHEQUES 2024
Batch Comment: Cheques

Audit Trail Code: PMCHQ00000884
Posting Date: 2024-08-01

Chequebook ID: ATB - GEN

* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
027981	2024-08-01	00000000000023879	ATB001	ATB Financial Mastercard	\$9,553.45
027982	2024-08-01	00000000000023880	CEN014	Central Alberta Co-op Ltd.	\$2,419.80
027983	2024-08-01	00000000000023881	CEN04	Central Labs	\$351.02
027984	2024-08-01	00000000000023882	DPO001	DPOC	\$1,575.00
027985	2024-08-01	00000000000023883	RAY02	Scott Raymond	\$2,079.00
027986	2024-08-01	00000000000023884	REC	Receiver General	\$20,558.73
027987	2024-08-01	00000000000023885	TEL001	Telus	\$1,154.95
027988	2024-08-01	00000000000023886	WBC001	WCB	\$3,244.03
027989	2024-08-01	00000000000023887	LAP001	LAPP	\$3,484.83

Total Cheques: 9

Cheques Total: \$44,420.81
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31

Batch ID: CHEQUES
 Batch Comment: Aug 8, 2024

Audit Trail Code: PMCHQ00000885
 Posting Date: 2024-08-08

Chequebook ID: ATB - GEN

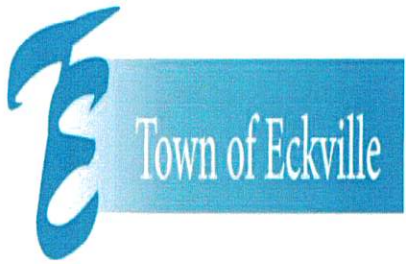
* Voided Cheques

Cheque Number	Date	Payment Number	Vendor ID	Cheque Name	Amount
027990	2024-08-08	00000000000023888	AAM001	Canoe	\$1,432.82
027991	2024-08-08	00000000000023889	CAN11	Canadian Linen and Uniform Ser	\$599.82
027992	2024-08-08	00000000000023890	CIP01	CIP Office Technology	\$285.60
027993	2024-08-08	00000000000023891	CLE002	Cleartech Industries Inc.	\$310.36
027994	2024-08-08	00000000000023892	DAN02	Randall Daniels	\$112.16
027995	2024-08-08	00000000000023893	FOO01	Foothills Tank Rentals	\$1,726.73
027996	2024-08-08	00000000000023894	KEY001	Key Agventures Inc	\$751.80
027997	2024-08-08	00000000000023895	LAC010	Lacombe Regional Waste Service	\$600.00
027998	2024-08-08	00000000000023896	LIT002	Little Jon's Portable Toilet S	\$1,050.00
027999	2024-08-08	00000000000023897	MES001	Messer Canada INC.	\$47.68
028000	2024-08-08	00000000000023898	MIS001	Missing Link Internet Inc.	\$367.50
028001	2024-08-08	00000000000023899	PET001	Petty Cash	\$200.00
028002	2024-08-08	00000000000023900	PRO006	Proform Concrete Services	\$8,849.98
028003	2024-08-08	00000000000023901	TRU001	Trudy Playfair	\$75.00
028004	2024-08-08	00000000000023902	TWO001	Two H Group	\$300.00
028005	2024-08-08	00000000000023903	WIL001	Wild Rose Assessment Services	\$1,424.15
028006	2024-08-08	00000000000023904	ARC003	Archon IT Services Ltd.	\$3,345.55

Total Cheques: 17

Cheques Total: \$21,479.15

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2024 Operating & Capital Spend Q1 & Q2



SPEND SUMMARY

Adjusted for Capital Expenditures

	2024 Q1&Q2	2024 Budget	2024 YTD/ 2024 Budget \$	2024 YTD / 2024 Budget %
REVENUES				
TAXES	\$1,613,746.78	\$1,614,600.54	(\$853.76)	99.9%
TAX ADJUSTMENTS				
OTHER GEN. MUN. REV.	\$117,022.46	\$236,000.00	(\$118,977.54)	49.6%
COUNCIL, LEGISLATIVE	\$128.48	\$9,500.00	(\$9,371.52)	1.4%
GEN. ADMINISTRATION	\$1,953.54	\$81,212.00	(\$79,258.46)	2.4%
POLICE	\$0.00	\$0.00	(\$0.00)	0.0%
FIRE FIGHTING	\$32,199.68	\$70,932.00	(\$38,732.32)	45.4%
DISASTER SERVICES	\$0.00	\$0.00	(\$0.00)	0.0%
BYLAW SERVICES	\$4,566.08	\$38,250.00	(\$33,683.92)	11.9%
RDS, STS, LIGHTING	\$11,134.00	\$8,083.00	\$3,051.00	137.7%
STORM WATER	\$0.00	\$0.00	(\$0.00)	0.0%
WATER	\$76,079.47	\$197,225.00	(\$121,145.53)	38.6%
SANITARY SEWER	\$114,790.42	\$220,000.00	(\$105,209.58)	52.2%
GARBAGE	\$95,987.85	\$188,250.00	(\$92,262.15)	51.0%
F. C. S. S.	\$15,410.11	\$30,488.00	(\$15,077.89)	50.5%
CEMETERIES	\$1,000.00	\$13,002.58	(\$12,002.58)	7.7%
OTHER PUBLIC HEALTH	\$0.00	\$10,000.00	(\$10,000.00)	0.0%
PLANNING, DEV.	\$8.00	\$8,500.00	(\$8,492.00)	0.1%
COMMUNITY, AGRIC.	\$13,038.20	\$51,527.00	(\$38,488.80)	25.3%
SUBD. LAND, DEV.	\$0.00	\$120,000.00	(\$120,000.00)	0.0%
RECREATION, PARKS	\$0.00	\$66,841.09	(\$66,841.09)	0.0%
CULTURAL: LIBRARY	\$1,710.98	\$2,200.00	(\$489.02)	77.8%
OP. CONT. RESERVES	\$0.00	\$0.00	(\$0.00)	0.0%
REVENUES	\$2,098,776.05	\$2,966,611.21	(\$867,835.16)	70.7%
CAPITAL	\$141,047.00	\$728,500.00	(\$587,453.00)	19.4%
TOTAL REVENUES	\$2,239,823.05	\$3,695,111.21	(\$1,455,288.16)	60.6%

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SPEND SUMMARY

Adjusted for Capital Expenditures

	2024 Q1&Q2	2024 Budget	2024 YTD/ 2024 Budget \$	2024 YTD / 2024 Budget %
EXPENDITURES				
COUNCIL, LEGISLATIVE	\$72,751.73	\$173,680.13	\$100,928.40	41.9%
GEN. ADMINISTRATION	\$304,002.02	\$519,107.87	\$215,105.85	58.6%
POLICE FUNDING	\$0.00	\$60,000.00	\$60,000.00	0.0%
FIRE FIGHTING	\$74,284.32	\$145,177.62	\$70,893.30	51.2%
DISASTER SERVICES	\$16,431.03	\$29,807.95	\$13,376.92	55.1%
BYLAW SERVICES	\$9,870.47	\$51,103.00	\$41,232.53	19.3%
RDS, STS, LIGHTING	\$479,118.36	\$680,371.23	\$201,252.87	70.4%
STORM DRAINAGE	\$0.00	\$395.34	\$395.34	0.0%
WATER	\$177,397.01	\$302,110.61	\$124,713.60	58.7%
SANITARY SEWER	\$193,045.94	\$281,062.72	\$88,016.78	68.7%
GARBAGE	\$100,613.53	\$229,017.46	\$128,403.93	43.9%
F. C. S. S.	\$26,735.11	\$44,536.65	\$17,801.54	60.0%
CEMETERIES	\$10,482.10	\$31,729.11	\$21,247.01	33.0%
OTHER PUBLIC HEALTH	\$0.00	\$0.00	\$0.00	0.0%
PLANNING, DEV.	\$9,490.25	\$33,985.00	\$24,494.75	27.9%
COMMUNITY, AGRIC.	\$81,717.26	\$123,996.68	\$42,279.42	65.9%
SUBD. LAND, DEV.	\$14,447.25	\$42,358.00	\$27,910.75	34.1%
RECREATION, PARKS	\$190,524.85	\$330,274.40	\$139,749.55	57.7%
CULTURAL: LIBRARY	\$25,770.37	\$63,114.06	\$37,343.69	40.8%
REQUISITIONS	\$162,807.71	\$337,471.69	\$174,663.98	48.2%
OP CONT. RESERVES	\$0.00	\$0.00	\$0.00	0.0%
EXPENDITURES	\$1,949,489.31	\$3,479,299.54	\$1,529,810.23	56.0%
CAPITAL	\$141,047.00	\$728,500.00	\$587,453.00	19.4%
TOTAL EXPENSES	\$2,090,536.31	\$4,207,799.54	\$2,117,263.23	49.7%

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Statement of Financial Activities

	2024 Q1&Q2	2024 Budget	2024 YTD/ 2024 Budget \$	2024 YTD / 2024 Budget %
REVENUES				
Net Property Tax	\$1,613,746.78	\$1,614,600.54	(\$853.76)	99.9%
Sales and User Charges	\$289,216.54	\$749,795.00	(\$460,578.46)	38.6%
Penalties	\$11,631.63	\$20,000.00	(\$8,368.37)	58.2%
Licenses and Permits	\$4,466.08	\$12,750.00	(\$8,283.92)	35.0%
Fines	\$1,182.00	\$6,500.00	(\$5,318.00)	18.2%
Franchise and Concession Contracts	\$77,363.32	\$160,000.00	(\$82,636.68)	48.4%
Return on Investments	\$26,637.99	\$50,000.00	(\$23,362.01)	53.3%
Rentals and Lease Revenue	\$23,335.03	\$48,082.00	(\$24,746.97)	48.5%
Gain on Sale of Assets	\$0.00	\$0.00	(\$0.00)	0.0%
Federal, Provincial Transfers	\$157,777.11	\$896,180.00	(\$738,402.89)	17.6%
Local Govt Transfers	\$0.00	\$82,670.67	(\$82,670.67)	0.0%
Operating/Reserves Transfers	\$0.00	\$0.00	(\$0.00)	0.0%
Capital/Reserves Transfers	\$0.00	\$9,250.00	(\$9,250.00)	0.0%
Transfers from Operating Functions	\$0.00	\$0.00	(\$0.00)	0.0%
Borrowing	\$0.00	\$0.00	(\$0.00)	0.0%
Other Revenues	\$34,466.57	\$45,283.00	(\$10,816.43)	76.1%
Total Revenues	\$2,239,823.05	\$3,695,111.21	(\$1,455,288.16)	60.6%



Statement of Financial Activities

	2024 Q1&Q2	2024 Budget	2024 YTD/ 2024 Budget \$	2024 YTD / 2024 Budget %
EXPENDITURES				
Salaries, Wages, Benefits	\$470,850.27	\$950,636.45	\$479,786.18	49.5%
Training and Development	\$8,848.25	\$39,000.00	\$30,151.75	22.7%
Contracted and General Services	\$436,308.40	\$834,560.04	\$398,251.64	52.3%
Materials, Goods, Supplies	\$53,850.41	\$106,351.00	\$52,500.59	50.6%
Utilities	\$89,021.17	\$190,330.00	\$101,308.83	46.8%
Tangible Capital Assets	\$141,047.00	\$728,500.00	\$587,453.00	19.4%
Transfers to Other Govts	\$37,635.00	\$98,724.00	\$61,089.00	38.1%
Trans. To Local Boards, Agencies	\$66,728.11	\$273,760.47	\$207,032.36	24.4%
Bank Charges, Interest	\$1,812.41	\$3,500.00	\$1,687.59	51.8%
Provision for Allowances	\$0.00	\$3,900.00	\$3,900.00	0.0%
Interest on Long-term Debt	\$32,211.27	\$51,649.58	\$19,438.31	62.4%
Operating Transfer to (from) Reserves	\$0.00	\$0.00	\$0.00	0.0%
Operating Transfer to (from) Capital	\$10,000.00	\$10,000.00	\$0.00	100.0%
Amortization	\$579,416.31	\$579,416.31	\$0.00	100.0%
Requisitions	\$162,807.71	\$337,471.69	\$174,663.98	48.2%
Total Expenditures	\$2,090,536.31	\$4,207,799.54	\$2,117,263.23	49.7%

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**TOWN OF ECKVILLE
2024 OPERATING PROJECTS AND CAPITAL INVESTMENT PLAN SPEND**

<i>Council/Administration/Other Description</i>	<i>Actual</i>	<i>Commitments</i>	<i>Estimated At Completion</i>	<i>Budget</i>
<i>Council Education</i>	\$0.00	\$8,500.00	\$8,500.00	\$8,500
<i>IT Costs</i>	\$0.00	\$77,242.00	\$77,242.00	\$77,242
<i>Cemetery</i>	\$0.00	\$5,000.00	\$5,000.00	\$5,000
<i>Community Policing</i>	\$0.00	\$25,000.00	\$25,000.00	\$25,000
Total Administration	\$0.00	\$115,742.00	\$115,742.00	\$115,742

<i>Common Services Description</i>	<i>Actual</i>	<i>Commitments</i>	<i>Estimated At Completion</i>	<i>Budget</i>
<i>Fire Dept Reserve</i>	\$10,000.00	\$0.00	\$10,000.00	\$10,000
<i>Fire Dept Equipment</i>	\$0.00	\$18,500.00	\$18,500.00	\$18,500
Total Common Services	\$10,000.00	\$18,500.00	\$28,500.00	\$28,500

<i>Roads, Streets and Walks Description</i>	<i>Actual</i>	<i>Commitments</i>	<i>Estimated At Completion</i>	<i>Budget</i>
<i>Loader Rebuild</i>	\$104,163.00	\$0.00	\$104,163.00	\$100,000
<i>Street Repairs</i>	\$0.00	\$0.00	\$0.00	\$65,000
<i>Concrete Replacement</i>	\$0.00	\$0.00	\$0.00	\$50,000
<i>Misc Equipment</i>	\$0.00	\$0.00	\$0.00	\$20,000
Total Roads, Streets and Walks	\$104,163.00	\$0.00	\$104,163.00	\$235,000

<i>Water Description</i>	<i>Actual</i>	<i>Commitments</i>	<i>Estimated At Completion</i>	<i>Budget</i>
<i>Water Meter Replacement Program</i>	\$0.00	\$450,000.00	\$450,000.00	\$450,000
Total Water	\$0.00	\$450,000.00	\$450,000.00	\$450,000

<i>FUNDING SOURCE</i>										
<i>Current Operating</i>	<i>LGFF</i>	<i>CCBF</i>	<i>Grants Fed Prog</i>	<i>Prov Prog</i>	<i>Other</i>	<i>Sale/Cont of Assets</i>	<i>Borrowing</i>	<i>Restricted Surplus</i>	<i>Restricted Surplus</i>	<i>TOTAL</i>
	\$8,500									\$8,500
	\$77,242									\$77,242
	\$5,000									\$5,000
	\$25,000									\$25,000
\$0	\$115,742	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,742

<i>FUNDING SOURCE</i>										
<i>Current Operating</i>	<i>LGFF</i>	<i>CCBF</i>	<i>Grants Fed Prog</i>	<i>Prov Prog</i>	<i>Other</i>	<i>Sale/Cont of Assets</i>	<i>Borrowing</i>	<i>Restricted Surplus</i>	<i>Restricted Surplus</i>	<i>TOTAL</i>
\$10,000										\$10,000
					\$9,250			\$9,250	Fire	\$18,500
\$10,000	\$0	\$0	\$0	\$0	\$9,250	\$0	\$0	\$9,250		\$28,500

<i>FUNDING SOURCE</i>										
<i>Current Operating</i>	<i>LGFF</i>	<i>CCBF</i>	<i>Grants Fed Prog</i>	<i>Prov Prog</i>	<i>Other</i>	<i>Sale/Cont of Assets</i>	<i>Borrowing</i>	<i>Restricted Surplus</i>	<i>Restricted Surplus</i>	<i>TOTAL</i>
	\$69,671					\$34,492				\$104,163
	\$0									\$0
	\$0									\$0
	\$0									\$0
\$0	\$69,671	\$0	\$0	\$0	\$0	\$34,492	\$0	\$0		\$104,163

<i>FUNDING SOURCE</i>										
<i>Current Operating</i>	<i>LGFF</i>	<i>CCBF</i>	<i>Grants Fed Prog</i>	<i>Prov Prog</i>	<i>Other</i>	<i>Sale/Cont of Assets</i>	<i>Borrowing</i>	<i>Restricted Surplus</i>	<i>Restricted Surplus</i>	<i>TOTAL</i>
		\$450,000								\$450,000
\$0	\$0	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0		\$450,000

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**TOWN OF ECKVILLE
2024 OPERATING PROJECTS AND CAPITAL INVESTMENT PLAN SPEND**

Wastewater Description	Actual	Commitments	Estimated At Completion	Budget	FUNDING SOURCE																
					Current Operating	LGFF	CCBF	Grants Fed Prog	Prov Prog	Other	Sale/Cont of Assets	Borrowing	Restricted Surplus	Restricted Surplus	TOTAL						
Lift Station Pump	\$36,884.00	\$0.00	\$36,884.00	\$25,000		\$36,884															\$36,884
Total Wastewater	\$36,884.00	\$0.00	\$36,884.00	\$25,000	\$0	\$36,884	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,884
Municipal Planning, Zoning, Development Description	Actual	Commitments	Estimated At Completion	Budget	Current Operating	LGFF	CCBF	Grants Fed Prog	Prov Prog	Other	Sale/Cont of Assets	Borrowing	Restricted Surplus	Restricted Surplus	TOTAL						
Planning	\$3,858.00	\$4,642.00	\$8,500.00	\$8,500		\$8,500															\$8,500
Total Municipal Planning, Zoning, Development	\$3,858.00	\$4,642.00	\$8,500.00	\$8,500	\$0	\$8,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,500
Community and Agriculture Services Description	Actual	Commitments	Estimated At Completion	Budget	Current Operating	LGFF	CCBF	Grants Fed Prog	Prov Prog	Other	Sale/Cont of Assets	Borrowing	Restricted Surplus	Restricted Surplus	TOTAL						
Curling Rink Contribution- Operating	\$0.00	\$10,000.00	\$10,000.00	\$10,000		\$10,000															\$10,000
Community Center Contribution- Operating	\$0.00	\$10,000.00	\$10,000.00	\$10,000		\$10,000															\$10,000
Total Community and Agriculture Services	\$0.00	\$20,000.00	\$20,000.00	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
Recreation/Parks Description	Actual	Commitments	Estimated At Completion	Budget	Current Operating	LGFF	CCBF	Grants Fed Prog	Prov Prog	Other	Sale/Cont of Assets	Borrowing	Restricted Surplus	Restricted Surplus	TOTAL						
Arena Contribution- Operating	\$40,000.00	\$32,000.00	\$72,000.00	\$80,000	\$62,000	\$10,000															\$72,000
Total Recreation/Parks	\$40,000.00	\$32,000.00	\$72,000.00	\$80,000	\$62,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$72,000
Culture Description	Actual	Commitments	Estimated At Completion	Budget	Current Operating	LGFF	CCBF	Grants Fed Prog	Prov Prog	Other	Sale/Cont of Assets	Borrowing	Restricted Surplus	Restricted Surplus	TOTAL						
Library/Museum Concept Drawings	\$0.00	\$0.00	\$0.00	\$0		\$0								\$0	\$0					Library/Museum	\$0
Total Culture	\$0.00	\$0.00	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL OPERATING AND CAPITAL PROJECTS	Actual	Commitments	Estimated At Completion	Budget	Current Operating	LGFF	CCBF	Grants Fed Prog	Prov Prog	Other	Sale/Cont of Assets	Borrowing	Restricted Surplus	Restricted Surplus	TOTAL						
	\$194,905.00	\$640,884.00	\$835,789.00	\$962,742	\$72,000	\$260,797	\$450,000	\$0	\$0	\$9,250	\$34,492	\$0	\$9,250		\$835,789						
TOTAL LGFF OPERATING	\$3,858.00	\$110,384.00	\$154,242.00	\$154,242		\$154,242									\$154,242						
TOTAL OPERATING TRANSFER	\$40,000.00	\$32,000.00	\$62,000.00	\$70,000	\$62,000										\$62,000						
Total Reserve Transfers	\$10,000.00	\$0.00	\$10,000.00	\$10,000	\$10,000										\$10,000						
TOTAL CAPITAL	\$141,047.00	\$498,500.00	\$609,547.00	\$728,500	\$0	\$106,555	\$450,000	\$0	\$0	\$9,250	\$34,492	\$0	\$9,250		\$609,547						

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ANIMAL CONTROL SERVICES o/a 327241 Alberta Ltd
BILLING SUMMARY

Mtg. Date Aug 12, 2024
Agenda Item 7.3

MONTH OF SERVICE June 2024

MUNICIPALITY ECKVILLE

DATE	HOURS	TOTAL	COST	COMPLAINT	RTO	ADOPT	COST
1			0.00				
2			0.00				
3	8-10	2	230.00				
4			0.00				
5			0.00				
6			0.00				
7			0.00				
8			0.00				
9			0.00				
10	4-6	2	230.00				
11			0.00				
12			0.00				
13			0.00				
14	9-11	2	230.00	1 Complaint			
15			0.00				
16			0.00				
17	8-10	2	230.00				
18	9-11	2	230.00				
19	1-3	2	230.00				
20	2-4	2	230.00				
21			0.00				
22			0.00				
23			0.00				
24	10-12	2	230.00	1 Cat	X		
25			0.00				
26			0.00				
27			0.00				
28			0.00				
29			0.00				
30			0.00				
31			0.00				

PATROL COSTS	16	\$1,840.00
IMPOUND FEES		\$0.00
SUBTOTAL		\$1,840.00
GST		\$92.00
TOTAL		\$1,932.00

ANIMAL CONTROL SERVICES o/a 327241 Alberta Ltd
 BILLING SUMMARY

MONTH OF SERVICE July 2024

MUNICIPALITY

ECKVILLE

DATE	HOURS	TOTAL	COST	COMPLAINT	RTO	ADOPT	COST
1			0.00				
2	3-4	1	115.00	1 Cat		X	100.00
3	12-2	2	230.00				
4			0.00				
5			0.00				
6			0.00				
7			0.00				
8			0.00				
9			0.00				
10			0.00				
11			0.00				
12			0.00				
13			0.00				
14	10-12	2	230.00	1 Complaint			
15			0.00				
16	8-10	2	230.00				
17			0.00				
18			0.00				
19	9-11	2	230.00				
20			0.00				
21			0.00				
22	1-3	2	230.00				
23			0.00				
24			0.00				
25	1-3	2	230.00				
26			0.00				
27			0.00				
28			0.00				
29	1-2	1	115.00				
30			0.00				
31			0.00				

PATROL COSTS	14	\$1,610.00
IMPOUND FEES		\$100.00
SUBTOTAL		\$1,710.00
GST		\$85.50
TOTAL		\$1,795.50

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HIGHLIGHTS OF THE REGULAR COUNCIL MEETING JULY 11, 2024

2025 OPERATIONS HEAVY EQUIPMENT CAPITAL PURCHASES

The annual fleet evaluation and capital purchase process has identified a need to replace seven pieces of County equipment.

By resolution of Council, the County Manager was authorized to tender and award for the purchase of the seven pieces of equipment at an estimated cost of \$4,215,000 and to dispose of the existing units at an estimated trade-in or private sale value of \$865,000. The difference between the purchase of the numbers and the sale of the old units, in the amount of \$3,350,000 will be funded from the Fleet and Equipment Reserve.

RESPECTFUL WORKPLACE POLICY REVISION

Council approved updates to Policy AD(24) Respectful Workplace. The Respectful Workplace policy is the directing document of Lacombe County's harassment and violence prevention plans.

DROUGHT MANAGEMENT COMMITTEE UPDATE

Council was provided with a Summer 2024 update by the Drought Management Committee which included information about the current drought situation in Alberta and implementation of the Drought Management Plan.

LACOMBE COUNTY SUCCESS GROWS HERE! FILMS

Council viewed 10 videos that have been recently created to promote Lacombe County to various audiences for multiple purposes. The videos will be used on social media platforms and can be used at different trade shows and events to showcase Lacombe County. Production of the videos was funded through the Rural Economic Development Microgrant.

2023 TAX SALE (PUBLIC AUCTION) FOLLOW-UP

On November 24, 2023, the County held its annual tax sale via public auction. This auction, held in accordance with section 418 of the Municipal Government Act, involved three property titles with outstanding (for more than two years) property taxes. The subject properties are located in Mirror and vary in location, services, and zoning. No bids were received at the auction for any of the properties.

In accordance with section 424 of the Municipal Government Act, the County has the authority to have these properties transferred into the name of the County if no one purchases the properties through the tax sale process. By resolution of Council, Lacombe County will acquire title to the following properties: Lots 14-17 Block 4, Plan 7159AI; Lots 16-18 and 20, Block 13, Plan 7159AI; Lot 13, Block 13, Plan 7159AI and offer them for sale in accordance with Municipal Government Act.

LACOMBE COUNTY/EAGLE BUILDERS PARKING LOT – OPENING

The new proposed date for the official opening of the new parking lot adjacent to the Eagle Builder's main office in the Aspelund Industrial Park is September 12, 2024 or September 26, 2024 at 1:00 p.m.

MEGLOBAL SITE TOUR

Lacombe County Council will tour the MEGlobal site on October 2, 2024.

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WHERE PEOPLE ARE THE KEY

COMMUNITY AGGREGATE PAYMENT LEVY REGULATION REVIEW

The current CAP Levy Regulation expires on December 31, 2024. As such, Rural Municipalities of Alberta (RMA) is engaging with the Alberta Sand and Gravel Association (ASGA) to discuss possible changes to the CAP Levy Regulation. As part of this negotiation process, RMA is inviting member municipalities to share their experiences with the current CAP Levy Regulation and any possible regulatory changes that may be required. This input will help guide RMA's approach to the negotiation process.

A letter to Rural Municipalities of Alberta expressing Lacombe County's 1) experiences with the Community Aggregate Payment (CAP) Levy Regulation and 2) position with respect to changes to the CAP Levy Regulation, was endorsed by Council.

BYLAW NO. 1418/24 PILOT PROJECT (GOLF CARTS)

The Minister of Transportation and Economic Corridors signed a Ministerial order on June 14, 2024, creating the Pilot Project (Golf Carts) regulation under the Alberta Traffic Safety Act. As such, the Pilot Project (Golf Carts) Regulation authorizes a participating municipality to pass a bylaw permitting registered users the opportunity to operate a golf cart on public roadways lawfully.

Council moved first, second, and third readings of Bylaw No. 1418/24, a bylaw of Lacombe County authorizing the operation, regulation, and control of vehicles on highways and municipal lands in Lacombe County.

Council also moved first, second, and third readings of Bylaw No. 1419/23, a bylaw of Lacombe County authorizing the establishment of fees for various services, supplies, information, applications, and appeals provided to the public.

The County Manager was directed to develop a Golf Cart Program allowing the use of registered golf carts on designated routes within Lacombe County Residential Lake Districts.

CANADIAN ASSOCIATION OF RADON SCIENTISTS AND TECHNOLOGISTS

Pam Warketin, Executive Director, Canadian Association of Radon Scientists and Technologists (CARTS) provided Council with a presentation regarding the Take Action on Radon initiative as well as general information about recent radon test results in Lacombe County.

Next Regular Council Meeting is

August 22, 2024 – 9:00 a.m.

Next Committee of the Whole Meeting is

October 1, 2024 – 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.**

Mtg. Date Aug 12, 2024

Agenda Item 9.1 B



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR115493

July 23, 2024

Her Worship Colleen Ebden
Mayor
Town of Eckville
PO Box 578
Eckville AB T0M 0X0

Dear Mayor Ebden:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For the Town of Eckville, the 2024 CCBF allocation is \$109,073.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

.../2

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The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver
Minister

cc: Jack Ramsden, Chief Administrative Officer, Town of Eckville

Mtg. Date Aug 12, 2024

Agenda Item 9.1 C

TOWN OF PENHOLD



Mayor Colleen Ebden
Town of Eckville
PO Box 578
Eckville, AB T0M 0X0

OFFICE OF THE MAYOR

1 Waskasoo Avenue
P.O. Box 10
Penhold, AB T0M 1R0

PHONE: 403.886.4567
FAX: 403.886.4039
EMAIL: info@townofpenhold.ca
www.townofpenhold.ca

August 6, 2024

RE: Town of Penhold Fall Festival Parade on Sept. 7th, 2024

Dear Colleen,

We are thrilled to be planning the Town of Penhold's annual Fall Festival on September 6th & 7th. I invite you to come celebrate with us on Saturday Sept. 7 and represent your municipality by participating in our "Dreams Take Flight" themed parade. The Town of Penhold is pleased to announce this year's Fall Festival Honourary Parade Marshal is 7 Penhold Royal Canadian Air Cadet Squadron (RCACS) as a means to celebrate the Royal Canadian Air Forces Centennial.

As we have done in the past, we invite you to join myself and Council on our dignitary float, or supply your own transportation for the parade. You will need to let Bonnie know your preference so space can be allocated on the float and in the parade line-up.

All dignitaries will be provided with two tickets to the Community T.I.E.S. Pancake Breakfast and a small token of our appreciation. The parade is scheduled to begin at 11:00 a.m. on Saturday, September 7th and we ask you arrive between 9:30 and 10:00 a.m. The parade line up will be along Lincoln Street, please see attached map.

If you plan to join us please feel free to bring candy to share with the crowd along the parade route. There will be some candy provided on the dignitary float.

We ask all dignitaries who wish to participate in our Fall Festival parade to submit the attached registration form to Bonnie at bstearns@townofpenhold.ca by Friday, August 23rd, 2024.

If you have any questions please feel free to contact Bonnie directly at 403-886-3281.

We look forward to seeing you at our Fall Festival!

Sincerely,

Mayor Mike Yargeau

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