AGENDA



Organizational/Regular Council Meeting Tuesday, October 25th, 2016 – 6:00PM Council Chambers of the Town Office, Sedgewick, AB

Call to Order:

Opening Values Ceremony:

Organizational Meeting - Adoption of Agenda:

- 1. Committee Appointments
- 2. Deputy Mayor Appointment
- 3. Assessor Appointment
- 4. Auditor Appointment
- 5. Council Meeting Appointments
- 6. Signing Authorities
- 7. Adjournment

Regular Meeting - Adoption of Agenda:

Delegation: n/a

Minutes:

1. Regular Meeting Minutes –September 15th, 2016 *Matters Arising:*

Financials:

- 1. Financial Statement August 31st, 2016 Attached
- 2. Financial Statement September 30th, 2016 Addition
- 3. List of Accounts September 30th, 2016 Attached

Reports for the period ending October 25th, 2016:

- 1. Council Committee Reports
 - Matters Arising
- 2. Public Works Report
 - Matters Arising
- 3. CAO Report
 - Matters Arising

BUSINESS-Old

1.	Community Resource Project	OB1
2.	Parkland Regional Library – 2017 Proposed Budget	OB2
3.	Policy Review – B7 Unscheduled Business Communications	OB3
4.		
5.		

AGENDA

BUSINI	ESS- New	
1.		NB1
2.	FIP – Regional Safety Program	NB2
3.	Land Use Bylaw – Re-Districting Request	NB3
4.		
5.		
Corres	pondence:	
1.	Flagstaff Family &Community Service (FFCS) – Care-A-Van Project	A1
2.	Flagstaff Regional Housing Group – June 21st, 2016 Approved Minutes	A2
3.	FIRST – June 6 th , 2016 Approved Minutes	А3
4.	Sedgewick Library – September 20 th , 2016 Approved Minutes	A4
5.	Town of Hardisty – Feedback regarding Flagstaff Aquatic Centre	A5
6.	Battle River Knights – Letter of Support	A6
7.	SKNGS – September 2016 Financials	A7
8.	FIRST – Sample Letter of Support	A8
9.	FFCS – Christmas Sharing Program	Α9
10.	. Sedgewick Lions Club – Spray Park Project	A10
11.	. Sedgewick Lions Club – Christmas Gala	A11
12.	Battle Rive Wainwright Constituency, Opposition Wild Rose – Open House	A12
13.	Flagstaff County – Notice of Development	A13
File of	Correspondence – Attached	
Round	Table:	

Adjournment:

Overview

Topic: Annual Organizational Meeting

Initiated by: MGA

Prepared by: Amanda Davis

Attachments: 1. Policy – C.1.b – Appointments of Elected Officials

2. Proposed Committee Appointments

3. YTD Clr. Expenses

4. Draft Organizational Minutes Template

Council is responsible to conduct an annual organizational meeting and complete committee appointments.

Council's Year to Date expenses are to be reviewed at the annual organizational meeting (attached).

Deputy Mayor - Policy A.2

"POLICY:

- a.) The Mayor is elected.
- b.) The Deputy-Mayor position is determined as the councillor with the most votes in the general municipal election.
- c.) The Deputy-Mayor appointment may be determined in any manner by council".

Election Results:

Greg Sparrow – 209 Shawn Higginson - 118 Tim Schmutz - 92 Grant Imlah – 56 Stephen Levy – 53

^{*}The results differ significantly due to the number of by-elections held since the 2013 municipal election.



TOWN OF SEDGEWICK

POLICY SECTION:	C. ADMINISTRATION
POLICY SECTION:	C. ADMINISTRATION

TITLE: 1. COUNCIL

SUBSECTION: b.) Appointments of Elected Officials

PURPOSE: To provide an orderly process to council committee appointments

POLICY:

- i.) Appointments to committees shall be made at the Annual Organizational meeting through orderly discussion in council.
- ii.) Unclaimed committee positions are filled by appointment of the Mayor.
- iii.) Committee vacancies which occur during the year shall be filled at a regular council meeting through orderly discussion in council.
- iv.) Unclaimed committee vacancies which occur during the year shall be filled by appointment of the Mayor.
- v.) Council appointments shall be on a rotational basis

	Date	Resolution Number
Approved	March 19, 2009	2009.03.99
Amended		
Amended		
Amended		

	EXISTING		PROPOSED	
PERRY	Administration BRAED FIP Mayors Meeting FFCS	PERRY	Administration BRAED FIP Mayors Meeting FFCS	
	Cemetery		Cemetery	
GREG	Policy Review Public Works SKNGS Rec Baord FRHG	GREG	Policy Review Public Works SKNGS Rec Baord FRHG	
GRANT	Administration Fire Dept. RESC Public Wokrs Land Committee Health Unit Contact	GRANT	Administration Fire Dept. RESC Public Wokrs Land Committee Health Unit Contact	
TIM	CAC Public Works SKNGS Hall Board Land Committee	TIM	CAC Public Works SKNGS Hall Board Land Committee	
STEPHEN	Beautification Sedgewick Library PRL Land Committee Cemetery	STEPHEN	Beautification Sedgewick Library PRL Land Committee Cemetery	
SHAWN	Policy Review SKNGS FRSWMA Beautification Golf Club	SHAWN	Policy Review SKNGS FRSWMA Beautification Golf Club	
	Vacancies:		Administration Beautification Sedgewick Lake Park	

Cemetery

 $^{{}^{*}}$ no changes have been proposed from existing appointments.

Employee Year to Date Journal

997 (LEGISLATIVE) For Department:

Date Timesheets Last Posted for Company :	26Sep2016	-,		
37 LEVY, Stephen J.	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate CR. Direct Reimbursement	1675.00 797.62 58.91 380.57	Canada Pension Plan		54.04
Total Payments	2912.10	Total Deductions Net Pay		54.04 2858.06
38 SCHMUTZ, Timmie	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate	1550.00 738.09 36.91	Canada Pension Plan		47.85
Total Payments	2325.00	Total Deductions Net Pay		47.85 2277.15
39 HIGGINSON, Shawn	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate CR. Direct Reimbursement	1958.34 932.54 58.01 227.65	Canada Pension Plan Income Tax		68.06 9.38
Total Payments	3176.54	Total Deductions Net Pay		77.44 3099.10
41 IMLAH, Donald G.	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate	1733.33 825.40 41.27	Canada Pension Plan		56.92
Total Payments	2600.00	Total Deductions Net Pay		56.92 2543.08
43 SPARROW, Gregory J.	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate	1266.67 603.18 30.15	Canada Pension Plan		33.82
Total Payments	1900.00	Total Deductions Net Pay		33.82 1866.18
44 ROBINSON, Perry D.	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate CR. Direct Reimbursement	3991.66 1900.80 149.95 1097.86	Extra Income Tax Canada Pension Plan Income Tax		675.00 116.74 33.66
Total Payments	7140.27	Total Deductions Net Pay		825.40 6314.87
47 ROSE, Cindy L.	Pay Group: 001	Dept. 997	El Group: 108129651RP0001	
CR. Remuneration CR. Expense Allowance CR. GST Rebate CR. Direct Reimbursement	1890.83 900.40 57.72 254.06	Canada Pension Plan		64.72
Total Payments	3103.01	Total Deductions Net Pay		64.72 3038.29
Totals For Department:997	Number of Employees: 7	1	Number of Records: 7	
		Extra Income Tax		675.00
CR. Remuneration CR. Expense Allowance CR. GST Rebate CR. Direct Reimbursement	14065.83 6698.03 432.92 1960.14	Canada Pension Plan Income Tax		442.15

The annual organizational meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Tuesday October 25th, 2016 at 5:00PM.

Drocont	Dormy Pohincon	Mayer					
Present	Perry Robinson	Mayor Councillor					
	Greg Sparrow						
	Grant Imlah	Councillor					
	Stephen Levy	Councillor					
	Tim Schmutz	Councillor					
	Shawn Higginson	Councillor					
Dussaut	Amanda Davia	640					
Present	Amanda Davis	CAO					
	Elaine MacDonald Assistant CAO						
Call to Order	Mayor Robinson called the meeting to	o order at pm.					
2016.10.	committees and appointments be	MOTION by Clr that the members on the standing committees and appointments be approved with all councillors designated as alternate members on all committees.					
ADMINISTRATION:							
Perry Robinson	Budgeting and Finance						
Grant Imlah	Contracts, Agreements and Requisitio	ins					
*	Bylaws						
	Memberships and Subscriptions						
	Legal						
	Engineers						
	Town Office – building and equipmen	t					
	Insurance						
	Licenses and Permits						
	Assessors and Assessments						
	Auditor						
	Grants – Local, Provincial and Federal	Grants – Local, Provincial and Federal					
Greg Sparrow							
Shawn Higginson	Policy Review Committee						
Tim Schmutz							
ECONOMIC DEVELOPM	ENT:						
Council	Economic Development						
Council	Public Relations						
	Citizen's Complaints						
	State of Somplaints						
Perry Robinson	Battle River Alliance for Economic Dev	velopment (BRAED)					
Perry Robinson	Flagstaff Intermunicipal Partnership (I						
Perry Robinson	Mayors Meeting – <i>Monthly</i>						
-	, , ,						
PROTECTION TO PERSO	NS AND PROPERTY:						
Tim Schmutz	Citizen's Advisory Committee (CAC)						
Grant Imlah	Volunteer Fire Department – 1 st Thursday						
Grant Imlah	Regional Emergency Services Committee (RESC)						
Ian Malcolm	Director of Emergency Management (DEM)					
Richard Debock	Deputy Director of Emergency Manag	ement (DDEM)					

11-Oct-16 11-Oct-16 Mayor CAO

TRANSPORTATION & UTILITIES – PUBLIC WORKS:					
Tim Schmutz Greg Sparrow Grant Imlah	Streets, sidewalks, sanding, gravel, oil, paving, lighting, storm sewers, and snow removal. Public Works – building and equipment Water System Sanitary Sewer System				
ENVIRONMENTAL HEALT	H SERVICES AND UTILITIES:				
Greg Sparrow Tim Schmutz Shawn Higginson	Sedgewick Killam Natural Gas System (SKNGS)				
Shawn Higginson	Flagstaff Regional Solid Waste Management Assn. (FRSWMA)				
PARKS, RECREATION AN	D CULTURE – TOWN PARKS AND TOWN OWNED FACILITIES				
Stephen Levy Shawn Higginson *	Beautification – Parks and Signage				
Greg Sparrow	Sedgewick and District Recreation Board (Rec Board)				
Shawn Higginson	Sedgewick Golf Club (SGC)				
*	Sedgewick Lake Park (SLP)				
Stephen Levy	Sedgewick Library				
Stephen Levy Parkland Regional Library (PRL) – quarterly					
Tim Schmutz	Sedgewick Community Hall (Community Hall)				
Tim Schmutz Stephen Levy Grant Imlah	Stephen Levy Publicity and Promotions				
PUBLIC HEALTH AND WE	ELFARE:				
Grant Imlah	Health Unit Contact and Communications				
Perry Robinson	Flagstaff Family and Community Services (FFCS)				
Greg Sparrow	Flagstaff Regional Housing Group (FRHG)				
Perry Robinson Stephen Levy *	Sedgewick Cemetery				
Deputy Mayor 2016.10.	MOTION by Clr that Clr. G. Sparrow be appointed the Deputy Mayor.	CARRIED.			
Assessor 2016.10.	MOTION by Clr that pursuant to Section 289 of the Municipal Government Act (M.G.A) that Gary Barber of Wainwright Assessment Group be appointed the assessor for the Town of Sedgewick.	CARRIED.			

Auditor 2016.10.	MOTION by Clrthat pursuant to Section 280 of the M.G.A that Brian King be appointed the auditor for the Town of Sedgewick.	CARRIED.
Council Meetings 2016.10.	MOTION by Clrthat pursuant to Section 193 of the M.G.A that council meetings remain the third Thursday of the month at 6:00PM with Special Meeting to be held the first Thursday of the month if required.	CARRIED.
Signing Authorities 2016.10.	MOTION by Clr that the signing authorities be either Clr. G. Imlah or Clr. S. Levy and the Chief Administrative Officer.	CARRIED.
Adjournment 2016.10.	MOTION byfor adjournment at	CARRIED.

Perry Robinson, Mayor

Amanda Davis, CAO

The regular meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday September 15th, 2016 at 6:00PM.

Present

Perry Robinson Greg Sparrow Grant Imlah Stephen Levy Tim Schmutz Shawn Higginson

Mayor Councillor Councillor

Councillor Councillor Councillor

Present

Amanda Davis

Chief Administrative Officer

Call to Order

2016.09.199

Mayor Robinson called the meeting to order at 6:00 pm.

Opening Agenda Council conducted an opening values ceremony.

MOTION by Clr. G. Imlah that the agenda be approved with the

following addition and deletions:

Financials:

1. August 31st, 2016 - Deletion

Committee Reports:

2. Mayor P. Robinson and Clr. G. Sparrow - Addition

Old Business:

4. Sedgewick Cemetery – Memorial Plaque - Deletion

CARRIED.

Delegation:

G. Swainson, Royal Canadian Legion Branch #55 Representative

was absent at the time of delegation.

Minutes

Council reviewed the minutes of the August 18th, 2016 regular

meeting.

2016.09.200

MOTION by Mayor P. Robinson that the August 18th, 2016 regular

meeting minutes be approved as presented.

CARRIED.

Council reviewed the minutes of the September 7th, 2016 special

meeting.

2016.09.201

MOTION by Clr. T. Schumtz that the minutes of the September

7th, 2016 special meeting be approved with the following

amendment:

Header should state, "Special Meeting..." not "Regular Meeting..." <u>CARRIED.</u>

Financials:

List of Accounts

Council reviewed the issuance of General Cheques and Payroll

Cheques for the month ending August 31st, 2016.

2016.09.202

MOTION by Clr. G. Imlah to approve the issuance of General

Cheques #4815-4861 totalling \$88,425.94 and Payroll Cheques

0745-0756 totalling \$21,817.03.

CARRIED.

Reports:

Committee Reports

Council provided written Committee Reports to September 15th,

2016 as attached to and forming part of these minutes.

FFCS

Mayor Robinson reported that Flagstaff Family and Community

Services (FFCS) is in search of a facility to house the Christmas

Sharing Program.

FIP

Discussion held regarding the Community Resource Officer (CRO)

Memorandum of Understanding (MOU); an update was offered at the September 12th, 2016 Flagstaff Intermunicipal Partnership

11-Oct-16

11-Oct-16

Mayor

CAO

Town of Sedgewick	Regular Meeting Minutes –September 15 th , 2016	Page 2 of 3
	(FIP) meeting.	
2016.09.203	MOTION by Clr. G. Imlah that the CRO MOU be included on the October council agenda for further consideration.	CARRIED.
2016.09.204	MOTION by Clr. S. Levy that the committee reports be approved with the following amendment:	
	Committee report addition, Mayor P. Robinson, Page 1 should state "gas" not "gad".	CARRIED.
Public Works	A written Public Works Report was provided to September 15 th , 2016 as attached to and forming part of these minutes.	
2016.09.205	MOTION by Clr. T. Schmutz that the Public Works Report be approved as presented.	CARRIED.
CAO Report	CAO Davis provided a written Administrative Report to September 15 th , 2016 as attached to and forming part of these minutes.	
Tax Forfeiture	Plan 3825P; Block 8; Lot 6 did not sell during the August 18 th , 2016 public auction. As a result the town owns the property through tax forfeiture.	
2016.09.206	MOTION by Clr. S. Levy directing administration to proceed with the demolition and clean-up of Plan 3825P; Block 8; Lot 6.	CARRIED.
2016.09.	MOTION by Clr. S. Higginson that the Administrative Report be approved as presented.	CARRIED.
Old Business:		
Strategic Plan	Council assessed their public engagement strategy in accordance with Motion #2016.08.191.	
2016.09.207	MOTION by Clr. S. Levy that based on the comments received from the community that council and administration proceeds with the implementation of the Town's Strategic Plan as intended.	CARRIED.
Late Entrance	Clr. G. Sparrow entered the meeting at 7:00PM.	
Public Engagement	Council assessed their public engagement strategy in accordance with Motion #2016.08.180.	
2016.09.208	MOTION by Clr. S. Levy that after identifying deadlines for the naming of the new seniors complex and through community consultation that the following three names be placed on a community poll until October 3 rd , 2016; whichever name receives the most 'likes' will be submitted to The Bethany Group for use: 1. Flagstaff Estates 2. Sedgewick Estates	
	3. Prairie Breeze Place	CARRIED.
Iron Creek Gas Co-op Expansion	Further consideration was given to address a proposal from the Iron Creek Gas Co-op requesting SE 17-44-12 W4M be redistricted for commercial development.	
2016.09.209	MOTION by Clr. G. Imlah directing CAO Davis to engage with Flagstaff County and the Iron Creek Gas Co-op and begin the process of amending the Intermunicipal Development Plan to	
	support commercial use on SE 17-44-12 W4M.	CARRIED.

Town of Sedgewick	Regular Meeting Minutes –September 15 th , 2016	Page 3 of 3
In-Camera		
2016.09.210	MOTION by Mayor P. Robinson to go in-camera at 7:17PM to discuss personnel issues with all persons excluded except town council and CAO Davis.	CARRIED.
Revert		
2016.09.211	MOTION by Mayor P. Robinson to revert to a regular meeting at 7:53 PM.	CARRIED.
New Business:		
Strathcona County	Strathcona County provided a new 9-1-1 and Fire Dispatch Services Agreement.	
2016.09.212	MOTION by Clr. G. Imlah authorizing signatures on the new 9-1-1 and Fire Dispatch Services Agreement with Strathcona County.	CARRIED.
Council Meeting Rescheduling	The October 20 th , 2016 organizational and regular council meeting required rescheduling.	
2016.09.213	MOTION by Clr. G. Sparrow that the October 20 th , 2016 organizational and regular council meetings be rescheduled for October 11 th , 2016 at 6:00PM.	CARRIED.
Correspondence:		
TOK – CRO	The Town of Killam (TOK) provided a letter to Flagstaff County requesting additional information regarding the MOU for the CRO initiative.	
FRSWMA	Flagstaff Regional Solid Waste Management Association (FRSWMA) August 22 nd , 2016 meeting minutes were reviewed.	
AUMA	Correspondence was received from Alberta Urban Municipalities Association (AUMA) regarding federal infrastructure investments.	
SKNGS	Sedgewick Killam Natural Gas System's (SKNGS) July and August 2016 financials were reviewed.	
roc	A List of Correspondence (LOC) items were reviewed by Council, as per the list attached to and forming part of these minutes.	
2016.09.214	MOTION by Clr. S. Levy that all correspondence be accepted and filed as information	CARRIED

A round table session was held; discussion ensued.

MOTION by Mayor P. Robinson for adjournment at 8:30 PM.

filed as information.

Perry Robinson, Mayor

CARRIED.

CARRIED.

Amanda Davis, CAO

Round Table

Adjournment 2016.09.215

Town of Sedgewick Monthly Statement

Month Ending August 31, 2016

As Per Books							
	General	Subd. Rec.	Muni Fire	MSI-Op	MSI-Cap	BMTG	FGTF
Previous Month Balance	2,908,149.11	3,632.91	131,547.85	67,004.58	959,206.44	166,378.88	100,329.41
Receipts for Month	156,519.29		7,500.00				
Outstanding Receipts	266.42						
Interest Received	1,747.40	2.15	81.01	39.73	568.71	98.65	59.48
Subtotal	3,066,682.22	3,635.06	139,128.86	67,044.31	959,775.15	166,477.53	100,388.89
Less Disbursements	120,248.39						
First Data Charge	43.07						
Month End Balance	\$2,946,390.76	\$3,635.06	\$139,128.86	\$67,044.31	\$959,775.15	\$166,477.53	\$100,388.89

As Per Bank							
Month End Balance	2,969,223.61	3,635.06	139,128.86	67,044.31	959,775.15	166,477.53	100,388.89
Cash on Hand	300.00				- 1000		
Cash in Transit	631.08						
Subtotal	2,970,154.69	3,635.06	139,128.86	67,044.31	959,775.15	166,477.53	100,388.89
Less Outstanding Cheques	23,763.93						
Month End Balance	\$2,946,390.76	\$3,635.06	\$139,128.86	\$67,044.31	\$959,775.15	\$166,477.53	\$100,388.89

Outstanding Cheques			
Number	Amount	Number	Amount
Payroll Cheques		-177	
751	2,942.80		
752	3,191.57		
753	308.04		
754	2,598.74		
755	150.00		
756	1,359.63		
757	2,160.59		
General Cheques			
4574	235.00		
4602	85.00		
4803	202.72		
4831	5,200.00		
4850	538.65		
4851	4,741.19		
4853	50.00		
Outstanding Cheque Total	\$23,763.93		

Submitted to Council this 25 day of October 2016.

Interested Earned/August \$2,597.13

GIC - 5-yr @ VCU \$11,998.85

GIC -1-yr @ ATB \$20,652.30

Total Cash and Investments \$4,415,491.71

Perry Robinson, Mayor

Amanda Davis, CAO

25-Oct-16 Mayor

25-Oct-16 CAO

Town of Sedgewick List of Accounts for Approval As of 10/21/16 Batch: 2016-00053 to 2016-00056

Page 1

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: A	P - VCU	•		
Computer Chec	ques:			
4862	9/08/16	AAMD&C	Aug. 2016 Statement	812.67
4863	9/08/16	Andrukow Group Solutions	PW - round up	193.60
4864	9/08/16	Associated Engineering Alberta	Ped. Trail Field Inspections	912.87
1865	9/08/16	Automated Aquatic Canada Ltd.	A/R - Lake	5,932.50
1866	9/08/16	Barchard Engineering Ltd.	Service meters	2,362.80
1867	9/08/16	Battle River Power Coop	Aug. 2016 charges	58.26
1868	9/08/16	Border Paving Ltd.	Misc. patch work	28,560.00
1869	9/08/16	Brazilian Canadian Coffee Inc.	PW - coffee supplies	57.58
870	9/08/16	CCI Wireless	Office - Sept. 2016 Statement	78.74
871	9/08/16	Cleartech Industries Inc	WTP - container return	777.76
872	9/08/16	Arnett & Burgess Pipeliners Lt	Aug. 2016 Fuel Statement	697.88
873	9/08/16	CUETS Financial Mastercard	Aug. 2016 Statement	2,327.32
874	9/08/16	Duckering's Transport Ltd.	Cleartech Freight	301.63
875	9/08/16	Eastlink	FD - Sept. 2016 Statement	46.10
1876	9/08/16	Forster Feeder Manufacturing	Disconnect services F. Lodge	882.00
1877	9/08/16	Loomis Express	TBG - Payment Freight	44.53
1878	9/08/16	Nicks Oilfield Welding	New Svc. Seniors Complex	241.50
1879	9/08/16	Razors Edge Tree Services	A/R Cemetery	787.50
1880	9/08/16	RTS Diesel Repair & Parts Ltd.	•	
1881	9/08/16	Watkins Holdings Ltd.	Backhoe repairs	836.51
1882	9/08/16	Star Granite & Bronze	PW - Reflective Shirts	331.91
883	9/08/16		A/R - Wylie	140.70
884	9/08/16	Superior Safety Codes Inc.	Closed Permits June 2016	1,422.23
885		Syban Systems Ltd.	WTP-Internet	52.45
	9/08/16	Telus	Aug. 2016 Statement	838.85
886	9/08/16	TNT Instrumentation Inc.	Entrance sign layout consult.	231.00
887	9/08/16	Town Of Sedgewick	Aug. 2016 Utility Billing	206.12
888	9/08/16	Wainwright Assessment	Sept. 2016 Contract Fees	1,100.40
889	9/08/16	Voided by the print process		0.00
890	9/08/16	Wild Rose Co-operative Ltd.	Aug. 2016 Statement	3,122.60
891	9/08/16	Xerox Canada Ltd	photocopier maintenance	301.79
892	9/15/16	AMSC	August 2016 Charges	7,126.86
1893	9/15/16	Border Paving Ltd.	Per. Trail Progress # 2	35,110.80
894	9/22/16	SKNGS - Sedgewick Killam	Aug. 2016 Charges	5,141.52
895	9/26/16	Air Liquide Canada Inc.	Shop-Cylinder Rental	18.15
1896	9/26/16	AAMD&C	2016/17 AAMDC Membership	204.75
897	9/26/16	Amanda Davis	Meeting travel expenses	430.92
898	9/26/16	AMSC Insurance Services Ltd.	Oct. 2016 Remittance	1,665.22
899	9/26/16	The Community Press	Aug. 2016 Statement	252.00
900	9/26/16	Eastlink	FD - Oct. Internet	46.10
901	9/26/16	Flagstaff County	County Maps x 5	78.75
902	9/26/16	Jubilee Insurance Agencies Ltd	Insurance Adj.	16.48
903	9/26/16	KaizenLAB Inc.	WTP - Water Samples	112.35
904	9/26/16	Kathleen Steadman	Sept. H&W/Rec Consulting	6,562.50
1905	9/26/16	Local Authorities Pension Plan	Sept. 2016 Remittance	4,741.19
906	9/26/16	Online Locators Inc.	PW - Marking Paint	75.08
1907	9/26/16	Parkland Regional Library	P.R.L 4th Qtr. Requisition	1,772.70
1908	9/26/16	Purolator Inc.	Kaizan freight	52.77
909	9/26/16	Receiver General	Sept. 2016 Remittance	
910	9/26/16	Reynolds Mirth Richards & Farm		4,873.96
911	9/26/16	-	Legal Counsel General Matters	4,833.99
.912	9/26/16	Syban Systems Ltd.	WTP-Internet	52.45
913	9/26/16	TNT Instrumentation Inc.	A/R - Hall Emergency Lights	459.53
.010	J120110	Worker's Compensation Board -	4th Qtr. Installment	1,284.43
			Total for	AD: 120 E72 20

Total for AP:

128,572.30

September 30th, 2016 Payroll

0759-0762 0763-0768 09/15/2016 09/30/2016 Mid-Month Payroll Month End Payroll 5,901.56

10,767.76

Total for Payroll:

\$16,669.32

25-Oct-16 Mayor

25-Oct-16 CAO

Town of Sedgewick - Council Committee Reports to October 25th, 2016

Mayor P. Robinson Committee Reports:

Since the last Council meeting I have attended MDP meetings, the Regional FIP meeting and AUMA Convention....I will leave the MDP reporting to the Committee.

On Sept. 29th, 2016, accompanied by Crs. Schmutz, Levy and CAO Davis, I attended the FIP Fall Forum in Killam, where 13 Ways presented the latest overview on the Regional Governance Study. A significant outcome of this meeting was the Municipal Sustainability report card which was compiled by Urban Systems Inc. which showed that Sedgewick was somewhat deficient in many areas including planning, which I found somewhat questionable inasmuch as all the work which we had been doing toward that end. I questioned Chris Fields regarding the data collection and interpretation and it appears that we simply need to make official policies regarding much of the categorized investigative template to improve our standing, which was fifth County-wide overall. Further to that, actual governance models were discussed with no definitive outcomes as yet, including a possible 'ward' system. Communication strategies were discussed and press releases agreed upon which have been carried out. Much needs to be accomplished by Spring '17. There is some concern that the Fall '17 deadline might be rushed and that we need to take great care to ensure that, whatever we do, we do it right.

Cr. Levy and I attended the AUMA Convention Oct. 4-7 in Edmonton. Suffice it to say that it was quite an intense information absorption session, with much opportunity for learning and networking. I attended workshops on Regional Planning and Collaboration, EOEP Focus Group, Health and Wellness, Keeping the lighter side, Effective Council and Administration Functionality, Combating Homelessness Strategies and Initiatives...and Broadband Solutions, which I consider to be the single most important one of all. It was during this and in conjunction with the Trade show, that I was able to access a company called AXIA, which, according to testimonials from municipalities which have engaged them, have been able to provide high speed fibre-optic internet services, at no cost to the municipality and based on customer acquisition alone. This is something which I want to pursue ASAP and consider should become part of our Strategic Plan, which we have undertaken as a "living and breathing" plan as I was given to understand it and how we have presented it to the community. In addition, presentations from the Premier, Ministers of Municipal Affairs, Economic Development and Trade, Environment, Health and panel sessions with question and answer opportunities kept us in constant session. In addition, I attended the sessions on Resolutions, and elections, the outcome of which

Page 1 of 4

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Town of Sedgewick - Council Committee Reports to October 25th, 2016

will be available in the Convention report. It has become somewhat apparent to me that the current Provincial Government is " learning the game" and is beginning to sound like a real government inasmuch as more of them are at least beginning to sound like they understand at least what we want to hear. In comparison to the Spring Mayor's caucus the change is noticeable...even marked. I was scheduled to meet with Minister Larivee to discuss Regional Collaboration, but, through my own mistake, had scheduled it an hour later and missed the appointment but sought her out afterward. She was most gracious and understanding and was pleased that I had taken the time to pay my respects to her, as I had done so at the Spring Caucus. I am grateful to Cr. Levy, who did make the appointment and was able to hear her views on the subject matter and will be able to report on it accordingly. Additionally, I was able to talk with two of the opposition leaders...the Leader of the Official Opposition, Brian Jean and Ric McIver the Interim Leader of the Progressive Conservatives. I feel that, if they do not actually begin to accept that the NDP are learning their game and that the opposition doesn't start coming up with some new ideas...well...we had better get used to the government we have for the foreseeable future. Finally, there were two real highlights of the convention for me....General Rick Hillier's address on leadership and the commemoration of the efforts on behalf of the Municipality of Wood Buffalo and Fort Mac regarding the fire. In attendance was Darby Allen, the stoic Fire Chief whose unfailing leadership was responsible for limiting the devastation substantially. It was a most moving ceremony and, as a firefighter myself, touched me deeply and left me with renewed regard for those who place themselves in that line of duty.

Those are my reports, respectfully submitted.

Perry

Clr. G. Sparrow reported attendance to:

Flagstaff Regional Housing Group (FRHG), September 20th, 2016 Meeting:

- Eight (8) applications have been received for the new twenty (20) room addition in Forestburg;
 planned opening is November 15th, 2016.
- The new ten-unit independent living facility in Sedgewick's projected opening is March 2017.
- The demolition of the Flagstaff Lodge is at \$636,800.00 as a result of additional asbestos that was identified in the facility. Confirmation has been received that the provincial government will off-set the cost of demolition by providing \$325,000.00.
- Land transfers expected to be finished in November for Sedgewick's property between the government and the FRHG.

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25-Oct-16 25-Oct-16 Mayor CAO _____

Town of Sedgewick - Council Committee Reports to October 25th, 2016

Sedgewick Golf Club, October 13th, 2016 Meeting:

- Has \$43,000.00 to spend on upgrades. Needs \$56,000.00 for a rough mower and \$30,000.00 for kitchen upgrades. Looking at financing options.
- AGM is November 7th at 7:00PM.
- Looking for used fuel tanks to replace the old ones. Fuel trucks will no lover fill the old ones.
- 234 members in 2016.
- 236 members in 2015.

Sedgewick Recreation Board, October 18th, 2016 Meeting:

- New Zamboni is scheduled to arrive by the end of October.
- Old Zamboni is going on Kijiji with proceeds back into capital account.
- Chequing \$102,500.00 and Capital Accounts \$52,360.00 will decide at the next meeting how much to put in the capital account form chequings.
- Zumba lessons in concourse upstairs.
- All lease agreements should be signed by the end of October.
- K. Robertson from the golf course will be the area iceman for the season.
- Will be starting discussion on the kitchen reno's at the next meeting.
- Rec budget will be ready for the town in November.
- Air quality test will be done in the arena on November 5th when tournament is on.

Clr. S. Levy reported attendance to:

Sedgewick Public Library, September 20th, 2016 Meeting:

- The Toronto Dominion Summer Reading Club was very successful with approximately 35-40 participants.
- I thanked B. McConnell, Librarian, on behalf of Council for the one-year membership we received at our last regular meeting.
- The COW Bus returned on September 29th (I attended for a photo op). A motion as made that all preschool attendees receive a one-year free library membership.
- Operating account balance; \$12,935.26
- At the request of the Ag Society, a representative from the Library board will attend all upcoming meeting, B. McConnell volunteered to attend.
- A motion was made to provide the Librarian with a \$500.00 pre-paid credit card for new books and materials.
- Holiday hours were discussed. The library will be closed December 24-26 and January 1st, 2017.
- Staff wages were discussed increased according to board approval.

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25-Oct-16 25-Oct-16 Mayor CAO

Town of Sedgewick - Council Committee Reports to October 25 th , 2016
The Librarian will have discretion to close the library during the installation of the new heating system
which was planned for October 4 th , 2016.

Town of Sedgewick Public Works Report – Period Ending October 25th, 2016

An update on public works activities up to October 25th, 2016.

General maintenance.

Thirty (30) mature trees have been planted and staked along the walking trail.

Bollards at the entrance of the walking trail were replaced as a result of height restrictions.

90% of crackfilling was completed, pending weather the remained will be completed this fall.

The dog dispensers that were donated by Iron Creek Veterinary Hospital have all been installed.

Snow fence has been installed throughout town in preparation for winter.

Currently in the process of getting all equipment ready for winter; ie. servicing, blades and sides

on trucks.

All lake equipment has been serviced.

Completed the final cutting for the season.

Flowers have been taken out and containers cleaned.

Stumps have all been ground at the cemetery and cleaned up.

Replaced two panes at the Rec Centre.

Winterized Sedgewick Lake.

Winterized Main Street Par,

Proceeded with first phases of organizational restructuring; daily coffee breaks are no longer

open to the public; adjustments have been made accordingly.

Replaced a curb stop at #11 MacKenzie Drive, this was planned as a routine repair however as a

result of many additional factors turned into a major repair lasting nearly 13 hours. CAO Davis

ran a detailed debriefing with the public works department and new strategies have been

implemented.

Attachments: n/a

25-Oct-16 Mayor

25-Oct-16

CAO

Town of Sedgewick - CAO Report – Period Ending October 25th, 2016

I attended the following meetings since the September 15th, 2016 regular council meeting:

September 22nd – Municipal Development Plan (MDP) Meeting:

- Representatives of the Land Committee, Clr.'s G. Imlah, Schmutz, Levy. Mayor P. Robinson attended out of interest.
- Full review of the existing MDP. Lengthy discussion regarding MDP implementation and how it impacts development, zoning and future growth patterns.
- Additional meetings are required, upon completion the Land Committee's goal is to bring forth zoning updates, and a policy for growth that compliments the current strategic plan.
- The meeting provided additional information regarding the benefits on long-range planning for the municipality.

September 26th – Recreation Funding Committee (RFC) Meeting:

Meeting notes attached as a business item.

September 29th – Flagstaff Intermunicipal Partnership (FIP) Meeting:

- In attendance with Mayor P. Robinson, Clr.'s Schmutz and Levy.
- Meeting notes and slides attached.

October 12th – Infrastructure Asset Management Alberta (IAMA) Workshop, Red Deer

- D. Michalak, DGE and I presented Sedgewick's asset management plan/system that has been developed through the GIS program.
- The presentation was very successful; we were asked to make the presentation at the Global Asset Conference in May of 2017; Calgary will be hosting the conference.
- I. Cranston of CH2M, Asset Management Consulting presented on the International Standards Organization (ISO) 55000. ISO 55000 was developed at a global level to address standard practices in a structured format for asset management in both the public and private sector. Certification can be obtained in ISO 55000 however requires significant time and attention to achieve, it is not of create for some municipalities to become certified but we were strongly encouraged to adopt ISO practices.
- J. Clever of Municipal Affairs, Grants department provided an update on provincial and federal grants. As we are all aware, asset management is a key driver in securing grant funding. The province is responsible to meet benchmarks set by the federal government to address nationwide infrastructure deficit. This reflects the rationale for Multi-Year-Capital-Plans.

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Town of Sedgewick - CAO Report – Period Ending October 25th, 2016

Municipalities that plan for the future will have a far better chance at securing competitive grants should they adopt the intended methods.

- The group was advised that the Municipal Sustainability Initiative (MSI) agreement ends in 2017 and no future agreement has been signed with the province at this time.
- o The group was encouraged to review the Handbooks and Toolkits prepared for the province regarding Building Community Resilience and Getting Started.
- An in-depth review of grants that support asset management planning and conditions assessments were discussed.
- O. Aular, City of Calgary's Infrastructure and Planning team presented on asset management from practice to theory.
 - Significant attention was directed towards condition assessments and identifying levels
 of services and expectation of councils and the public.
 - Reviewed in great detail on organization's risk appetite again reflecting on levels of service.
 - By developing in a strong asset management plan you will set your municipality up for success pending you follow through with its implementation. Asset Management will allow us to invest in better technology; funds spent on condition assessments provide greater returns.
 - o Discussion held regarding change management and improved communications.
- G. Azimi and J. Kates of Urban Systems prepared a working session on adaptive approaches to asset management.

October 12th – Associated Engineering, Red Deer

- Meeting with A. Robertshaw regarding the Sedgewick Recreation Centre's kitchen upgrades. As built plans were reviewed with recommendation to follow.
- Review of ongoing projects as detailed below.

October 18th – Fortis Alberta

- Meeting with R. Burden, Community Relations Rep from Fortis Alberta.
- We reviewed updates to the 142 street lights in Sedgewick and the benefits of upgrading to LED lighting. Burden and I spoke about this five years ago planning for the future transition however their pilot project was just getting off the ground.
- The opportunity that was presented allowed the municipality to enter into an agreement to upgrading all lighting reflecting a \$5.71 saving per light per year; the updated was approved.
- Further details can be viewed in the attached PowerPoint presentation.

Town of Sedgewick - CAO Report – Period Ending October 25th, 2016

Updates:

Strategic Goals:

- 1. Walking trail expansion project and environment revitalization (ST priority III)
 - Thirty (30) mature spruce trees were purchased and planted.
 - Upgraded bollards have been installed.
 - Awaiting a final progress payment.
 - Projects to following the Spring which will result in full project completion:
 - i. Installation of benches, garbage cans and location signage.

 Project Budget:
 \$270,000.00

 YTD Expenses:
 \$256,410.00

Difference \$13,590.00

- 2. Replace entrance attraction at the intersection of Highway 13 and Secondary Highway 869 (ST priority I)
 - In-progress timber quotes have been received from A&B that are being reviewed by Administration.
- 3. Address the Recreation Gap (ST priority II)
 - In-progress weekly strategy planning session with Consultant with plan development.
- 4. Website Redevelopment (ST priority I)
 - No further action taken since the May 26th, 2016 council meeting.

Operational Goals:

- 1. Thorough review of the Municipal Development Plan (MDP) this plan must be updated prior to reviewing and making revisions to the Intermunicipal Development Plan
 - Next meeting is scheduled for October 27th.
- 2. Update the Intermunicipal Development Plan (IDP) in collaboration with Flagstaff County
 - IDP meeting is being rescheduled due to poor weather conditions (October 14th).
- 3. Recreation Centre Roof and Heating System Upgrades
 - The heating unit for the library has been installed and sheet metal is completed. Gas tie-ins are expected to take place on October 18th.

Town of Sedgewick - CAO Report – Period Ending October 25th, 2016

 The bowling alley unit is slated to be shipped on October 21st; planned installation October 25th.

- 4. Installation of a back-up generator at the Water Treatment Plant (WTP) with possible building addition
 - In-progress a proposal has been received from Associated Engineering.

Both Strategic and Operational:

- 1. Regional Governance Study, Phase II and III which consists of a Regional Economic Development Plan, Communications Strategy, Infrastructure Assessment and Business Case
 - See attachments.

Other:

- 1. Installation of the Sedgewick Community Spray Park Project
 - See letter attached from the Sedgewick Lion's Club.

Town of Sedgewick - CAO Report – Period Ending October 25th, 2016

General daily function updates:

(12) Administration

- Complete operations of municipal office, processing all receipting, utilities, development, burials, correspondence, crossing agreements, accounts receivables/payables etc.
- Provided a letter in support of and application for East Central Alberta Fire Training in hopes of securing a prospective grant.
- Received acceptance to Royal Roads University, MBA Program; start date October 17th, 2016.
- Completed season end reporting for Sedgewick Lake.
- New administrative employees started on October 3rd, 2016 therefore completing ongoing training.
- The legal file #112053 002 –WWB has been settled and a mutual release was signed on October 19th, 2016.
 - O Claim (remedy sought by opposing party), \$60,384.87 plus such other amounts as may be proven at trial.
 - o Settlement, \$27,000.00.
 - I am in the process of competing all reporting to close this five year file on behalf of the municipality.

August 31st, 2016 Payroll

 0745-0750
 08/15/2016
 Mid-Month Payroll
 8,261.67

 0751-0756
 08/31/2016
 Month End Payroll
 13,555.36

Total for Payroll: \$21,817.03

Administrative error, Month End Payroll Cheque Numbers 0751-0758 (total correct, \$13,555.36)

Cheques 0743-0744 were missed therefore the "Total for Payroll" should have stated: \$24,075.50.

25-Oct-16 25-Oct-16 Mayor CAO

^{*}Note reporting error from September 15th, 2016 council agenda, List of Accounts for Approval, Payroll:

Town of Sedgewick - CAO Report – Period Ending October 25th, 2016

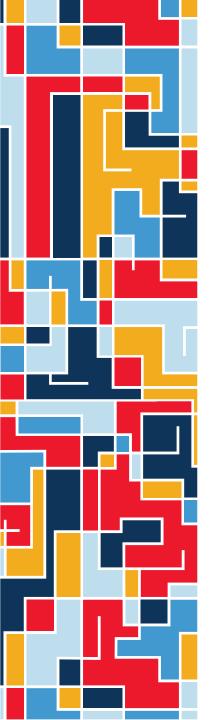
(66) Development

- Choice Solutions has been contracted by CCI Wireless to provide consulting services to obtain a sting of fiber to improve wireless connection for their customers. Choice Solutions has entered discussion with the town and is in the process of preparing a development permit in accordance with approved connection points.
- Nomination results were provided to The Bethany Group for the new seniors' complex.
 - o Prairie Rose Place 32
 - o Flagstaff Estates 10
 - Sedgewick Estates 14

The building is now referred to as Prairie Rose Place.

Attachments:

- 1. September 29th FIP Presentation and Survey Results, and Scorecards Discussion Required
- 2. October 12th FIP News Release no action required.
- 3. October 17th Fortis Alberta PowerPoint Presentation no action required.
- 4. Action Items no action required.

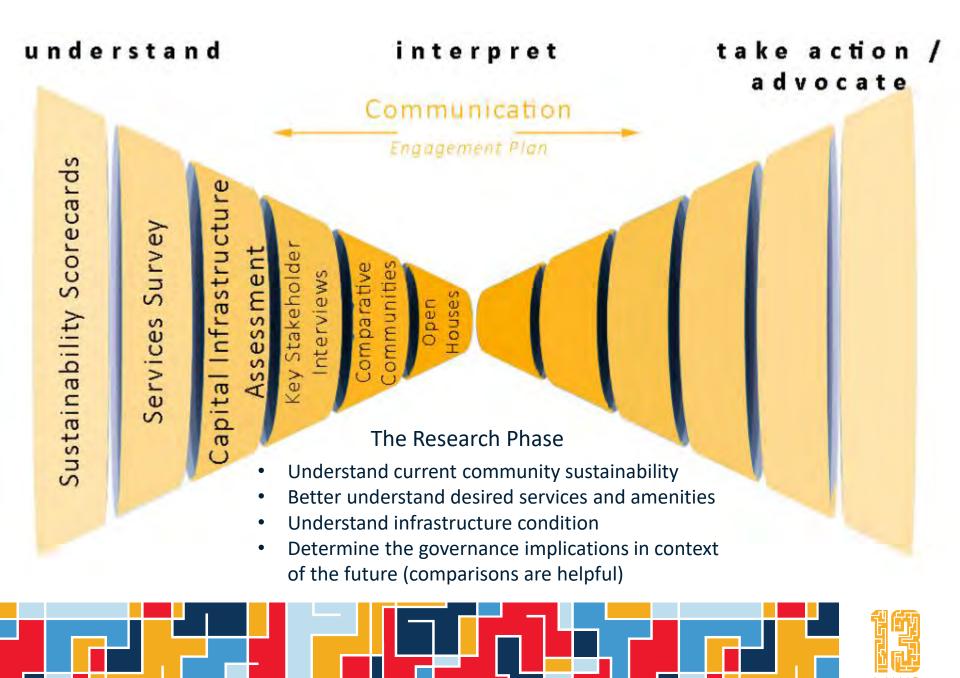


FIP REGIONAL GOVERNANCE STUDY

Project Update
September 29, 2016







The See Saw

What is the critical challenge we need to overcome? One expressed thought is "49 political representatives for 8300 people." However, the deeper critical challenge is population stabilization — which has to consider how to be attractive to investment and families. Services is one piece of the puzzle. You need to "compete."

- Future
- Thrive
- Investment / family attraction
 - "The Head"

Desire

Changing global economic landscape

Shifting demographics

Higher service expectations from citizens

- Now
- Survive
- Who's here now
- "The Heart"





	Population	Urban	Rural	Urban	Rural
	п	number			
Alta.					
1901	73,022	18,533	54,489	25	75
1911	374,295	137,662	236,633	37	63
1921	588,454	222,904	365,550	38	62
1931	731,605	278,508	453,097	38	62
1941	796,169	306,586	489,583	39	61
1951	939,501	449,675	489,826	48	52
1956	1,123,116	635,824	487,292	57	43
1961	1,331,944	843,211	488,733	63	37
1966	1,463,203	1,007,407	455,796	69	31
1971	1,627,875	1,196,250	431,615	73	27
1976	1,838,035	1,379,170	458,870	75	25
1981	2,237,724	1,727,545	510,179	77	23
1986	2,365,830	1,877,760	488,070	79	21
1991	2,545,553	2,030,893	514,660	80	20
1996	2,696,826	2,142,815	554,011	79	21
2001	2,974,807	2,405,160	569,647	81	19
2006	3,290,350	2,699,851	590,499	82	18
2011	3,645,257	3,030,402	614,855	83	17

Src: http://www.statcan.gc.ca/tables-tableaux/sum-som/I01/cst01/demo62j-eng.htm

• , ,		,		•	, ,	,						
Population	Flagstaff	Daysland	Hardisty	Killam	Sedgewick	Alliance	Forestburg	Galahad	Heisler	Lougheed	Strome	Total
2001	3692	779	743	1004	865	171	870	161	183	228	273	8969
2006	3506	818	760	1019	891	158	895	134	153	217	252	8803
% change	-5	5	2.3	1.5	3	-7.6	2.9	-16.8	-16.4	-4.8	-7.7	-1.8
2011	3244	807	639	981	857	174	831	119	151	233	228	8264
% change	-7.5	-1.3	-15.9	-3.7	-3.8	10.1	-7.2	-11.2	-1.3	7.4	-9.5	-6.1
Alberta 2001 to 2006: +10.1% Alberta 2006 to 2011: +10.8%												

Alberta 2001 to 2006: +10.1% Alberta 2006 to 2011: +10.8% Flagstaff communities: -6.1%

Only Daysland has grown since 2001. Alliance and Lougheed steady. Rest in decline.



SERVICES SURVEY

- 340 completions 5% of taxpaying residents.
- Summary Report to be emailed to FIP officials within a week. Look for the "story" it tells you...about the future not the past.

What the silent majority wants:

- 1) Fair taxes
- 2) Reasonable services (basic first)
- 3) Service enhancement if possible/affordable the future
- 4) Good government (accessible, efficient, fair, representative)

What strong leaders will think about:

There will never be enough information, facts, or input opportunities to satisfy everyone...or to inform a perfect decision. It's a "best" decision about the future, not the past. The vocal will be more emotion-based, which requires an "emotional" discussion about being a viable, prosperous, and sustainable population in future...and being able to "compete."



SERVICES SURVEY – INSIGHTS

- Services satisfaction 73%.
- Most satisfied resource recovery (84%), library (79%), outdoor recreation facilities (79%), cultural services (76%), indoor recreation facilities (75%).
- Least satisfied public works (36%), protective services (27%), community programming (24%).
- Most "very" important services are basic services protective services, public works, water and sewer service, resource recovery. Note: public works gap will create dissatisfaction with governance.
- Variety/quality of services 3 x as many (37%) say they have decreased vs increased (13%), with split on positive or negative impact (30%) with 33% who don't know. Think about competitiveness....
- Value for tax dollars 61% positive value, 35% negative value.
- 53% say quality/variety of services will decrease in future. How do we avoid this?
 - 64% feel future focus should be on better existing services, 31% addition of new services that enhance quality of life.





SERVICES SURVEY – INSIGHTS

- Expanded services as investment/family relocation tool: 59% say yes, 41% say no.
- Services gaps spray park 80 responses (42%), multipurpose facility (daycare, yoga etc.) 97 responses (49%), walking/biking trails 73 responses (37%), indoor swimming pool 66 responses (34%).
- People want services maintained or enhanced:

Response	Chart	Percentage	Count
Enhance level of services, which may require a tax increase above inflation		20.5%	69
Maintain level of services, which may require a tax increase to offset inflation		50.9%	171
Reduce level of services to maintain current tax levels		10.4%	35
Reduce level of services to reduce taxes		4.8%	16
Don't know/unsure		13.4%	45
		Total Responses	336



SERVICES SURVEY – INSIGHTS

- Top 8 "very important" region-based services to consider: Fire Services (68%), Emergency Services (68%), Medical Facilities Planning (62%), Seniors Care (57%), Medical Recruitment (56%), Transportation Services (55%), School Planning (54%), Communications Systems (53%).
- Top 5 FIP Governance Study Phase 1, 2015: Emergency Services, Family & Community Support Services, Solid Waste Management Services, Fire Services, Communications Systems.
- Regional Governance 20th of 28 listed region-based services rated as "very important."





SERVICES SURVEY - INSIGHTS

THE FUTURE - THOSE WHO AGREE/STRONGLY AGREE - TOP 6

A desire for enhanced/higher quality services, open minds to more regionbased services if it benefits (with angst about location), importance of services for the future.

- 62% my community needs higher quality services/amenity
- 63% our recreation, culture and basic services are adequately maintained
- 73% I would support provision of more region-based service if it enhanced variety/quality of available services
- 61% I would support provision of a more region-based service vs available in my community if it meant tax reductions
- 87% Quality/variety of services/amenities is important to attract families and investment to the region
- 65% It's more important that we have in-community access to health, education and seniors housing even if we could get better services or larger facility from a consolidated location in the region
- 61% disagree or strongly disagree with statement: "I don't support region-based services"





SERVICES SURVEY - INSIGHTS

Importance in considering more region-based solutions (rank #1 or #2)

Cost leads, with hesitancy about regional governance being the instrument to do it....

- Cost of services/tax rates 59%
- Facility location 37%
- Community identity retention 31%
- Community autonomy over decision making 30%
- More region-based government administration 28%
- More region-based elected governance 23%





SUSTAINABILITY ASSESSMENTS

- Municipal Affairs-based Sustainability Questionnaire
- 8 community completions to date





SUSTAINABILITY ASSESSMENT - INSIGHTS

- Today Flagstaff Region communities largely look OK (but not great) based on sustainability indicators.
 - The Good High scores on Regional Cooperation, reasonably sustainable Finances and Operational and Administrative Capacity.
 - Challenged communities Villages
- Tomorrow Perhaps signs of the future are being seen in critical stainability challenges that lie in Service Delivery -

where standards need to be established, Infrastructure, and Risk Management. Most communities are recording stagnant or declining population - which opens a window to significant sustainability challenges in areas including affordable and efficient Infrastructure repair and recapitalization, and in economic and community vitality that constitute Community Well-Being. Any lag in ability to provide more or better services in future may compromise ability to attract labour and investment, which have potential to generate a downward cycle.

Alliance	53
Forestburg	67
Heisler	67
Flagstaff County	70
Killam	63
Sedgewick	57
Daysland	62
Lougheed	23
Average	58

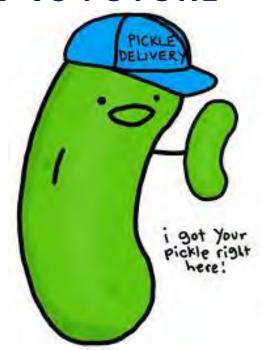
Let's also talk finances....





THE "ABILITY TO PAY" PICKLE - NOW VS FUTURE

Given cost of services/tax rates leads public consideration of more region-based solutions, if fiscal sustainability is requiring depletion of your capital assets due to lack of re-investment you may be in for a surprise in terms of reduced services/service levels or future tax increases to sustain infrastructure ... never mind enhance it. 87% say quality / variety of services/amenities is important to attract families and investment to the region....AND you have a declining population base in the region to pay for existing or even consider enhanced services/amenities. "Pooling resources" is one key way to get out of the pickle.



- Have you reached your debt limit? 3.13 8 good, 1 not as good
- Are your tax and utility rates competitive? 3.21/3.22
 1 yes, 8 no
- Is your municipal infrastructure maintenance plan fully funded? 6.5 1 yes, 8 no
- Is the remaining value of tangible capital assets less than 30% of original cost? 6.6
 2 yes, 3?, 3 no



Only Forestburg is below provincial average for comparative community type, which doesn't generate much additional "competitive" taxation room re service provision/enhancement.

TAX "BURDEN"

	•	·	_	to indicate % tax on assesous ousand of assessment).	ssed
		Equalized municipal tax rates	Above or Below Flagstaff Region Average	Town, Village, or MD/County	Above or Below Provincial Average for Comparative Type of Community (Town, Village, MD/County)
Town of Daysland		0.0109	Below	0.0089	Above
Town of Hardisty		0.0112	Below	0.0089	Above
Town of Killam		0.0109	Below	0.0089	Above
Town of Sedgewick		0.0091	Below	0.0089	Above
Village of Alliance		0.0175	Above	0.0122	Above
Village of Forestburg		0.0119	Below	0.0122	Below
Village of Heisler		0.0224	Above	0.0122	Above
Village of Lougheed		0.0208	Above	0.0122	Above
Flagstaff County		0.014	Below	0.0093	Above
		Average			
		0.0143			





Only Hardisty, Killam and Heisler are at or below greater region average, which doesn't generate much additional "competitive" utility rate room re service provision/enhancement.

UTILITIES

	ntal_management/Climate_Change_and_Yo	ou, water tap.par,	Above or Below Greater
	Total Water Sewer Garbage (Monthly)	Rank (low to high)	Region Average
Town of Daysland	187.6	7	Above
Town of Hardisty	68.2		Below
Town of Killam	115		At
Town of Sedgewick	137.57		Above
Village of Alliance	221.45	8	Above
Village of Forestburg	125.4	4	Above
Village of Heisler	116	3	At
Village of Lougheed	133.5	5	Above
Region Average	138.09		
Town of Wainwright	88.11		
City of Camrose	103		
Bashaw	100		
Stettler	133		
Castor	127		
Viking	56		
Ryley	136		
Tofield	133		
Vermilion	156		
Greater Region Average	115		



DEBT

All communities below provincial average (2014) except Daysland and Forestburg.

	Debt Limit	Actual Debt	Ratio
Daysland	3,635,741	2,155,054	59.27%
Hardisty	2,931,221	239,326	8.16%
Killam	4,445,799	1,146,146	25.78%
Sedgewick	3,234,326	85,258	2.64%
Town Average R	atio		30

	Debt Limit	Actual Debt	Ratio
Alliance	539,027	49,224	9.13%
Forestburg	3,842,907	1,219,645	31.74%
Lougheed	948,203	60,309	6.36%
Heisler	502,035	0	0.00%
Village Average Ra	itio		15

	Debt Limit	Actual Debt	Ratio
Flagstaff County	33,512,115	47,566	0.14%
MD/County Average Rat		12	

"NEST EGG"

Communities do not have significant reserves to fund existing infrastructure repair, or consider new services/amenities.

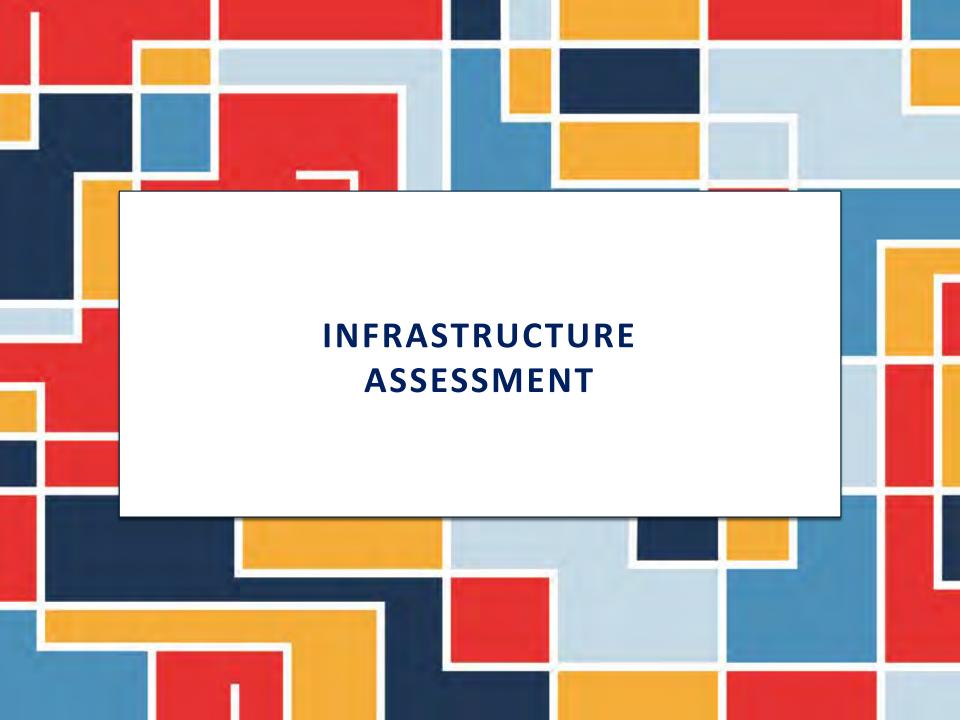
	Unrestricted surplus	Restricted surplus	Total
Flagstaff County	11,193,990	24,897,880	36,091,870
Alliance	13,512	146,383	159,895
Forestburg	1,023,130	976,553	1,999,683
Heisler	65,609	170,374	235,983
Lougheed	524,300	53,245	577,545
Sedgewick	818,898	2,004,069	2,822,967
Daysland	293,089	976,165	1,269,254
Hardisty	301,667	335,717	637,384
Killam	360,420	1,017,286	1,377,706
Sedgewick	818,898	2,004,069	2,822,967

<u>Unrestricted Surplus</u> - the portion of the accumulated surplus that results from excess revenue and expenses available for any future use.

<u>Restricted Surplus</u> – the amount that results from excess revenues which have been internally designated for a specified future purpose, or externally restricted.







INFRASTRUCTURE AND ASSET MANAGEMENT

- On schedule all information was to be received by September 23rd + one week safety net
- Currently 85% of the data gathering is complete one municipality has been unresponsive, 7 of 9 have been visited
- Currently inputting data into database
- Draft PDF maps of data by the end of October please confirm their correctness within a week
- Asset Replacement Forecasts are next important and useful for whatever you decide
- Work will be staggered as data comes in
 - no data no report no Asset Replacement Forecasts = running in the dark (deficit? viable?)







RESEARCH – PRINCIPLES, SUCCESSFUL PRACTICES, GUIDEPOSTS

- Governance
- Taxation
- Services
- Identity
- General Ownership, Communication and Consultation





GOVERNANCE

- Boundaries should be drawn by local leaders with a facilitator to ensure balance and fairness, and where possible a reflection of natural community patterns of travel and relationships.
- Beginning with a ward system allows security and comfort of local representation and balance, while moving to an at-large system (varies between 5 and 15 years) supports larger community thinking. Permanent use of ward system can maintain internal divides, mistaking protecting identity with protecting territory. Beginning with 'at-large' elections creates paranoia and a sense of isolation.





GOVERNANCE

- Preventing apathy and remorse means that council size and placements much ensure equity in representation and voice for local residents and communities, but effective and affective governance means council size and area representation are decided for high order functionality and planning for the future, not simply immediate desire for equity and voice.
- Governance structures should be independently reviewed after the first term, but before the following election, for effectiveness and balance.
- Governance structures should be viewed as a tool of the partners. If change is needed the partners can change the structure.





TAXATION

- Taxation levels reflect services provided and accessibility. Differential mill rates allow those receiving and accessing services to pay appropriately.
- Do NOT promise taxes will go down. They rarely do because even if/when money is saved the resources usually go to initiatives to grow the infrastructure and services to meet a growing economy and growing expectations.





TAXATION

- Reserve Funds remain in place for the same purpose they were raised.
- Debt considerations must include all debt financial and infrastructure. Outstanding debt remains the obligation of residents that incurred it. Matching debts should be offset and shared.
- Lowest taxed jurisdiction always has the greatest resistance because they sense they will pay more taxes and get less (or the same services).





SERVICES

- Cutting staff will lead to fear, apathy and reduced cooperation and participation from staff, but also from the public who will translate that into a loss of representation and services, and may feel immediate isolation from the new structure.
- Services levels and taxation levels must be correlated.
- Benefiting areas for service delivery must pay correlative taxes and fees.





SERVICES

- Service levels are best broken down and offered in three categories: Region Wide (911, Water, economic development), Sub-Regional (Recreation, Roads, Waste-water), and Local (Sidewalks, Playgrounds).
- Focus on service delivery can reduce need for amalgamations, but the trade-off is not coordinating to capitalize on future economic opportunities (lack of coordination of resources, regulations, taxes, and marketing).





IDENTITY

- Community names, and their histories, need to be embraced and enhanced for success of the region. Regions don't attract people, communities with quality of life do.
- Local initiatives on cooperation, collaboration and amalgamation enhance the identity of the communities because they recognize they have to help themselves and create their own solutions. Ownership of the challenges and solutions, correlating with identity were strong.
- Identity is not enhanced by trading old boundary lines for new ones. Identity is preserved with a focus on history, name, relationships, heroes, economic opportunity, volunteerism, but not boundary lines.





IDENTITY

- Identity, or rather the feeling that there will be a loss of identity, is the single biggest challenge cooperative efforts have to overcome with the public. People hold onto community identity like they do their name. Those historic names should not be used to continue dividing communities that seek cooperation and partnership, however, or progress is hindered.
- Solutions to address identity must consider internal reflections and attachments to history, as well as considerations of external identity for marketing, branding and attraction strategies.





- Local and Impartial Change should be locally initiated but should be facilitated by independent third party – FIP and 13 Ways, Inc.
- Culture of Partnership Enhance cooperation, collaboration and amalgamation efforts work best in regions that have already developed a culture of working together through service agreements or partnership protocols.
- Cooperative and Collaborative The parties to the initiative should be willing participants and prepared to engage fully – working committee(s)





- Open and Transparent Residents should have the chance to be fully informed of the challenges and proposed solutions – 13
 Ways assessments, viability/sustainability review, infrastructure assessments
- The Biggest Step is the First the decision to act is the hardest part but action is the best way to get success (Voluntary gets the BEST and FEWEST results)
- Details can cause Derailment always a reason to say no –
 Pictou





- Deeper engagement typically means broader acceptance of decisions, BUT public voting increases the voice of opposition and raises fear levels.
- Feedback and Consultation local residents' informed opinions matter
- Aggressive and Responsive Communications questions should be addressed quickly and information distributed regularly – See below.





- Non-Coercive all participants must be allowed the chance to process information and have questions answered
- Unbiased, but Emotive facts must be presented, but with vision for the future. (positive, not neutral) Can change discourse from 'fear and threat' to what working together for prosperity can bring everyone (bigger, better, new things you hadn't considered possible – Summer Games).
- Not a conclusion, but an evolution.







COMMUNICATION AND CONSULTATION FOR FIP

- A news release or information bulletin every week between now and third week in December.
- Local leaders blog about challenges and opportunities.
- Public Consultations first week of November (planned) and last week of November (anticipated) which includes information and opinion gathering. (next slide)
- Online surveys, questions, polling, and information.
- Working Committees Governance and Services, Taxation and Debt, and Oversight and Identity.





FIP GOVERNANCE REVIEW – PUBLIC INFORMATION AND RESPONSE

- Summary of Issue
- Options Cooperation, Regionalization and Amalgamation
- Task (Problem) population, economy, education, healthcare, services, taxation, resources
- Challenges voice, service delivery, planning, infrastructure replacement, tax base, operational efficiency, finances, capacity
- Opportunities and Expectations voice, service delivery, planning, infrastructure replacement, tax base, operational efficiency, finances, capacity





FIP GOVERNANCE REVIEW – PUBLIC INFORMATION AND RESPONSE

- Issues to Address/Discuss
- Governance (Structure and Accountability), Taxation and Debt, Services, Identity
- Options Available
- Questions/Discussion Items
- Other Items
- Potential Names, Planning Documents, Staffing Concerns, Costs and Assistance, Facilities and Assets
- Plebiscite/Referendum, Campaign, or 'Get On With It'
- Public Meetings





DECISIONS, DECISIONS, DECISIONS

- Requirement for Consultation, but not for a Referendum or Plebiscite
- There is NO Status Quo so the answer to your work isn't yes or no. It's yes or . . .
 - Plebiscite/Referendum
 - or Election Campaign/Mandate
 - or Action
- For October 2017





TIMELINE COMMUNICATIONS AND ENGAGEMENT

October

- Meeting with Councils and Interview with Community Leaders.
- Online information, polling, questions, surveys AND leadership blogs that correspond.
- Public information on successful practices and principles, and questions to consider.
- Public information on Sustainability Assessment Survey, 13 Ways Sustainability Assessment Scorecards, and upcoming public forums.

November

- Public Engagement Meetings/Town Halls 2 planned (Nov 1 and 3), 2 more proposed.
- Public Information becomes Consultation/Response/Feedback Document Online (paper considered by time intensive).
- Formation of Working Committees to discuss and compile issues and ideas, challenges and opportunities for your situation.
- Working Committees gather online feedback on issues and ideas the public wants considered.

December

- Presentation to FIP on public consultation including: Vote, Campaign or Action results?
- Working Committee Report to FIP and to the public on issues and ideas.
- Communication of results of the consultation with the public and New Year Steps for FIP and Working Committees.
- Work Plan for Committees Approved: Working toward Vote, Campaign, or Action?







Flagstaff Services Survey - Oct., 2016

-Raw results generated by 13 Ways Inc. See Powerpoint Deck, Sept. 29 Presentation to FIP, for Summary Results-

- 422 landing page visits
- 340 completions 5% of taxpaying residents, roughly 10% of households assuming instruction to respond with one survey completion per household was followed.
- Selected results show cross-tabulation with respondent indication of community they live in. A caution that these numbers should be used as general directional consideration only in relation to the larger project given smaller response numbers by individual community.

Survey Landing Page Text:

We need your input...input that will shape the future of your community! Our communities in the Flagstaff region (Towns of Daysland, Hardisty, Killam and Sedgewick, the Villages of Alliance, Forestburg, Heisler and Lougheed, and Flagstaff County – which work together on several initiatives as the Flagstaff Intermunicipal Partnership) are facing challenges they have never faced before: shifting demographics, changing global economic landscape, and higher service expectations from citizens.

To leave a legacy that enables a next generation to live successful and happy lives here, we need to maintain/re-invest in infrastructure, and provide a quality and range of services and amenities people want at a price people are willing to pay. To do this efficiently, the Flagstaff Intermunicipal Partnership (FIP) is asking for your help to explore region-based governance and shared services options.

FIP is studying the opportunities available through greater regional collaboration, and potential new regional governance models that ensure a bright future for the communities in our region. FIP is currently working on a project that has four parts:

- 1) Understand the condition of the infrastructure in each municipality to have a better picture of what investment is required to maintain it into the future.
- 2) Survey each community's administration to better understand sustainability issues.
- 3) Survey region community residents to better understand desired services and amenities.
- 4) Evaluate governance models that are best able to meet the needs of Flagstaff region communities.

We are now at the stage where we need your help with #3. Whether it's your water treatment plant or sewer lagoons, a road, a hockey rink, or other recreation facilities, the municipality you live in provides an array of services and public amenities. Those amenities contribute to your quality of life, but we are also mindful that every new service can increase the taxes you pay. Fewer services can also lower the quality of life in a community, and that can cause population decline, which can mean your taxes could also go up simply to maintain existing services and amenities. What you have now for services/public amenities may not be what you feel is needed in future. You may find that service levels are too high or too low for a particular service.

There's also the future of the region-communities to consider – where services and amenities are part of the considerations and deliberations that future business investors and families make when they decide whether to move to your region. The challenge is – how do you compete against larger centres that offer more to a population that constantly expects more? How do you ensure a quality of life that attracts new people without breaking the bank? What choices can you make that ensure your tax dollars provide you and your neighbours with the best value for money? Your response to this survey helps us understand these issues.

Thank you in advance for your response – and for helping us all create a legacy we can be proud to leave for future generations in our communities. There is no right or wrong...the survey is simply exploring your opinions around options. Your perspective and "frankness" is therefore much appreciated. There is a variability of services across urban communities in the region and between rural and urban residents. Please answer for your context and choose "not applicable" where relevant.

For more information about the Flagstaff Communities Collaboration Initiative visit: http://www.flagstaffunited.ca/

What is a Municipal Service? For purposes of this survey, "stheir government to provide it..."

For purposes of this survey, "services" refer to services that residents of a municipality expect their government to provide in exchange for the taxes they pay.

- Basic Services revolve around water, sewer, streets, and emergency services.
- Recreation and Culture Services will vary from community to community from a library to a hockey rink. Most people would describe these as quality of life-focused amenities.
- Administrative Services governance functions from tax collection to planning permits.

1. Overall, how satisfied are you with services your municipality currently provides?

Response	Chart	Percentage	Count
Very Satisfied		11.8%	45
Satisfied		60.5%	230
Dissatisfied		19.5%	74
Very Dissatisfied		5.5%	21
Don't Know/Unsure		2.6%	10
		Total Responses	380

There is variation among the region communities:

Lowest satisfaction (those somewhat or very dissatisfied above the region average (25%) indicated in red):

- Lougheed 50%
- Heisler 45%
- Daysland 44%
- Hardisty 44%
- Flagstaff County 21%
- Sedgewick 20%
- Alliance 17%
- Forestburg 16%
- Killam 9%

Highest satisfaction (those somewhat or very satisfied above the region average (72%) indicated in green):

- Killam 91%
- Alliance 83%
- Forestburg 82%
- Sedgewick 77%
- Flagstaff County 73%
- Hardisty 56%
- Daysland 56%
- Lougheed 50%
- Heisler 45%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Very Satisfied	6 16.7%	1 4.0%	8 17.4%	6 17.1%	3 50.0%	7 12.3%	O	0 0%	6 8.0%	Total: 37
Satisfied	14 38.9%	13 52.0%	34 73.9%	21 60.0%	2 <i>33.3</i> %	40 70.2%	5 45.5%	6 50.0%	49 65.3%	Total: 184
Dissatisfied	10 27.8%	9 <i>36.0</i> %	3 <i>6.5</i> %	7 20.0%	1 16.7%	8 14.0%	2 18.2%	6 50.0%	11 14.796	Total: 57
Very Dissatisfied	6 16.7%	2 8.0%	1 2.2%	0 0%	O	1 1.8%	3 27.3%	O	5 6.7%	Total: 18
Don't Know/Unsure	O	O 096	O 096	1 2.9%	O 096	1 1.8%	1 9.1%	O 096	4 5.3%	Total: 7

2. Please indicate your LEVEL OF SATISFACTION with each of the following SERVICES in your community.

Note: red-circles represent selected highest scores in category responses.

/	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied	Don't Use/Can't Comment	Not Applicable	Total Responses
Public Works (road maintenance and snow removal)	22 (6.2%)	105 (29.4%)	162 (45.4%)	64 (17.9%)	3 (0.8%)	1 (0.3%)	357
Resource recovery (garbage and recycling)	13 (3.6%)	33 (9.2%)	213 (59.7%)	85 (23.8%)	10 (2.8%)	3 (0.8%)	357
Parks and pathways	10 (2.8%)	49 (13.8%)	180 (50.7%)	89 (25.1%)	17 (4.8%)	10 (2.8%)	355
Outdoor recreation facilities (e.g. ball diamond, soccer field, playground, campground)	7 (2.0%)	39 (11.0%)	173 (48.6%)	109 (30.6%)	26 (7.3%)	2 (0.6%)	356
Indoor recreation facilities (e.g. pool, arena, gym, fitness centre, curling, bowling)	8 (2.2%)	47 (13.2%)	173 (48.6%)	90 (25.3%)	34 (9.6%)	4 (1.1%)	356
Cultural services (e.g. art gallery, museum, performing arts centre, agriplex, theatre, community hall, seniors centre)	4 (1.1%)	48 (13.5%)	206 (58.0%)	64 (18.0%)	26 (7.3%)	7 (2.0%)	355
Community programming (recreation and leisure learning)	10 (2.8%)	75 (21.2%)	176 (49.7%)	30 (8.5%)	54 (15.3%)	9 (2.5%)	354
Social services (family & community support services)	12 (3.4%)	49 (13.9%)	155 (43.9%)	30 (8.5%)	96 (27.2%)	11 (3.1%)	353
Development services (building permits, etc.)	17 (4.8%)	40 (11.4%)	159 (45.2%)	32 (9.1%)	92 (26.1%)	12 (3.4%)	352
Protective services (RCMP, fire, municipal enforcement, emergency medical services)	16 (4.5%)	78 (22.0%)	192 (54.2%)	54 (15.3%)	12 (3.4%)	2 (0.6%)	354
Water and sewer services	10 (2.8%)	31 (8.8%)	184 (52.4%)	66 (18.8%)	38 (10.8%)	22 (6.3%)	351
Library	5 (1.4%)	10 (2.8%)	169 (47.6%)	114 (32.1%)	52 (14.6%)	5 (1.4%)	355

3. Please indicate HOW IMPORTANT you feel each of the following SERVICES are to the residents of your community.

-	Not At All Important	Not Very Important	Somewhat Important	Very Important	Don't Know/Unsure	Total Responses
Public Works (road maintenance and snow removal)	0 (0.0%)	1 (0.3%)	32 (9.2%)	314 (90.2%)	1 (0.3%)	348
Resource recovery (garbage and recycling)	0 (0.0%)	11 (3.2%)	71 (20.4%)	260 (74.7%)	6 (1.7%)	348
Parks and pathways	7 (2.0%)	16 (4.6%)	163 (47.2%)	152 (44.1%)	7 (2.0%)	345
Outdoor recreation facilities (e.g. ball diamond, soccer field, playground, campground)	4 (1.2%)	13 (3.8%)	111 (32.3%)	211 (61.3%)	5 (1.5%)	344
Indoor recreation facilities (e.g. pool, arena, gym, fitness centre, curling, bowling)	2 (0.6%)	9 (2.6%)	99 (28.7%)	234 (67.8%)	1 (0.3%)	345
Cultural services (e.g. art gallery, museum, performing arts centre, agriplex, theatre, community hall, seniors centre)	3 (0.9%)	19 (5.5%)	153 (44.3%)	164 (47.5%)	6 (1.7%)	345
Community programming (recreation and leisure learning)	5 (1.5%)	16 (4.7%)	164 (48.1%)	143 (41.9%)	13 (3.8%)	341
Social services (family & community support services)	5 (1.5%)	11 (3.2%)	107 (31.2%)	196 (57.1%)	24 (7.0%)	343
Development services (building permits, etc.)	2 (0.6%)	27 (7.8%)	144 (41.9%)	136 (39.5%)	35 (10.2%)	344
Protective services (RCMP, fire, municipal enforcement, emergency medical services)	1 (0.3%)	3 (0.9%)	22 (6.4%)	314 (91.3%)	4 (1.2%)	344
Water and sewer services	4 (1.2%)	7 (2.0%)	38 (11.0%)	273 (79.4%)	22 (6.4%)	344
Library	6 (1.7%)	35 (10.2%)	162 (47.2%)	130 (37.9%)	10 (2.9%)	343

4. Thinking back over the last few years, do you feel the quality and variety of services provided by your municipality has increased, decreased, or remained the same? (choose one)

Response	Chart	Percentage	Count
Increased		13.1%	46
Decreased		36.9%	130
Remained the Same		42.6%	150
Don't Know/Unsure		7.4%	26
		Total Responses	352

There is variation among the region communities in terms of those communities that feel services have decreased (those above the region average (37%) indicated in red):

- Lougheed 92%
- Hardisty 56%
- Heisler 55%
- Daysland 50%
- Flagstaff County 35%
- Forestburg 28%
- Sedgewick 26%
- Killam 20%
- Alliance 17%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Increased	6 16.7%	0	9 19.6%	7 20.0%	1 16.7%	6 10.5%	0 0%	0 0%	12 16.0%	Total: 41
Decreased	18 50.0%	14 56.0%	9 19.6%	9 25.7%	1 16.7%	16 28.1%	6 54.5%	11 91.7%	26 34.7%	Total: 110
Remained the Same	9 25.0%	10 40.0%	27 58.7%	13 37.1%	4 66.7%	29 50.9%	4 36.4%	1 8.3%	33 44.0%	Total: 130
Don't Know/Unsure	3 8.3%	1 4.0%	1 2.2%	6 17.1%	0	6 10.5%	1 9.1%	0	4 5.3%	Total: 22

5. In your opinion, has any change in the quality of variety of services provided by your municipality over the last few years had a positive or negative impact on your quality of life? (choose one)

Response	Chart	Percentage	Count
Very Positive Impact		2.3%	8
Positive Impact		30.7%	107
Negative Impact		29.0%	101
Very Negative Impact		5.2%	18
Don't Know/Unsure		32.8%	114
		Total Responses	348

There is variation among the region communities in terms of those communities that feel change in quality or variety of services has had a negative or very negative impact on quality of life (those above the region average (34%) indicated in red):

- Lougheed 58%
- Heisler 55%
- Daysland 50%
- Hardisty 48%
- Flagstaff County 35%
- Forestburg 21%
- Sedgewick 26%
- Killam 22%
- Alliance 17%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Very Positive Impact	1 2.8%	O	0	O	1 16.7%	2 3.5%	1 9.1%	0 0%	1 1.3%	Total: 6
Positive Impact	8 22.2%	5 20.0%	17 <i>37.0%</i>	11 <i>31.4%</i>	2 33.3%	24 42.1%	1 9.1%	3 25.0%	25 33.3%	Total: 96
Negative Impact	12 33.3%	10 40.0%	10 21.7%	9 25.7%	1 16.7%	12 21.1%	3 27.3%	6 50.0%	20 26.7%	Total: 83
Very Negative Impact	6 16.7%	2 8.0%	0	O	0	O	3 27.3%	1 8.3%	5 6.7%	Total: 17
Don't Know/Unsure	9 25.0%	8 32.0%	19 41.3%	15 42.9%	2 33.3%	19 33.3%	3 27.3%	2 16.7%	24 32.0%	Total: 101

6. Thinking about the programs and services you receive from your municipality, would you say that overall you get good value or poor value for your tax dollars? (choose one)

Response	Chart	Percentage	Count
Very Good Value		8.4%	29
Fairly Good Value		52.3%	181
Fairly Poor Value		24.6%	85
Very Poor Value		10.4%	36
Don't Know/Unsure		4.3%	15
		Total Responses	346

There is variation among the region communities:

Fairly or very poor value for tax dollars (those above the region average (35%) indicated in red):

- Hardisty 64%
- Heisler 64%
- Daysland 58%
- Alliance 50%
- Flagstaff County 36%
- Lougheed 33%
- Forestburg 25%
- Killam 19%
- Sedgewick 14%

Fairly or very good value for tax dollars (those above the region average (61%) indicated in green):

- Killam 78%
- Sedgewick 77%
- Forestburg 74%
- Lougheed 67%
- Flagstaff County 57%
- Alliance 50%
- Daysland 39%
- Hardisty 36%
- Heisler 18%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	of Alliance	Village of Forestburg	of Heisler	Village of Lougheed	Flagstaff County	
Very Good Value	4 11.196	O 096	5 10.9%	6 17.1%	2 33.3%	4 7.0%	O 096	O 0%	5 6.7%	Total: 26
Fairly Good Value	10 27.8%	9 36.0%	31 <i>67.4%</i>	21 60.0%	1 16.796	38 <i>66.7%</i>	2 18.2%	8 66.7%	38 50.7%	Total: 158
Fairly Poor Value	11 30.6%	12 48.0%	7 15.2%	5 14.3%	2 33.3%	12 21.196	3 27.3%	3 25.0%	18 24.0%	Total: 73
Very Poor Value	10 27.8%	4 16.0%	2 4.3%	O 0%	1 16.7%	2 3.5%	4 36.4%	1 8.3%	9 12.0%	Total: 33
Don't Know/Unsure	1 2.8%	O 096	1 2.2%	3 8.696	O 096	1 <i>1.896</i>	2 18.296	O	5 6.7%	Total: 13

7. Thinking into the future, do you feel the quality and variety of services provided by your municipality will increase, decrease, or remain the same given current trends? (choose one)

Response	Chart	Percentage	Count
Increase		8.7%	30
Decrease		52.8%	182
Remain the Same		32.5%	112
Don't Know/Unsure		6.1%	21
		Total Responses	345

There is variation among the region communities in terms of those communities that feel the variety and quality of services will decrease given current trends (those above the region average (53%) indicated in red):

- Heisler 82%
- Hardisty 72%
- Alliance 67%
- Lougheed 58%
- Killam 50%
- Forestburg 49%
- Flagstaff County 48%
- Sedgewick 43%
- Daysland 42%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Increase	7 19.4%	1 4.0%	3 6.5%	6 17.1%	0	4 7.0%	0	1 8.3%	5 6.7%	Total: 27
Decrease	15 41.7%	18 72.0%	23 50.0%	15 42.9%	4 66.7%	28 49.1%	9 81.8%	7 58.3%	36 48.0%	Total: 155
Remain the Same	11 30.6%	4 16.0%	17 37.0%	13 37.1%	2 33.3%	21 36.8%	1 9.1%	4 33.3%	30 40.0%	Total: 103
Don't Know/Unsure	3 8.3%	2 8.0%	3 6.5%	1 2.9%	0	4 7.0%	1 9.1%	0	4 5.3%	Total: 18

8. Where do you feel your municipality currently focuses its services effort? (choose one)

Response	Chart	Percentage	Count
Better existing services (quality/service levels/repair)		49.9%	171
Addition of new services that you feel enhance quality of life		10.8%	37
Don't know/unsure		39.4%	135
		Total Responses	343

9. Where do you feel your municipality should focus its services effort in future?

Response	Chart	Percentage	Count
Better existing services (quality/service levels/repair)		64.0%	219
Addition of new services that you feel enhance quality of life		31.3%	107
Don't know/unsure		4.7%	16
		Total Responses	342

10. Do you feel your municipality needs to expand its recreation and culture service offering either to serve existing residents and/or to attract investment and new families to relocate? (click response button to either a yes or no)



10b. If you answered yes, what recreation/culture services do you feel are needed? (choose up to 5 that you feel are most important)

Response	Chart	Percentage	Count
Indoor swimming pool		33.8%	66
Indoor arena		21.5%	42
Fitness centre		26.2%	51
Gym		11.3%	22
Spray park		41.5%	81
Community centre (meeting rooms, event capacity, youth/seniors centre)		26.7%	52
Tennis court		5.1%	10
Track and field facility		6.2%	12
Soccer pitch		3.6%	7
Baseball/Slo-Pitch diamond		10.3%	20
Hiking/biking trails		37.4%	73
Playground		22.1%	43
Outdoor basketball court		6.7%	13
Football field		3.1%	6
BMX track		10.8%	21
Skateboard park		20.0%	39
Outdoor skating rink		16.4%	32
Golf course		17.9%	35
Multipurpose facility (for daycare, yoga, etc.)		49.7%	97
Expanded library		20.0%	39
Other (please specify)		16.9%	33
		Total Responses	195

11. Municipal property taxes are the primary way to pay for services provided by your municipality. Thinking about the services provided by your municipality, which of the following tax strategies do you support most over the next 5 years? (select only one)

Response	Chart	Percentage	Count
Enhance level of services, which may require a tax increase above inflation		20.5%	69
Maintain level of services, which may require a tax increase to offset inflation		50.9%	171
Reduce level of services to maintain current tax levels		10.4%	35
Reduce level of services to reduce taxes		4.8%	16
Don't know/unsure		13.4%	45
		Total Responses	336

There is variation among the region communities in terms of those communities that feel services should be maintained or enhanced, requiring tax increases to offset or be set above the level of inflation (those above the region average (71%) indicated in red):

- Killam 85%
- Lougheed 83%
- Daysland 78%
- Flagstaff County 71%
- Forestburg 68%
- Sedgewick 68%
- Hardisty 64%
- Heisler 55%
- Alliance 50%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Enhance level of services, which may require a tax increase above inflation	17 47.2%	6 24.0%	9 19.6%	4 11.4%	O	7 12.3%	3 27.3%	5 41.7%	12 16.0%	Total: 63
Maintain level of services, which may require a tax increase to offset inflation	11 30.6%	10 40.0%	30 65.2%	20 57.1%	3 50.0%	32 56.1%	3 27.3%	5 41.7%	41 54.7%	Total: 155
Reduce level of services to maintain current tax levels	1 2.8%	3 12.0%	4 8.7%	5 14.3%	2 33.3%	7 12.3%	2 18.2%	1 8.3%	8 10.7%	Total: 33
Reduce level of services to reduce taxes	1 2.8%	O <i>0</i> 96	O	2 5.7%	1 16.7%	4 7.0%	1 9.1%	1 8.3%	6 8.0%	Total: 16
Don't know/unsure	6 16.7%	6 24.0%	3 <i>6.5</i> %	4 11.4%	O	7 12.3%	2 18.2%	O	8 10.7%	Total: 36

12. Please rate what you feel is the relative importance of working to provide each of the following services on a more regional basis moving forward:

	Not At All Important	Not Very Important	Slightly Important	Important	Very Important	Unsure/Don't Know	Total Responses
Airport Services	73 (23.2%)	72 (22.9%)	72 (22.9%)	60 (19.1%)	24 (7.6%)	13 (4.1%)	314
Bylaw Services	13 (4.1%)	40 (12.7%)	87 (27.6%)	108 (34.3%)	57 (18.1%)	10 (3.2%)	315
Economic Development Services	9 (2.9%)	15 (4.8%)	64 (20.4%)	118 (37.6%)	95 (30.3%)	13 (4.1%)	314
Emergency Services (fire, police, EMS)	2 (0.6%)	4 (1.3%)	12 (3.8%)	79 (25.1%)	(67.9%)	4 (1.3%)	315
Family and Community Support Services	3 (1.0%)	13 (4.1%)	38 (12.1%)	133 (42.4%)	118 (37.6%)	9 (2.9%)	314
Geographic Information Systems (GIS)	18 (5.8%)	56 (17.9%)	92 (29.5%)	69 (22.1%)	18 (5.8%)	59 (18.9%)	312
Housing	13 (4.1%)	23 (7.3%)	51 (16.1%)	131 (41.5%)	89 (28.2%)	9 (2.8%)	316
Parks Management Services	9 (2.9%)	40 (12.8%)	109 (34.8%)	113 (36.1%)	31 (9.9%)	11 (3.5%)	313
Planning Services (development application processing and plan-making)	9 (2.9%)	32 (10.2%)	81 (25.8%)	118 (37.6%)	55 (17.5%)	19 (6.1%)	314
One Regional Municipal Development Plan	30 (9.7%)	34 (11.0%)	61 (19.7%)	93 (30.1%)	55 (17.8%)	36 (11.7%)	309
One Regional Municipal Recreation Master Plan	29 (9.3%)	39 (12.5%)	66 (21.2%)	85 (27.2%)	64 (20.5%)	29 (9.3%)	312
Recreation Services (community halls, sports facilities, libraries, museums)	12 (3.8%)	20 (6.4%)	49 (15.6%)	111 (35.4%)	117 (37.3%)	5 (1.6%)	314
Solid Waste Management Services	2 (0.6%)	9 (2.9%)	46 (14.6%)	113 (36.0%)	138 (43.9%)	6 (1.9%)	314
Transportation Services (roads)	5 (1.6%)	9 (2.9%)	24 (7.6%)	98 (31.2%)	174 (55.4%)	4 (1.3%)	314
Water Services	8 (2.6%)	8 (2.6%)	31 (9.9%)	104 (33.3%)	149 (47.8%)	12 (3.8%)	312
Wastewater Services	9 (2.9%)	11 (3.5%)	29 (9.3%)	114 (36.4%)	133 (42.5%)	17 (5.4%)	313
Regional Marketing for Investment Attraction and Retention	8 (2.6%)	23 (7.4%)	63 (20.3%)	99 (31.9%)	102 (32.9%)	15 (4.8%)	310
Region-Based Industrial Land Development (selected locations only)	15 (4.8%)	30 (9.6%)	69 (22.0%)	92 (29.4%)	62 (19.8%)	45 (14.4%)	313
Shared Equipment	4 (1.3%)	23 (7.4%)	52 (16.7%)	121 (38.8%)	85 (27.2%)	27 (8.7%)	312
One Region-Based Development Vision	27 (8.6%)	25 (8.0%)	67 (21.3%)	87 (27.7%)	64 (20.4%)	44 (14.0%)	314
Regional Governance	26 (8.4%)	37 (11.9%)	61 (19.6%)	81 (26.0%)	77 (24.8%)	29 (9.3%)	311
Medical Recruitment	1 (0.3%)	5 (1.6%)	29 (9.3%)	95 (30.4%)	175 (56.1%)	7 (2.2%)	312
Single Regional Voice to Senior Levels of Government for	9 (2.9%)	16 (5.1%)	28 (8.9%)	103 (32.9%)	132 (42.2%)	25 (8.0%)	313



"Bedrock" Issues (e.g. roads, health, education)							
Seniors Care	4 (1.3%)	5 (1.6%)	25 (8.0%)	92 (29.4%)	179 (57.2%)	8 (2.6%)	313
Employee Safety Program	13 (4.2%)	30 (9.6%)	66 (21.2%)	122 (39.2%)	67 (21.5%)	13 (4.2%)	311
Shared Administration Services (e.g. tax, assessment, finance, planning, tenders)	15 (4.8%)	25 (8.0%)	60 (19.2%)	101 (32.3%)	87 (27.8%)	25 (8.0%)	313
Fire Services	5 (1.6%)	2 (0.6%)	19 (6.1%)	72 (23.0%)	(67.7%)	3 (1.0%)	313
Communications Systems (e.g. fire)	3 (1.0%)	4 (1.3%)	31 (9.9%)	105 (33.5%)	166 (53.0%)	4 (1.3%)	313
School Planning	6 (1.9%)	13 (4.1%)	27 (8.6%)	84 (26.8%)	169 (53.8%)	15 (4.8%)	314
Medical Facilities Planning	2 (0.6%)	10 (3.2%)	24 (7.6%)	76 (24.1%)	196 (62.2%)	7 (2.2%)	315
	0 (0.0%)	2 (4.3%)	2 (4.3%)	8 (17.0%)	13 (27.7%)	22 (46.8%)	47

13. Please agree or disagree with the following statements:

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unsure/Don't Know	Total Responses
My community needs more services/amenity	34 (11.3%)	143 (47.4%)	97 (32.1%)	12 (4.0%)	16 (5.3%)	302
My community needs higher quality services/amenity	38 (12.7%)	146 (48.7%)	96 (32.0%)	7 (2.3%)	13 (4.3%)	300
My community has the ability to pay for and maintain services the community wants and needs	12 (4.0%)	116 (38.4%)	83 (27.5%)	40 (13.2%)	51 (16.9%)	302
Our recreation, culture and basic services (water, sewer, roads) infrastructure is adequately maintained	19 (6.3%)	173 (57.1%)	72 (23.8%)	27 (8.9%)	12 (4.0%)	303
I would support provision of more region-based service if it was an enhancement of the variety and quality of services currently available to me	48 (16.0%) ((57.0%)	35 (11.7%)	17 (5.7%)	29 (9.7%)	300
I would support provision of a more region-based service vs. that service being available in my community boundary if it meant tax reductions	58 (19.5%)	124 (41.6%)	63 (21.1%)	24 (8.1%)	29 (9.7%)	298
I don't support region-based services	24 (8.0%)	48 (16.0%)	(37.0%)	71 (23.7%)	46 (15.3%)	300
I am prepared to pay more taxes to receive enhanced services/amenities	17 (5.6%)	109 (36.0%)	95 (31.4%)	57 (18.8%)	25 (8.3%)	303
Quality and variety of services/amenities is important to our ability to attract families and investment to the region	93 (30.9%)	169 (56.1%)	27 (9.0%)	8 (2.7%)	4 (1.3%)	301
If we could build one or more regional recreation facilities that provides more and/or enhanced services instead of maintaining several smaller recreation facilities at greater cost, we should do so	38 (12.5%)	86 (28.2%)	72 (23.6%)	78 (25.6%)	31 (10.2%)	305
Regardless of cost or impact on tax rates, it is most important to ensure all services are managed locally and all facilities, such as arenas, are located in each community.	51 (16.8%)	76 (25.0%)	91 (29.9%)	67 (22.0%)	19 (6.2%)	304
It's more important that we have in-community access to health, education and seniors housing, even if we could get better services or a larger facility from a consolidated location in the region	76 (24.9%)	123 (40.3%)	60 (19.7%)	32 (10.5%)	14 (4.6%)	305

Selected Question 13 statements have been cross-tabulated with community as follows:

Statement 1 – Those who agree or strongly agree that their community needs <u>more</u> services/amenity (those above the region average (59%) indicated in red):

- Hardisty 92%
- Lougheed 75%
- Daysland 68%
- Killam 65%
- Sedgewick 56%
- Forestburg 55%
- Heisler 55%
- Flagstaff County 47%
- Alliance 17%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Strongly Agree	9 26.5%	8 <i>32.0</i> %	3 6.5%	2 5.9%	O	3 5.3%	2 18.2%	1 8.3%	7 9.6%	Total: 35
Agree	14 41.2%	15 60.0%	27 58.7%	17 50.0%	1 16.7%	28 49.1%	4 36.4%	8 66.7%	27 <i>37.0%</i>	Total: 141
Disagree	8 23.5%	2 8.0%	14 <i>30.4</i> %	13 38.2%	4 66.7%	18 31.6%	4 36.4%	3 25.0%	30 41.1%	Total: 96
Strongly Disagree	1 2.9%	O 0%	1 2.2%	1 2.9%	1 16.7%	3 5.3%	1 9.196	O	4 5.5%	Total: 12
Unsure/Don't Know	2 5.9%	O	1 2.2%	1 2.9%	O 096	5 8.8%	O 096	O 0%	5 6.8%	Total: 14

Statement 2 – Those who agree or strongly agree that their community needs <u>higher quality</u> services/amenity (those above the region average (61%) indicated in red):

- Hardisty 88%
- Lougheed 83%
- Daysland 71%
- Killam 63%
- Sedgewick 49%
- Flagstaff County –56%
- Forestburg 55%
- Heisler 55%
- Alliance 17%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Strongly Agree	12 35.3%	6 24.0%	2 4.3%	3 8.6%	O	5 8.9%	3 27.3%	1 8.3%	7 9.9%	Total: 39
Agree	12 35.3%	16 64.0%	27 58.7%	14 40.0%	1 16.7%	26 46.4%	3 27.3%	9 75.0%	33 46.5%	Total: 141
Disagree	6 17.6%	2 8.0%	15 32.6%	17 48.6%	3 50.0%	19 33.9%	5 45.5%	2 16.7%	27 38.0%	Total: 96
Strongly Disagree	1 2.9%	O	O 096	O	2 33.3%	3 5.4%	O	0	1	Total: 7
Unsure/Don't Know	3 8.8%	1 4.0%	2 4.3%	1 2.9%	O 0%	3 5.4%	O	O	3 4.2%	Total: 13



Statement 5 – Those who would support (agree or strongly agree) provision of more region-based service if it was an enhancement of the variety and quality of services currently available (those above the region average (73%) indicated in red):

- Alliance 83%
- Heisler 82%
- Hardisty 79%
- Daysland 77%
- Lougheed 75%
- Forestburg 74%
- Killam 71%
- Sedgewick 71%
- Flagstaff County –68%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Strongly Agree	8 22.9%	4 16.7%	7 15.6%	9 25.7%	1 16.7%	6 10.5%	3 27.3%	2 16.7%	8 11.3%	Total: 48
Agree	19 54.3%	15 62.5%	25 55.6%	16 45.7%	4 66.7%	36 <i>63.2</i> %	6 54.5%	7 58.3%	40 56.3%	Total: 168
Disagree	4 11.4%	4 <i>16.796</i>	6 13.3%	2 5.7%	O	9 15.8%	O	3 25.0%	5 7.0%	Total: 33
Strongly Disagree	1 2.9%	1 4.2%	1 2.2%	2 5.7%	1 16.7%	2 3.5%	2 18.2%	O 096	8 11.3%	Total: 18
Unsure/Don't Know	3 8.6%	O 096	6 13.3%	6 17.196	O	4 7.0%	O	O 0%	10 14.196	Total: 29

Statement 6 – Those who would support (agree or strongly agree) provision of a more region-based service vs. that service being available in a home community boundary if it meant tax reductions (those above the region average (60%) indicated in red):

- Heisler 80%
- Daysland 75%
- Lougheed 75%
- Hardisty 69%
- Alliance 67%
- Sedgewick 60%
- Forestburg 59%
- Killam 59%
- Flagstaff County 51%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	of Alliance	Village of Forestburg	of Heisler	Village of Lougheed	Flagstaff County	
Strongly Agree	9 25.7%	2 8.7%	4 8.7%	10 28.6%	4 66.7%	9 16.1%	7 70.0%	3 25.0%	10 13.9%	Total: 58
Agree	17 48.6%	14 60.9%	23 50.0%	11 <i>31.4%</i>	O	24 42.9%	1 10.096	6 50.0%	27 <i>37.5</i> %	Total: 123
Disagree	3 8.6%	4 17.4%	13 28.3%	7 20.0%	2 33.3%	10 17.9%	1 10.0%	3 25.0%	18 25.0%	Total: 61
Strongly Disagree	3 8.6%	2 8.7%	1 2.2%	3 8.6%	O 096	8 14.3%	1	O	7 9.7%	Total: 25



Statement 12 – Those who agree (or strongly agree) it's more important that "we have in-community access to health, education and seniors housing, even if we could get better services or a larger facility from a consolidated location in the region." (those above the region average (65%) indicated in red):

- Alliance 83%
- Flagstaff County 71%
- Forestburg 70%
- Sedgewick 66%
- Killam 61%
- Hardisty 60%
- Lougheed 50%
- Heisler 46%
- Daysland 43%

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Strongly Agree	11 31.4%	7 28.0%	10 21.7%	5 14.3%	3 50.0%	15 26.3%	1 9.1%	2 16.7%	22 30.1%	Total: 76
Agree	11 31.4%	8 32.0%	18 39.1%	18 51.4%	2 33.3%	25 43.9%	4 36.4%	4 33.3%	30 41.1%	Total: 120
Disagree	7 20.0%	7 28.0%	9 19.6%	6 17.1%	O	11 <i>19.3</i> %	2 18.2%	4 33.3%	12 <i>16.4</i> %	Total: 58
Strongly Disagree	4 11.4%	O	5 10.9%	4 11.4%	1 16.7%	6 10.5%	3 27.3%	1 8.3%	8 11.096	Total: 32
Unsure/Don't Know	2 5.7%	3 12.0%	4 8.7%	2 5.7%	0	O	1 9.1%	1 8.3%	1	Total: 14

14. Please rank what you feel is important for your community and nearby communities to think about if they consider more region-based services solutions (slide the left jigsaw piece into the pieces on the right, from Rank 1 being most important, to Rank 6 being least important):

	Rank 1 - Most Important	Rank 2	Rank 3	Rank 4	Rank 5	Rank 6 - Least Important	Total Responses
Community autonomy over decision making and operations	49 (17.6%)	35 (12.6%)	53 (19.1%)	51 (18.3%)	54 (19.4%)	36 (12.9%)	278
Cost of services/tax rates	98 (34.8%)	67 (23.8%)	63 (22.3%)	41 (14.5%)	9 (3.2%)	4 (1.4%)	282
Location of facilities	37 (13.3%)	65 (23.3%)	59 (21.1%)	55 (19.7%)	29 (10.4%)	34 (12.2%)	279
Community identity (keeping name and history)	42 (15.2%)	41 (14.9%)	29 (10.5%)	65 (23.6%)	31 (11.2%)	68 (24.6%)	276
An efficient system of more region-based government administration	33 (12.2%)	43 (15.9%)	39 (14.4%)	24 (8.9%)	91 (33.6%)	41 (15.1%)	271
An efficient system of more region-based elected governance	28 (10.2%)	34 (12.4%)	39 (14.2%)	38 (13.9%)	55 (20.1%)	80 (29.2%)	274

Importance in considering more region-based solutions (rank #1 or #2):

- Cost of services/tax rates 59%
- Facility location 37%
- Community identity retention 31%
- Community autonomy over decision making 30%
- More region-based government administration 28%
- More region-based elected governance 23%

A ranking table indicates some variation across communities, with cost of services/tax rates and facility location leading, and efficiency of government administration/elected governance lagging (with exception of Lougheed, Heisler, and Sedgewick who rank that activity higher):

Community	Community autonomy over decision making and operations	Cost of services/tax rates	Location of facilities	Community identity (keeping name and history)	An efficient system of more region-based government administration	An efficient system of more region-based elected governance
Alliance	50 (Rank 2)	67 (Rank 1)	0	33	33 (Rank 3)	17 (Rank 5)
Daysland	27	47 (Rank 1)	41 (Rank 2)	29	28 (Rank 4)	24 (Rank 6)
Flagstaff County	24	64 (Rank 1)	41 (Rank 2)	20	32 (Rank 3)	26 (Rank 4)
Forestburg	36	61 (Rank 1)	39	41 (Rank 2)	17 (Rank 5)	15 (Rank 6)
Hardisty	35	52 (Rank 1)	45 (Rank 2)	32	22 (Rank 5)	19 (Rank 6)
Heisler	20	80 (Rank 1)	0	30	30 (Rank 3)	40 (Rank 2)
Killam	38	61 (Rank 1)	43 (Rank 2)	37	14 (Rank 6)	16 (Rank 5)
Lougheed	27	36 (Rank 2)	27	36	50 (Rank 1)	30 (Rank 4)
Sedgewick	26	57 (Rank 1)	26	17	47 (Rank 2)	29 (Rank 3)

Raw ranking tables:

Community autonomy over decision making:

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Rank 1 - Most Important	6 18.2%	4 17.496	3 6.7%	7 20.0%	3 50.0%	15 28.8%	1 10.0%	1 9.196	11 16.7%	Total: 51
Rank 2	3 9.1%	4 17.496	14 31.1%	2 5.7%	O	4 7.796	1 10.0%	2 18.2%	5 7.6%	Total: 35
Rank 3	6 18.2%	3 13.0%	7 15.6%	5 14.3%	O 096	8 15.4%	2 20.0%	1 9.196	21 <i>31.8</i> %	Total: 53
Rank 4	7 21.2%	6 26.196	7 15.6%	5 14.3%	2 33.3%	10 19.2%	1 10.0%	2 18.2%	11 <i>16.7</i> %	Total: 51
Rank 5	7 21.2%	3 13.0%	11 24.4%	7 20.0%	1 16.7%	8 15.4%	3 30.0%	3 27.3%	12 18.2%	Total: 55
Rank 6 - Least Important	4 12.1%	3 13.0%	3 <i>6.7%</i>	9 25.7%	O 0%	7 13.5%	2	2 18.2%	6 9.1%	Total: 36

Cost of services/tax rates:

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Rank 1 - Most Important	14 41.2%	4 17.4%	20 45.5%	12 34.3%	2 33.3%	14 26.9%	4 40.0%	1 9.196	27 <i>39.1%</i>	Total: 98
Rank 2	2 5.9%	8 34.8%	7 15.9%	8 22.9%	2 33.3%	18 34.6%	4 40.0%	3 27.3%	17 <i>24.6</i> %	Total: 69
Rank 3	7 20.6%	6 26.1%	12 <i>27.3%</i>	9 25.7%	1 16.7%	11 21.2%	1 10.096	4 36.4%	11 15.9%	Total: 62
Rank 4	10 29.4%	2 8.7%	3 6.8%	5 14.3%	O 096	8 15.4%	1 10.096	3 27.3%	10 14.5%	Total: 42
Rank 5	1 2.9%	1 4.3%	2 4.5%	1 2.9%	1 16.7%	1 1.9%	O 096	O 0%	2 2.9%	Total: 9
Rank 6 - Least Important	O 096	2 8.796	O 0%	O 0%	O 0%	O 096	O 096	O 096	2 2.9%	Total: 4

Location of facilities:

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Rank 1 - Most Important	3 9.1%	5 22.7%	11 25.0%	2 5.9%	O 096	7 13.0%	O 096	1 9.196	9 13.2%	Total: 38
Rank 2	11 33.3%	5 22.7%	8 18.2%	7 20.6%	O 0%	14 25.9%	O 096	2 18.2%	19 27.9%	Total: 66
Rank 3	8 24.2%	5 22.7%	8 18.2%	6 17.6%	3 50.0%	11 20.4%	2 20.0%	4 <i>36.4</i> %	13 19.1%	Total: 60
Rank 4	4 12.1%	3 13.6%	9 20.5%	8 23.5%	1 16.7%	16 29.6%	1 10.0%	2 18.2%	11 <i>16.296</i>	Total: 55
Rank 5	5 15.2%	2 9.1%	3 6.8%	5 14.7%	O 0%	2 3.7%	3 <i>30.0</i> %	1 9.196	8 11.8%	Total: 29
Rank 6 - Least Important	2 6.1%	2 9.1%	5 11.4%	6 17.6%	2 33.3%	4 7.496	4 40.0%	1 9.196	8 11.896	Total: 34

Retaining community identity:

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Rank 1 - Most Important	6 17.6%	6 27.3%	8 18.6%	3 8.8%	O 096	10 18.9%	2 20.0%	3 27.3%	4 6.196	Total: 42
Rank 2	4 11.8%	1 4.5%	8 18.6%	3 8.8%	2 33.3%	12 22.6%	1 10.0%	1 9.196	9 13.6%	Total: 41
Rank 3	5 14.7%	4 18.2%	5 11.6%	4 11.8%	1 16.796	5 9.4%	O <i>O</i> 96	1 9.196	5 7.6%	Total: 30
Rank 4	6 17.6%	8 36.4%	7 16.3%	10 29.4%	1 16.7%	9 17.0%	5 50.0%	2 18.2%	18 27.3%	Total: 66
Rank 5	4 11.8%	O	3 7.0%	8 23.5%	1 16.7%	6 11.396	O <i>O</i> 96	2 18.2%	8 12.1%	Total: 32
Rank 6 - Least Important	9 26.5%	3 13.6%	12 27.9%	6 17.6%	1 16.7%	11 20.8%	2 20.0%	2 18.2%	22 <i>33.3</i> %	Total: 68

Efficient system of more region-based government administration:

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Rank 1 - Most Important	3 9.4%	3 14.3%	2 4.5%	6 17.6%	O 096	5 9.6%	1 10.0%	3 30.0%	10 15.4%	Total: 33
Rank 2	6 18.8%	2 9.5%	4 9.1%	10 29.4%	2 33.3%	4 7.796	2 20.0%	2 20.0%	11 16.9%	Total: 43
Rank 3	3 9.4%	2 9.5%	12 <i>27.3%</i>	3 8.8%	1 16.796	10 19.2%	4 40.0%	1 10.0%	4 6.2%	Total: 40
Rank 4	3 9.4%	2 9.5%	3 6.8%	4 11.8%	O 096	5 9.6%	O 0%	O 096	8 12.3%	Total: 25
Rank 5	9 28.1%	8 38.1%	18 40.9%	8 23.5%	1 16.7%	20 38.5%	1 10.0%	2 20.0%	24 36.9%	Total: 91
Rank 6 - Least Important	8 25.0%	4 19.0%	5 11.4%	3 8.8%	2 33.3%	8 15.4%	2 20.0%	2 20.0%	8 12.3%	Total: 42

Efficient system of more region-based elected governance:

Response	Town of Daysland	Town of Hardisty	Town of Killam	Town of Sedgewick	Village of Alliance	Village of Forestburg	Village of Heisler	Village of Lougheed	Flagstaff County	
Rank 1 - Most Important	2 6.1%	2 9.5%	3 6.8%	5 14.7%	1 16.7%	3 5.6%	2 20.0%	2 20.0%	8 12.3%	Total: 28
Rank 2	6 18.2%	2 9.5%	4 9.1%	5 14.7%	O	5 9.3%	2 20.0%	1 10.0%	9 13.8%	Total: 34
Rank 3	4 12.1%	3 14.3%	6 13.6%	7 20.6%	O	6 11.1%	1 10.096	O 096	12 18.5%	Total: 39
Rank 4	4 12.1%	1 4.8%	12 27.3%	2 5.9%	2 33.3%	6 11.1%	2 20.0%	2 20.0%	7 10.8%	Total: 38
Rank 5	7 21.2%	7 33.3%	5 11.4%	5 14.7%	2 33.3%	14 25.9%	3	2 20.0%	11 16.9%	Total: 56
Rank 6 - Least Important	10 30.3%	6 28.6%	14 31.8%	10 29.4%	1 16.7%	20 37.0%	O 096	3 30.0%	18 27.7%	Total: 82

15. Please indicate what community you live in:

Response	Chart	Percentage	Count
Town of Daysland		12.0%	36
Town of Hardisty		8.3%	25
Town of Killam		15.3%	46
Town of Sedgewick		11.3%	34
Village of Alliance		2.0%	6
Village of Forestburg		19.0%	57
Village of Heisler		3.7%	11
Village of Lougheed		4.0%	12
Flagstaff County		24.3%	73
		Total Responses	300

Some Final Thoughts From 13 Ways

Using selected survey questions that together provide a picture of perception of current services satisfaction and future services desires, a comparative matrix (above-region average responses, % responding in brackets) identifies variability across communities:

	1											1				l		1			Q.13 (1	2) In-
																					commu	
																					access t	,
																					health,	
																					education	on,
																					seniors	1
										Q.11											housing	3
										Consider	tax										even if	
				Q5. Cha	nge					increases	5					Q.13	(5)	Q.13	3 (6)		could ge	et
				in variet						that offs	et						_			gion	better	
				quality o	of					or are						based		base	ed		service	/
				services				Q.7 Variet	y	above				Q.13 (2		servic		serv			larger	
	Q. 1	Q. 4 Qual	,	negative		Q.6 Poo		/ quality		inflation		Q.13 (1		Need h	igher			in h			facility f	
	Dissatisfacti	/ variety		impact o		very po		services w			/	Need m		quality		variet				nity	conslida	ated
	on with	services l	nas	' ')†		r tax	decrease i	n	enhance		services	•	service		ity se		if ta			region	
	services	declined		life		dollars		future		services		amenit	У	amenit	У	availa	ые	redu	ıctıc	ons	location	1
Lougheed	1 50	1	92	1	58			1	58	1	83	1	75	1	83	1	75	5 1	•	75		
Heisler	1 45	1	56	1	58	1	64	1	32							1	82	2 1		80		
Daysland	1 44	1	55	1	50	1	58			1	78	1	68	1	71	1	77	7 1	1	75		
Hardisty	1 44	•	50	1	48	1	64	•	72			1		1		1	•	1	1			
Flagstaff County				1	35	1	36														1	71
Sedgewick																					1	66
Alliance						1	50	1	67							1	83	3		67	1	83
Forestburg																1	74	ļ			1	70
Killam										1	85	1	65	1	63							

Lougheed, Heisler, Daysland, and Hardisty stand-out as having more dissatisfaction with current services, perceived negative impact on quality of life, perceived reduction of services in future, and desire for more/better and/or region-based services enhancement in future.

Alliance sits in a middle ground, where there is concern about value for tax dollars, decreased future services, and consideration of more region-based solutions as a means to address the concerns.

In general, Flagstaff County (73%), Sedgewick (77%), Forestburg (82%), and Killam (91%) are satisfied with current services, and that satisfaction influences more positive (than region average) perspective on provision of future services.

Killam stands out from all communities in having strong satisfaction with current services, but a desire to look at more/enhanced services in tandem with consideration of tax increases at or above the rate of inflation to pay for desired services/service levels.

Perhaps this narrative is reflected in communities that are most satisfied with current/future perspective on services also being more insular in how they view provision of region-based services — with Flagstaff County, Sedgewick, Alliance, and Forestburg recording highest proportions of agreement with a statement in favour of in-community access to health, education, and seniors housing even if better service/larger facility was available from a consolidated region location.

Alberta Municipal Sustainability Strategy Self-Assessment Questionnaire

SCORECARD GENERATION

Conducted by 13 Ways Inc., as part of Flagstaff Intermunicipal Partnership Governance Study, Phase 2.

- a) <u>Purpose</u> the purpose of a scorecard is to convert the Self-Assessment Questionnaire to an easy-to-interpret visual summary. This summary, colour coded in green, yellow, and red, highlights both positive elements of sustainability and elements to improve. Scoring allows for comparison to other communities within the Flagstaff region for purposes of identifying both distinctive (to community) and common sustainability themes that can be fed into further exploration of solution-focused regional services and governance options. Communities can also use the scorecards to make internal enhancements.
- b) <u>Double Weighted Scoring Is Given To Single Asterisk (Key Sustainability Measures, Government of Alberta) And Double Asterisk (Legislated Requirements) Questions Within Each Category When Applicable</u>

	Single Asterisk	Double Asterisk
Sustainable governance		2
Operational and administrative capacity	0	0
Financial stability	7	2
Service delivery	0	0
Regional cooperation	0	0
Infrastructure	1	1
Community well-being	1	0
Risk management	0	0

c) Major Category Scores Are Tallied With Standardization To 100

Note: there is slight variation for Flagstaff County – where some elements of the questionnaire were not scored – particularly with respect to Service Delivery, and for a couple of other communities where a question is not applicable (e.g. don't have business licenses).

	General Questions	Asterisk Questions	Standardization to 100
Sustainable Governance	23 x 4 points (92)	2 x 8 points (16)	x/108 = x/100
Operational and Administrative Capacity	12 x 8 points	0	x/96 = x/100
Financial Stability	28 x 2 points (56)	9 x 4 points (36)	x/92 = x/100
Service Delivery	2 x 50 points (100)	0	x/100
Regional Cooperation	5 x 20 points (100)	0	x/100
Infrastructure	4 x 12 points (48)	2 x 24 points (48)	x/96 = x/100
Community Well-being	14 x 6 points (84)	1 x 12 points (12)	x/96 = x/100
Risk Management	9 x 10 points (90)	0	x/90 = x/100

- A score for each of the <u>major categories</u> (noted above) is assigned a score card colour code based on the following:
 - o Green (Good) = Average scoring of 75+
 - o Yellow (In Transition, Needs Attention) = Average Scoring of 51-74
 - o Red (Needs Immediate Attention) = Average Scoring of 50 or below

d) Sub-Category Scores Are Tallied With Standardization To 100 Then Assigned Colour Coding

Note 1: Conditional questions (depending on a yes or no first response) were not scored to avoid double negatives/positives for extension of the same question.

Note 2: If a response was "in progress" it was deemed to be not complete for purpose of scoring

Note 3: If there was no response, the statement was not scored.

	General Questions	Asterisk	Score	Standardization	Total Score	Weighted Score as
		Questions		to 100		Proportion of Total
Sustainable Governance	23 x 4 points (92)	2 x 8 points (16)		x/108 = x/100		
Citizen Engagement	5 x 4 points (20)			x/20 = x/100		
Local Elections	4 x 4 points (16)			x/16 = x/100		
Municipal Councils	3 x 4 points (12)	2 x 8 points (16)		x/28 = x/100		
Training Opportunities/Participation	2 x 4 points (8)			x/8 = x/100		
Strategic/Long-Term Planning Ability	9 x 4 points (36)			x/36 = x/100		
Operational and Administrative Capacity	8 x 12 points (96)			x/96 = x/100		
Human Resources	2 x 12 points (24)			x/24 = x/100		
Training & Development Opportunities	3 x 12 points (36)			x/36 = x/100		
Technology Resources	3 x 12 points (36)			x/36 = x/100		
Financial Stability	28 x 2 points (56)	9 x 4 points (36)		x/92 = x/100		
Budget	6 x 2 points (12)	3 x 4 points (12)		x/24 = x/100		
Debt	2 x 2 points (4)	2 x 4 points (8)		x/12 = x/100		
Revenue Growth	4 x 2 points (8)	1 x 4 points (4)		x/12 = x/100		
Taxes	10 x 2 points (20)	2 x 4 points (8)		x/28 = x/100		
Utilities	5 x 2 points (10)			x/10 = x/100		
Financial Planning/Risk Management	1 x 2 points (2)			x/2 = x/100		
Financial Reporting		1 x 4 points (4)		x/4 = x/100		
Service Delivery	2 x 50 points (100)			x/100		
Regional Cooperation	5 x 20 points (100)			x/100		
Intermunicipal Arrangements	3 x 20 points (60)			x/60 = x/100		
Planning	2 x 20 points (40)			x/40 = x/100		
Infrastructure	4 x 12 points (48)	2 x 24 points (48)		x/96 = x/100		
Community Well-being	14 x 6 points (84)	1 x 12 points (12)		x/96 = x/100		
Demographics	3 x 6 points (18)	1 x 12 points (12)		x/30 = x/100		
Economic Vitality	6 x 6 points (36)			x/36 = x/100		
Community Vitality	5 x 6 points (30)			x/30 = x/100		
Risk Management	9 x 10 points			x/90 = x/100		
Risk Identification	2 x 10 points (20)			x/20 = x/100		
Risk Assessment/Planning	7 x 10 points (70)			x/70 = x/100		

e) Questionnaire Categories Are Weighted As a Proportion Of A Total Scorecard Score To Generate An Aggregated Top-Level Score Card Score

	% of Total Scorecard Score
Sustainable Governance	10%
Operational and Administrative Capacity	10%
Financial Stability	30%
Service Delivery	10%
Regional Cooperation	10%
Infrastructure	10%
Community Well-being	10%
Risk Management	10%
Total	100%

e.g. Sustainable Governance Score:

Category Score – 80 80 X .10 = 8

Financial Sustainability Score:

Category Score – 50

 $50 \times .30 = 15$

Weighting is heavily skewed (30% of total score) to the Financial Stability category given all other categories are manifested in a quantitative picture of financial well-being of a community (and this is where Municipal Affairs star/double star emphasis is also placed).

Town of Sedgewick scoring is as follows:

	General Questions	Asterisk Questions	Score	Standardizatio n to 100	Total Weighted Score	Colour Code	Weighting As % of Total Scorecard Score	Weighted Score as Proportion of Total
Sustainable Governance	23 x 4 points (92)	2 x 8 points (16)	64	x/108 = x/100	59	Yellow	10	59 x .10 = 5.9
Citizen Engagement	5 x 4 points (20)		4	x/20	20			
Local Elections	4 x 4 points (16)		16	x/16	100			
Municipal Councils	3 x 4 points (12)	2 x 8 points (16)	24	x/28	86			
Training Opportunities/Participation	2 x 4 points (8)		8	x/8	100			
Strategic/Long-Term Planning Ability	9 x 4 points (36)		12	x/36	33			
Operational and Administrative Capacity	8 x 12 points (96)		60	x/96 = x/100	62	Yellow	10	62 x .10 = 6.2
Human Resources	2 x 12 points (24)		12	x/24	50			
Training & Development Opportunities	3 x 12 points (36)		36	x/36	100			
Technology Resources	3 x 12 points (36)		12	x/36	33			
Financial Stability	28 x 2 points (56)	9 x 4 points (36)	72	x/92 = x/100	78	Green	30	78 x .30 = 23.
Budget	6 x 2 points (12)	3 x 4 points (12)	22	x/24 = x/100	92			
Debt	2 x 2 points (4)	2 x 4 points (8)	12	x/12 = x/100	100			
Revenue Growth	4 x 2 points (8)	1 x 4 points (4)	10	x/12 = x/100	83			
Taxes	10 x 2 points (20)	2 x 4 points (8)	26	x/28 = x/100	93			
Utilities	5 x 2 points (10)		6	x/10 = x/100	60			
Financial Planning/Risk Management	1 x 2 points (2)		2	x/2 = x/100	100			
Financial Reporting		1 x 4 points (4)	4	x/4 = x/100	100			
Service Delivery	2 x 50 points (100)		0	x/100	0	Red	10	0 x .10 = 0
Regional Cooperation	5 x 20 points (100)		100	x/100	100	Green	10	100 x .10 = 10
Intermunicipal Arrangements	3 x 20 points (60)		60	x/60 = x/100	100			
Planning	2 x 20 points (40)		40	x/40 = x/100	100			
Infrastructure	4 x 12 points (48)	2 x 24 points (48)	12	x/96 = x/100	13	Red	10	13 x .10 = 1.3
Community Well-being	14 x 6 points (78)	1 x 12 points (12)	48	x/90 = x/100	53	Yellow	10	53 x .10 = 5.3

Demographics	3 x 6 points (18)	1 x 12 points (12)	0	x/30 = x/100	0			
Economic Vitality	5 x 6 points (30)	1-27	24	x/30 = x/100	67			
Community Vitality	5 x 6 points (30)		24	x/30 = x/100	80			
Risk Management	9 x 10 points		40	x/90 = x/100	44	Red	10	44 x .10 = 4.4
Risk Identification	2 x 10 points (20)		0	x/20 = x/100	0			
Risk Assessment/Planning	7 x 10 points (70)		40	x/70 = x/100	57			
								57 (Yellow)

Questionnaire/Scoring Worksheets:

1.	SUSTAIN	ABLE GOVERNANCE			
	Citizen	Engagement			
			Yes	No	Comments
0	1.1	Does your municipality have a formally adopted citizen-engagement plan?	Y	NM	
	1,2	Does your municipality have a process or plan to:		-	
0		 Engage citizens in the preparation of the budget? 	Y	NØ	
9-		ii. Communicate the budget to citizens?	Y	N	
6	1.3	Does your municipality publish an annual report, including more than financial information?	Y	NØ	
0	1.4	Does your municipality conduct a citizen satisfaction survey?	Y	NM	Date of last survey
	1.5	If yes to 1.4 does it address:			
	100	i. Citizen satisfaction with the scale municipal corporation?	Y	N□	
/.	1	ii. Citizen satisfaction with annual reports?	Y□	N□	
1	Local	Elections			
4	1.6	Is the community willing and interested in serving on council?	Y	N□	
4	1.7	Is the community willing to serve on municipal committees or boards?	YE	N□	
4	1.8	Over the course of the last three municipal general elections, has there been an increase in voter turnout?	YZ	N□	Turnout as proportion of community population: 2013 200 2010 300 2007 199

16		Has the municipality received sufficient nominations by nomination day to fill all available council positions in each of the last three general elections?	Υď	N□	
Mu	nicipa	al Councils			
1.	10	Does your municipality hold regularly scheduled council meetings? **	YE	N	
\$ 1.	11	Do all councillors normally attend? **	YE	N	
1.	12	Do councillors have a role in, or participate on, committees, boards, regional governance bodies, advisory groups, etc.?	ΥM	N	
1.	13	Has your council adopted a council procedural bylaw for council meetings? If yes:	Y	NE	
0/	at l	i. Is it current?	Y	N	
(1)	COCPL	ii. Does it meet council's needs?	Y	N□	
1.	.14	Does your council have a Policy and Procedures Manual (including, for example, council travel policy, media communications, responding to citizens, contact with Government, etc.)?	Y	NØ	The Town has politice by no as detailed as the examples provided
Tra	ining	Opportunities and Participation			
1.	15	Do your councillors regularly update their knowledge of municipal government through participation in municipal education, training or development?	YI	N□	participale in advanced education.
4 1.	16	Does your council provide any professional development funding for councillors (e.g., training, travel to conferences, etc.)?	YE	N□	

	Strategic	and Long-Term Planning Ability			
84	1.17	Does your municipality have council- approved long-term and strategic plans (including for example a Municipal Sustainability Plan, an Integrated Community Sustainability Plan, or Council Strategic Plan?)	YE	ND	
	30 rec	i. If yes, so they include performance measures and benchmarks?	YE	N□	
	1.18	Are there formal avenues for active citizen involvement in:			
0		i. Strategic planning in the community?	Y	NØ	
0		ii. Long-term planning in the community?	YD	NE	
	1.19	Does your municipality have an up to date:			
0		i. Business plan,	Υ□	NØ	Last year updated
0		ii. Multi-year budget;	Y	NØ	Lost year updated
0		iii. Land use/zoning (municipal) plan that is less than 10 years old;	Υ□	NE	Last year updated
84		iv. Municipal Development Plan that is less than 10 years old;	YØ	N□	Last year updated 2016
* 4)		v. Capital plan for the next five or more years; and an	Y	N□	Last year updated 2016
12 12		vi. Economic development plan.	YD	NO	Last year updated
	OPERATI	ONAL AND ADMINISTRATIVE CAPACITY		11/	#31/67/18 = 59/10D
-		Resources			1
12	2.1	Does your municipality have Human Resources Policies and Practices in place?	YI	N□	Last year updated 2016 - Congress
		i. Are they cuprent?	YE	N	
	not son	Do they neet the municipality's needs?	YE	N□	

	2.2	Is the municipality able to attract and retain knowledgeable administrative and operational staff with sufficient training and credentials to meet the requirements set out in their respective job descriptions?	YO	NO	Inpuges
2	Training	and Development Opportunities			
	2.3	Does your municipality support staff supplementing their education with relevant post-secondary training and/or attendance at relevant conferences?	YE	N□	
	2.4	Does the municipality formally set aside funds to ensure that staff receives the training necessary to support any required accreditation?	YE	N□	
/	2.5	Does your municipality provide developmental support to staff (e.g., performance reviews, coaching, mentoring or on the job training)?	YE	N	
36	Techno	logy Resources			
	2.6	Does your municipality have high-speed Internet access?	Y	N	7
	2.7	Does your municipality have Information Technology (IT) support in place?	YE	ND	
)	2.8	Does your municipality have an information technology (IT) plan?	Υ□	NE	
		i. Is it current?	Y□	NI	Last year updated
1	Mora	ii. Does it meet the municipality's needs?	Υ□	NI	
12				60/	A6562100
3.	FINANCI	AL STABILITY		1	
	Budget				
	3.1	Is municipal spending generally within +, 5% of the approved operating budget	/- Y 🗹	NI	

	3.2		YE	N	
2		updates to council on the municipality's finances and budget performance in a timely manner in advance of council meetings?			
2	3.3	Does your municipality have a process to formally link the municipal budget to the municipal business plan?	YE	N□	
2	3.4	With respect to your most recent annual financial statements, what percentage of annual municipal expenditures is spent on general government (i.e., council and administration)?	2	3_%	Planty 20-200 Souther throughton
0	3.5	With respect to your most recent annual financial statements, what percentage of annual municipal expenditures is spent on servicing municipal debt (principal and interest)?	?		4,3920 Saved from Age 2.61% Afforts
2	3.6	Does the council monitor the municipality's actual vs. budgeted municipal revenues and expenditures on a minimum of a quarterly basis?	ΥØ	N□	
4	3.7	Has your municipality reported an accumulated deficit, net of equity in tangible capital assets, for the past three fiscal (calendar) years? *	Y	NØ	
4	3.8	Does your municipality have less than a 1:1 ratio of current assets to current liabilities?	Υ□	NI	6.1
4	3.9	Has your municipality received a "qualified audit opinion", "denial of opinion" or an "adverse opinion" with respect to your most recent annual financial statements? *	Y	NE	
/2	2	A CONTRACTOR OF THE PARTY OF TH			

	Debt				
	3.10	Is your municipality operating within the regulated debt limits? **	YE	NI	Note: debt limit is 1.5 x total revenue shown in mast recent audited financial statement. Debt service limit is 0.25 x the same figure.
d					Note: Debt limit calculations for Regional Service Commissions: - for public utility services - 2 times revenue - for non-public utility services - 5 times revenue
9					Note: Service on debt limit calculations for Regional Service Commissions: - for public utility services35 times revenue - for non-public utility services1 times
					revenue
2	3.11	Does your municipality have outstanding short-term debt (e.g., lines of credit, overdraft) at the end of the year?	Y	NØ	
2	3.12	Does your municipality experience cash flow issues that require you to access short-term loans on a regular basis throughout the year?	Υ□	NE	
4/	3.13	Has your municipality reached 80% of its debt or debt service limit? *	Υ□	NI	
/ \	Reveni	ue Growth			
2	3.14	Have your municipality's property tax revenues grown by close to the rate of the Consumer Price Index (CPI) over the past five years?	YE	Ν□	
		[Information on the Alberta CPI is available on the Statistics Canada website at http://www40.statcan.ca/l01/cst01/econ09j- ena.htm]			
0	3.15	Does your municipality derive any revenue from investments?	Υ□	NI	
	not	i. If yes, have your municipality's revenues from investments grown by close to the rate of the Consumer Price Index over the past five years?	Y	N	
2	3.16	Does your municipal revenue growth reflect growth in the community?	YIZ	N	Note: this can be calculated by looking at growth of municipal tevenue as a ratio of tax assessment base

2	3.17	Does your municipality take appropriate advantage of grant funding by considering the benefits of the increased revenue, while also considering the consequences of obtaining the grant (e.g., requirements to meet funding conditions, pay costs for future maintenance of new capital infrastructure, etc.)?	νei	NI	
4/1	3.18	Based on the annual audited financial statements, have provincial and federal grants accounted for more than 50% of your municipality's total revenue in each of the past three fiscal (calendar) years?	YO	N	Ratio: 2015 %
	Taxes (rates, adequacy and comparability with neig	(hbours)		
	3.19	Has your municipality's equalized assessment base grown over the last ten years?	YI	N□	Assessment base: 2015 BB DB T BB BB 2005 BB DB BB
1		[Equalized assessment information is available on the Municipal Affairs website at http://www.municipalaffairs.gov.ab.ca/mc_property_assessment_and_taxation_reports.cf_m.]			
4	416	Has your municipality's non-residential assessment base declined over the past 10 years?* confident in interpreting all reports and not available through assessment that I have for successive and see attached.	Υ□	ND	Non-residential assessment base. 2015
	(3.21	Are your municipality's taxes competitive			
2		with: 1. other municipalities within your region; and 201/ Gudien Muntax park Sedand 10091	Υď	N□	Note: raw tax rates do not determine competitiveness. Competitiveness needs to be calculated using an average local housing price or taxes per \$100k assessment.
-	0	ii. other comparable multicipalities? [Information on municipal tox rates is available on the Municipal Affairs website at http://www.municipalaffairs.gov.ob.ro/mc.municipal profiles.cfm by selecting the "Property Tax Rates" profile type]	Y	N 🗆	A "basket" of ten comparable Albertu communities TBD. Note: raw tax rates do not determine competitiveness Competitiveness needs to be colculated using an average local housing mice or taxes per \$100K assessment.
		Tan big 2015.00899		tox a	Her (soft) "tax brown"

	3.22	Are tax payments generally kept up to date for:			
7		i. residential taxation;	YO	N	Arrears as % of total tax revenue 2015 4 677. 2014 3 5 777.
-	# CON	u forward figures			2013 3.727
2		ii. business taxation?	YE	N□	Arrears as % of total tax revenue 2015 2 3 7 - 2014 2 1 7 - 2013 1 7 7 -
		Do you have a collection process for			AVAN SELLE O SE
	3.23	outstanding tax accounts for:			
2		i. residential taxation;	Y	N	
2		ii. business taxation?	Y	N	
2	3.24	Are the major industries that provide tax base and employment stable or growing?	YD	N□	
2	3.25	Does the largest single ratepayer account for more than 20% of total municipal property tax revenues?	Y	NI	
		i. If yes, how stable is this source of revenue?	Υ□	N□	
	Mar De	Unstable Stable Very stable Unknown			
ч	3.26	Does your municipality have more than 5% of current property tax unpaid for the most recent completed fiscal year? *	Υ□	NE	
2	3.27	Has the overall percentage of tax arrears increased in the past five years?	Y	NE	
1	26				

3.28	Are your municipality's municipal utility rates competitive with:			
	i. other municipalities within your region; and	Y□	N□	Calculate a total water, sewer, or garbage rate for each of the Flag region communities, generate ar average, and compare each com to the average
	see spreadsheet			Higher Average Lower
	ii. other comparable municipalities?	Y□	N	A "basket" of ten comparable A communities TBD Higher
	took brings as			Average
3.29	Has your municipality adopted full cost accounting for utilities?	Y	NI	
3.30	Do your utility rates generate sufficient revenue to cover the cost of operating and sustaining the municipal utility system?	YE	Ν□	
not	i. If no, has your municipality adopted a transition plan to ensure utility rates generate syfficient revenue to cover the cost of operating and sustaining the municipal utility system?	Y	N□	
3.31	Are utility payments collected from users on a regular basis?	YE	N□	
not Sul P	i. If no, do you have a collection process for outstanding utility accounts?	YD	NO	
Financi	al Planning and Risk Management			
3.32	Does your municipality make use of financial reserves to support long-term capital needs and/or risk mitigation?	YE	N□	

	al Reporting			
3.33	Has your municipality missed the legislated May 1 reporting date for the annual audited financial statements in each of the last 2 years?	YO	NE	
14			700	72/92 = 78/100
SERVICE	DELIVERY			7,00
4.1	Has your municipality established standards for the services that are delivered?	Υ□	NØ	
4.2	Does your municipality have a formal process to review and evaluate compliance with those standards?	Υ□	N	
الما	i. Is it current?	Y	N	
SIDIE	ii. Does it meet the municipality's needs?	Y□	N□	Total (
a comment	AL CO-OPERATION	rrangem	ents	
a comment	al Commissions and other Intermunicipal Air Does your municipality have the ability to share services with one or more adjacent communities (considering geography and	rrangem Y 🗹	nents N □	
Region	Does your municipality have the ability to share services with one or more adjacent communities (considering geography and other factors you feel are relevant)? Does your municipality have intermunicipal agreements (e.g., recreation, building inspection duties, waste disposal, snow clearing/road maintenance, utility infrastructure, economic development officer and/or a			Note: a list of Intermunicipal agreemen in Flagstaff region has already been compiled.
Region 5.1	Does your municipality have the ability to share services with one or more adjacent communities (considering geography and other factors you feel are relevant)? Does your municipality have intermunicipal agreements (e.g., recreation, building inspection duties, waste disposal, snow clearing/road maintenance, utility infrastructure,	YE	N□	in Flagstaff region has already been

1				
1	Planning			
26	5.4	Is there an intermunicipal development plan in place in the municipality?	V E	NE
20	5,5	Does your municipality have formal arrangements for professional planning expertise when required (e.g., municipal employees and/or contractors)?	V E	NO TALL (IND
6.1	NFRASTR	LUCTURE		10161 (100
D12	6.1	Is your municipality compliant with reporting requirements related to tangible capital assets (TCA)? **	Y	N D
0	6.2	Has your municipality implemented an infrastructure management system?	Y□	NO In progress
0	6.3	Has your municipality completed an inventory of all municipal infrastructures?	YO	NE
0	6.4	Has your municipality completed an assessment of the condition of all municipal infrastructures?	Y	NU
0	6.5	Has your municipality adopted a plan for maintaining municipal infrastructure?	Y□	N₫
0	Sarri	i. If yes, is the plan fully funded?	Y	NO
0	6.6	Is the remaining value of TCA less than 30% of the original cost? *	Y	NO INC.
-97				Total 12/96=13/100
7.0	Demogr	NITY WELL-BEING raphics		
15	7.1	Has your municipality experienced a decline in population over the last 20 years?	No.	Population 2011 (last available federal census unless a more recent municipal census is available)
		[Population information is available on the Municipal Affairs website at http://www.municipalaffairs.gov.ab.co/mc municipal profiles.c(m by selecting the "Statistics" profile type]		1996 = 8.74
0	7.2	Over the past five years, has the municipality's population increased?	Y	NE

1	What is the approximate are			
7.3	of the residents of your municipality? 0-19 years			Brun /B ang < 55
	20-54 years 45 %			AG.
	20-54 years%			
	55+ years		C	0-19 233
	including age composition, is available		2	6-54 52.1
	on the Statistics Canada website at http://www12.statcan.ca/census- recensement/2011/dp- pd/prof/index.cfm?Lang=E[5	ist 225
7.4	In the last five years (or the most recent five-year federal census cycle) has the number of children and youth under 19 increased within your municipality?	Y	叉	
Econom	nic Vitality			
7.5	Are young people able to find work in the area?	V 🗹	N□	
7.6	Is unemployment an issue in your community?	Υ□	NØ	Unemployment rate Provincial unemployment rate
				Note: unemployment rate is not a greated indicator of economic vitality in rural areas given workforce does not tend to stay in the region if work is not available (leaving a picture of unemployment artificially law)
7.7	Has the number of new development permits been stable or growing over the	YI	N□	Total development permit value
	past five years?			2014 1, 793 733 2013 354 5013 64 2012 1, RED 6 2 3 65 2011 1, 097 300 16
7.8	Has the number of new business licences been stable or growing over the past five		N□	Total business licenses issued
	years?		10	2014
told	s at at starrs			2013
7.9	Is there a range of businesses operating in your municipality (i.e., variety in size and		N	2011

1 0	7.10	Does your municipality expect that these businesses will provide stable employment in the community the long term?	Y	NE	
6	Commu	unity Vitality			
6	7.11	Is there a strong sense of pride in the community?	YE	ND	
6	7.12	Does your council actively lead or support activities to foster community pride and celebrate community?	YE	N□	In progress
6	7.13	Are there public facilities in the community for recreation, community meetings and social gatherings?	Y	N□	
		i. If yes, who owns and operates these facilities?			
		Town and volunteer boards			
		oparale some			
0	6.4	ii. Are these facilities (financially) self-	Υ□	NE	
	SUD/1	sustaining?			
6	7.14	Are strong local volunteer organizations	YI	N□	
/2	4	active within the municipality?	Fal 4	8/90	= 53/100
8.	RISK MAN	NAGEMENT		1	9/
		entification/ Management of Risks			
.0	8.1	Has the municipality conducted a Corporate Risk Assessment?	Y	NB	
0	8.2	If yes, does the municipality have a Corporate Risk Mitigation Plan?	Y	N□	
	Risk Ass	sessment/Planning			
10	8.3	Is funding set aside for unexpected emergencies?	YU	N□	
0	8.4	Does your municipality have a municipal service/corporation continuity plan in place?	٧ロ	NI	

8.5	Are appropriate emergency management plans in place?	Y	N□	
8.6	Are plans or strategies in place to manage the loss of critical community resources such as labour or loss of major industries?	Y	N D	
8.7	Does the municipality have plans in place to address environmental risks (e.g., reclamation plan)?	Y	ND	
8.8	Does your municipal fire department and/or service provider provide the level of emergency service as determined by your council, and meet any applicable provincial standards?	Y	N□	In progress
8.9	Does your municipality ensure that provincial safety standards (e.g., Safety Codes requirements, Occupational Health and Safety, etc.) are adhered to?	YI	N□	

Total Scorecard Score - 57

Town of Sedgewick

Sustainability Assessment Scorecard

Sedgewick Financial Stab Service Do

Sedgewick scores highest on Regional Cooperation (tied for highest in region), and Financial Stability (middle of the pack in the region). Sustainability challenge areas are Service Delivery - where standards need to be established, Infrastructure (second lowest score in the region), and Risk Management. Overall score is 5th highest of 8 completed region-community scorecards.



0-50 51-74





Flagstaff Region

Sustainability Assessment Scorecard

TOWN WAYS

58

Flagstaff Region communities on average score high on Regional Cooperation, and have reasonably sustainable Finances and Operational and Administrative Capacity. Today, Flagstaff Region communities look OK based on sustainability indicators, but perhaps signs of the future are being seen in key sustainability challenges that lie in Service Delivery - where standards need to be established, Infrastructure, and Risk Management.

0-50 51-74 75+

Most communities are recording stagnant or declining population - which opens a window to significant sustainability challenges in areas including affordable and efficient Infrastructure repair and recapitalization, and in economic and community vitality that constitute Community Well-Being. Any lag in ability to provide more or better services in future may compromise ability to attract labour and investment, which have potential to generate a downward cycle.



Important Consensus Reached in Regional Governance Project

October 12, 2016 - For immediate release

An agreement to continue exploring closer relationships and further collaboration between member communities of the Flagstaff Intermunicipal Partnership (FIP) was reached during a significant committee meeting in late September.

"All the research and information we have to-date clearly indicates we cannot settle with the status quo," said Bob Coutts, Deputy Mayor of Forestburg and FIP Chair. "We don't have a solution yet, but we know we must continue down this path and determine what will work best for everyone."

On Thursday, September 29, project consultants presented FIP with early findings from nearly five months of extensive research and information gathering. The research and data show that even though FIP communities are generally viable today, population and economic trends and provincial government requirements for cooperation are challenges that must be addressed.

"We need to act now and work together in order to give all our communities the best chance of long-term success," said Bud James, Mayor of Killam. "This isn't about protecting territory – it's about building stronger communities for the next generation."

A detailed report on research findings – a critical first step required before talking about potential solutions - will be released to the public in the coming weeks. The report will include information on the project's next steps and questions for the public to provide feedback. This will be the first stage in a broad public engagement and consultation phase of the project.

"It is extremely important that the public have a say in the future of our communities," added Coutts.

The Flagstaff Regional Governance Initiative is exploring new ideas and ways for collaboration between FIP communities. Using input from citizens and community leaders, its goal is to develop a new vision for the region to help it become more successful over the long-term. It is expected to be completed in December, 2017.

The Flagstaff Intermunicipal Partnership is a committee made up of representatives from all municipalities within the Flagstaff Region: Towns of Daysland, Hardisty, Killam and Sedgewick, the Villages of Alliance, Forestburg, Heisler and Lougheed and Flagstaff County. More information on the FIP Regional Governance Project can be found at www.flagstaffunited.ca

For more information, contact: Bob Coutts

Chair, Flagstaff Intermunicipal Partnership

Email: couttshardware@persona.ca Phone: 780-679-4721

LED Conversion Option

Town of Sedgewick

October, 2016
Rick Burden







LED Conversion Overview

Scope

- Fortis owned cobra head streetlights
- Various streetlights not included

Proposal

- Maintenance Multiplier
- Proposal letter to AUC

Timeline

- AUC Approval
- 2017/18









Environmental Impacts

- Sedgewick will save approx. 58,300 kWh/year
 Equivalent to:
 - Taking 8 cars off the road
 - Operating 7 homes
 - Planting 1,700 trees per year
- HPS recycled components
- Dark Sky Friendly up light rating is 0







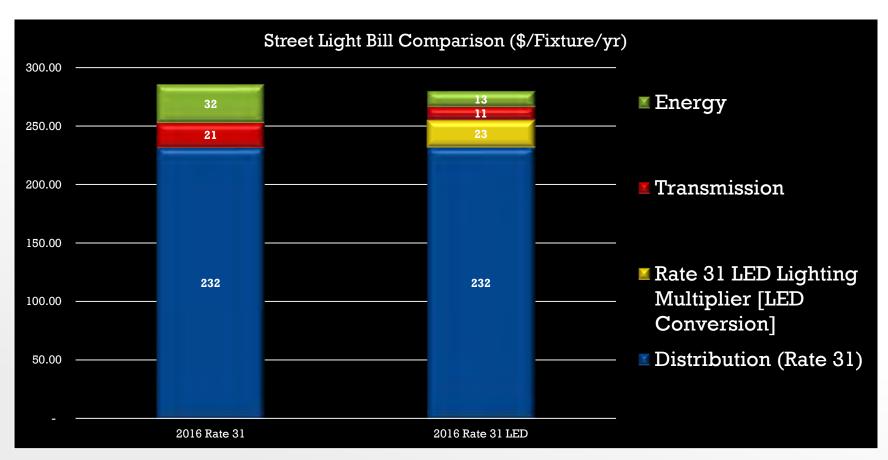
Billing Solution - Multiplier

- Maintenance Multiplier Adjustment to Streetlight Rate (Rate 31)
 - No Upfront Costs
 - Immediate Conversion
 - Simple Billing Implementation
- Multiplier calculation:
 - conversion costs maintenance savings = 10%





Streetlight Bill Impacts



^{*}Depicts average streetlight bill in FortisAlberta's service area without rate riders

^{**}Energy rate used = 4.95 cents





Annual Streetlight Bill Comparison

Bill Comparison	Annual 2016 Rate 31	Annual 2016 Rate 31 LED	Annual Difference
Distribution (Rate 31)	\$231.96	\$231.96	-
Rate 31 LED Lighting Multiplier [LED Conversion]		\$23.32	\$23.32
Transmission	\$21.17	\$11.23	(\$9.94)
Energy	\$32.43	\$13.34	(\$19.09)
Total Bundled Bill not including riders	\$285.55	\$279.85	(\$5.71)

^{*}Depicts average streetlight bill in FortisAlberta's service area without rate riders

^{**}Energy rate used = 4.95 cents





Installation/Maintenance

- Public Relations
 - Radio and print advertising
- Local installers/Safety procedures
- Maintenance







QUESTIONS

Next Step = Acknowledgement Letter





Council Action Items

26-May-16

	For	Item	Action Taken	Completed
3		Develop Education Policy for EO.	In progress.	

Council Action Items

18-Aug-16

	For	Item	Action Taken	Completed
4	Amanda	Update signing authorities at all banks.	Minutes delivered to VCU and ATB	19-Sep-16
10	Amanda	Prepare a letter to SGC re: north entrance proposal upon electrical confiramation.		
12	Amanda	Investigate bylaw enforcement officer options.		

Council Action Items

15-Sep-16

	For Automatical Complete				
	For	Item	Action Taken	Completed	
1	Amanda	Amend agenda in binder.	Completed	19-Sep-16	
2	Amanda	Amenda special minute header in binder.	Completed	19-Sep-16	
3	Amanda	Provide YTD cost analysis for trail project at next meeting.	Completed	16-Oct-16	
4	Amanda	Xmas sharing program is looking of a facility. Include in newsletter.	Completed	30-Sep-16	
5	Amanda	Amend committee reports "GAS" "GAD"	Completed	19-Sep-16	
6	Amanda	Include CRO on upcoming agenda.	Completed	16-Oct-16	
7	Amanda	Obtain quotes for the demolition of tax recovery property.	In-progress		
8	Amanda	Facebook poll for naming of seniors complex.	Completed	19-Sep-16	
9	Amanda	Letter to ICGC and FC re: approval for development process.	Letter complete and issued to ICGC and FC.	19-Sep-16	
10	Amanda	Advertise council meeting date change. Oct. 11 at 6PM.	Meeting changed.	16-Oct-16	
11	Amanda	Execute 911 agreement and send accordingly.	Completed and returned.	13-Oct-16	

Request for Decision (RFD)

Topic: Community Resource Officer (CRO) Project

Initiated by: Council M#2016.07.165

Prepared by: Amanda Davis

Attachments: 1. Letter dated July 4th, 2016 from Flagstaff County

2. Memorandum of Understanding

3. Letter dated July 19th, 2016 from Town of Sedgewick

Recommendations:

That this CRO Project be deferred to December 31st, 2016 to ensure levels of service and financial indicators may be addressed and confirmed by council.

Background:

At the July 14th, 2016 regular council meeting the following motion was made regarding Flagstaff County's letter seeking financial contribution for the CRO Project:

2016.07.165

"MOTION by Mayor P. Robinson directing administration to respond to Flagstaff County's request that Sedgewick is in support of the CRO Project and that we require further clarification on what the financial partnership would involve and the scope of municipal involvement.

CARRIED."

At the September 15th, 2016 regular council meeting the following motion was made regarding the CRO Project:

2016.09.203

"MOTION by Clr. G. Imlah that the CRO MOU be included on the October council agenda for further consideration.

CARRIED."

Current:

No response has been received from Flagstaff County regarding Sedgewick's letter dated July 19th, 2016.

Financial limitations:

Council must be aware that no funds were allocated in the 2016 budget for the CRO Project. Council approved nearly \$70,000 worth of expenditures for 2016 and only permitted a 2.00% budgetary increase. A 2.00% budget increase represented **\$16,464.00**; there is absolutely nowhere to draw resources from different departments in 2017. Significant cuts were made from the 2016 operating budget to support council's approvals.

The only way to offset such costs is through an increase in taxation. Any financial approvals should be made with <u>extreme</u> care especially during the economic downturn.

October 25th, 2016 Regular Council Meeting

OB₁

Council should have a thorough discussion regarding the level of taxation they are willing to levy in 2017 to allow administration to prepare a realistic budget also keeping in mind that the carbon tax will greatly impact the Town.



July 4th, 2016

Town of Sedgewick Box 129 Sedgewick, AB T0B 4C0

Dear Amanda:

Re: Community Resource Officer Project

Please be advised that at the June 22nd, 2016 Flagstaff County Council meeting, Council approved to enter into a Memorandum of Understanding with the RCMP "K" Division for a Community Resource Officer, which outlines the duties and responsibilities of the RCMP Member employed for the Enhanced Police Officer Position from 2016 to 2019.

In December 2015 we contacted previous financial partners and sought their input to assist us in determining the duties and responsibilities of the RCMP Member employed under the Enhanced Police Officer position.

We are also aware that many communities within the Flagstaff Region understand the importance of this position and have expressed interest in helping fund this project.

Enclosed is a copy of the approved Memorandum of Understanding with the RCMP "K" Division. Please review and let us know as to whether or not you wish to partner financially with Flagstaff County for this position.

If you have any questions or concerns, please advise.

Yours Kruly,

Brefit Moyland, Assistant Chief Administrative Officer

Enclosure

/qb

JUL - 6 2016

Memorandum of Understanding

THIS ARRANGEMENT, made in duplicate as of the 20th day of January 2016

BETWEEN

THE ROYAL CANADIAN MOUNTED POLICE (Hereinafter referred to as the "RCMP")

AND

FLAGSTAFF COUNTY as represented by the Reeve (Hereinafter referred to as the "County")

Collectively referred to as the "Participants".

BACKGROUND:

WHEREAS the County wishes to provide an enhanced level of provincial policing service and the Province of Alberta, Minister of Justice and Solicitor General has entered into such an Agreement with the County pursuant to Section 22(1) of the *Police Act* R.S.A. 2000, c.P-17; and,

WHEREAS the County shall enter into a Memorandum of Understanding (MOU) with the RCMP "K" Division to determine the duties and responsibilities of the RCMP Member employed by the said Agreement; and,

WHEREAS it is acknowledged and agreed that, notwithstanding anything contained herein, the MOU does not create any enforceable legal or equitable rights or any obligations, but merely serves to document the parameters and understanding in principle which have been reached and in respect to the duties and responsibilities of the RCMP Member providing services under this said Agreement.

NOW THEREFORE THE PARTICIPANTS INTEND AS FOLLOWS:

1.0 DEFINITIONS:

- 1.1 In this Memorandum of Understanding (MOU) the following terms, in singular or plural form according to the context, are defined as follows:
 - i. "RCMP" means the Royal Canadian Mounted Police;
 - ii. "MOU" means Memorandum of Understanding;
 - iii. "Agreement" means Memorandum of Understanding:
 - iv. "Arrangement" means Memorandum of Understanding;
 - v. "EAD" means Eastern Alberta District of the RCMP;
 - vi. "Detachment Commander" means Non-Commissioned Officer in Charge;
 - vii. "OIC" means Officer in Charge;
 - viii. "Member" means police officer employed by the RCMP and assigned to the enhanced position; and,
 - ix. "RCMP Detachment" means the Killam/Forestburg RCMP detachment.

2.0 PURPOSE AND SCOPE:

- 2.1 This Agreement shall commence on April 1, 2016 and expire on March 31, 2019 and will provide the terms of reference for the RCMP Member, RCMP Detachment, and the County in relation to the Option 1 Enhanced Policing Agreement between the County and the Minister of Justice, Solicitor General of Alberta dated 20th day of January, 2016.
- 2.2 This MOU sets out the general duties and responsibilities of the RCMP Member providing services to the County.
- 2.3 This MOU does not form a contractually binding Agreement and the Participants acknowledge their mutual intention to resolve all matters arising from this MOU in a fair and amicable way.

3.0 DUTIES AND RESPONSIBILITIES OF THE RCMP MEMBER:

- 3.1 The role of the RCMP Member under this MOU will be to provide an enhanced level of policing, focused on the prevention of crime, pursuant to the duties and responsibilities under the Provincial Police Service Agreement between the Government of Canada and the Government of the Province of Alberta. The RCMP Member shall not be required to perform any duties or provide any services which are not appropriate to the effective and efficient delivery of police services in the Province.
- 3.2 The primary function of the RCMP Member under this MOU will be to provide selective enforcement duties and responsibilities, including, but not limited to:
 - Perform the duties and responsibilities of a Community and School Resource Officer:
- Attend meetings with local council as required to report on programs and issues and the steps being taken on those programs and issues;
- Delivering education and training to schools within the Detachment boundaries relating to the Drug Abuse Resistance Education (D.A.R.E.);
 - Bring awareness to the community with respect to:
- Bullying
- Vandalism
- Young Offenders Act:
- As well as building relationships with the youth, providing support to schools regarding out-of-school incidents, and promoting open communications between the RCMP and participating schools.
- 3.3 Additionally, the RCMP Member may participate and offer other public safety programs which may include:
- General duty policing services in accordance with the Provincial Police Service Agreement.
 - Traffic Enforcement, under the Traffic Safety Act of Alberta.
- Enforcement of the Environmental Protection and Enhancement Act of Alberta (Illegal Dumping, etc.).
 - Enforcement of the Gaming and Liquor Act of Alberta.

3.4 The role of the RCMP Member assigned to the County will be to provide an enhanced level of policing. The RCMP Member will not provide assistance or service in regulatory control or licenses of by-laws (for example: by laws relating to animals and building inspections).

4.0 OBLIGATIONS OF THE RCMP:

- 4.1 The RCMP Member position will be maintained as a permanent posting in the County; however, the RCMP will not be held liable for any vacancy should such occur.
- 4.2 The Detachment Commander will have sole responsibility for determining the appropriate operational and administrative use of the enhanced policing RCMP Member providing services to the County.
- 4.3 The RCMP Member will assist other RCMP detachment / unit locations during emergencies with the understanding that the RCMP will return services to the County in an amount equal to the time utilized by other detachment / unit locations.
- 4.4 The RCMP Member is an employee of the RCMP and as such, the RCMP has exclusive responsibility for investigating public / internal complaints involving the RCMP Member and for administering any discipline against the RCMP Member in accordance with the RCMP Act and applicable RCMP Policies / Directives.
- 4.5 The Detachment Commander will continue to provide the County's Chief Administrator with the Mayor's Report and the Flagstaff County Person Hour Tracking Report.

5.0 OBLIGATIONS OF FLAGSTAFF COUNTY:

- 5.1 The County intends to participate in ongoing communication with the Detachment Commander with regards to feedback and priorities concerning the enhanced policing position.
- 5.2 To ensure that all articles contained within the Option 1 Enhanced Policing Agreement between the County and the Minister of Justice, Solicitor General of Alberta dated 20th day of January, 2016 are upheld and kept current / in good standing.

6.0 JOINT OBLIGATIONS OF BOTH PARTICIPANTS:

- 6.1 The County may provide input on the staffing selection process to fill the enhanced RCMP Member position. The RCMP will have exclusive authority to determine the appropriate and successful candidate for the position.
- 6.2 The RCMP agrees to provide the RCMP Member providing services under this MOU with a suitable work station in the Killam/Forestburg RCMP Detachment. Should it be agreed upon that an alternative work site to the RCMP Detachment is required, the County agrees to provide such alternate work site at no cost to the RCMP. Further the County agrees to ensure that any such alternative work site selected meets all RCMP security standards and protocols and any cost associated with the County meeting such security standards and protocol will not be transferred to the RCMP and financially assumed exclusively by the County.
- 6.3 The RCMP will be responsible for providing basic equipment and training for the enhanced policing RCMP Member in order that he or she may perform those services directly related to enforcement of all Federal and Provincial Statues and the Criminal Code of Canada. The County will provide for any specialized training or equipment needs which may be required by the RCMP Member to perform services directly related to the County by-laws pertinent to public safety, traffic law enforcement and protection of County and public infrastructures.
- 6.4 As required by either the County or the RCMP, any unresolved issues between the County and the RCMP shall be referred to the representatives for resolution pursuant to Article 10.0.

7.0 FINANCIAL ARRANGEMENTS:

7.1 The County shall be charged as per Sections 5 to 8 inclusive, as outlined in the Enhanced Policing Agreement between the Province of Alberta and the County made the 20th day of January, 2016.

8.0 TERM:

8.1 Notwithstanding the date on which this MOU is signed by each of the Participants, this MOU shall come into effect on the 1st day of April 2016 and will expire on 31st day of March 2019. This agreement may be renewed or extended upon such terms as may be mutually agreed to at that time.

9.0 DEPARTMENTAL REPRESENTATIVES:

9.1 The following officials are designated as the departmental representatives for purposes of this Arrangement and any notices required under this Arrangement will be delivered as follows:

For the RCMP:

Detachment Commander: Killam/Forestburg Detachment 4915 49th Avenue Killam, Alberta T0B 2L0 Phone: 780-385-3509

For Flagstaff County:

Chief Administrative Officer Flagstaff County PO Box 358 Sedgewick AB TOB 4CO Phone: 780-384-4101

10.0 DISPUTE RESOLUTION:

10.1 In the event of a dispute arising from the interpretation or operation of this Arrangement, it will be referred to the Participants' representatives set out in Article 9.0, above, who will use their best efforts to resolve the matter amicably. If such negotiation fails, the Participants intend to refer the matter to the below noted senior parties for resolution:

For the RCMP:
District Commander
Eastern Alberta District
4806-55 Street
St Paul, Alberta T0A 3A1

For Flagstaff County

Reeve Flagstaff County PO Box 358 Sedgewick AB TOB 4CO

11.0 LIABILITY:

11.1 Each Participant will be responsible for any damages caused by the conduct of its employees or agents in carrying out the terms of this Arrangement.

12.0 MONITORING:

- 12.1 The Participants will meet on an annual basis to review and assess the operation and effectiveness of this Arrangement or as requested to discuss matters of mutual interest.
- 12.2 The Detachment Commander or designate will meet with the County Reeve and Council, or designate, at least once every quarter to discuss matters of mutual interest or concern.
- 12.3 The District Commander for EAD may meet with the County Reeve and Council, or designate, on a yearly basis, or as requested to discuss matters of mutual interest concerning this MOU.

13.0 TERMINATION:

- 13.1 This Arrangement may be terminated by either Participant at any time, without cause, upon one calendar year's written notice (365 days) to the other.
- 13.2 Termination does not release a Participant from any obligations which accrued while the Arrangement was in force.

14.0 AMENDMENT TO THE ARRANGEMENT:

- 14.1 Amendment to this Arrangement may be negotiated by either Participant and may only be amended by the written consent of all the Participants.
- 14.2 This Arrangement shall not be varied by an oral agreement or representation or otherwise than by an instrument in writing of concurrent or subsequent date hereto duly executed by the Participants.

Recommended by:	
	Dete
Sgt Judith Devoe Detachment Commander NCO i/c Killam/Forestburg Detachm	Date:
Signed by the authorized officers	of the Participants:
For Flagstaff County:	
Mr. Gerald Kuefler Reeve Flagstaff County	Date: <u>June 27, 2016</u> Reeve.
For the RCMP:	
M.C. (Marianne) Ryan, M.O.M. Deputy Commissioner Commanding Officer "K" Division	Date:



4818 - 47 Street P.O. Box 129 Sedgewick, AB T0B 4C0 Phone: (780) 384-3504 Fax: (780) 384-3545

Fax: (780) 384-3545 Website: www.sedgewick.ca



July 19th, 2016

Flagstaff County P.O. Box 358 Sedgewick, AB TOB 4C0

Dear Reeve Kuefler and Council;

Re: Community Resource Officer Project Response

Sedgewick Town Council reviewed a Memorandum of Understanding (MOU) and partnership letter pertaining to the Community Resource Officer (CRO) project during a recent council meeting.

The Town of Sedgewick has long supported the CRO program and was pleased to see a negotiated MOU between Flagstaff County and the Royal Canadian Mounted Police (RCMP) "K" Division.

Administration was directed to seek clarity on your expected level of municipal involvement from partnering communities both financially and administratively as well as inquire as to any further developments involving the CRO's role, reporting requirement and job descriptions.

Sedgewick Town Council would appreciate a response detailing the questions above to ensure they understand their potential role and financial capabilities.

Great job on securing this position and the Town looks forward to further negotiations.

Sincerely,

Amanda Davis,

Chief Administrative Officer

cc. Town Council

Request for Decision (RFD)

Topic: Parkland Regional Library (PRL) – 2017 Proposed Budget

Initiated by: PRL Board Prepared by: PRL

Attachments: 2017 Proposed Budget

Recommendations:

1. That council decline the 2017 Parkland Regional Library Budget as presented and request a zero percent increase.

OR

2. That council accepts the 2017 Parkland Regional Library budget as presented.

.....

Background:

The PRL board approved the attached budget and has recommended it to individual councils for approval.

This budget reflects a 2.00% overall increase and is charged a per capita.

2016 per capita allocation = \$7.88 (\$6,753.16)

2017 per capital request = \$8.04 (\$6,890.28)

Difference: \$137.12 increase

Financial limitations:

Council approved nearly \$70,000 worth of expenditures for 2016 and only permitted a 2.00% budgetary increase. A 2.00% budget increase represented **\$16,464.00**; there is absolutely nowhere to draw resources from different departments in 2017. Significant cuts were made from the 2016 operating budget to support council's approvals.

The only way to offset such costs is through an increase in taxation. Any financial approvals should be made with <u>extreme</u> care especially during the economic downturn.

Council should have a thorough discussion regarding the level of taxation they are willing to levy in 2017 to allow administration to prepare a realistic budget also keeping in mind that the carbon tax will greatly impact the Town.

Although the proposed increase in minimal every financial transaction and increase will affect the town's budget.

Additional thoughts:

October 25th, 2016 Regular Council Meeting

OB2

The economic downturn and carbon tax will affect every service that is either offered or provided. Such strains will be shown and decisions are going to get harder.



PROPOSED BUDGET 2017

Proposed 2017 Budget

PARKLAND REGIONAL LIBRARY

Present Budget

		2016		2017
	INCOME			
1	Provincial Grant	963,195		987,432
2	Membership Fees	1,637,910		1,689,091
3	Rural Library Services Grant	428,077		428,737
4	Interest income	40,000		35,000
5	FN Provincial Grant	0		101,250
	TOTAL INCOME	3,069,182		3,241,510
	LIBRARY MATERIALS			
1	Book Allotment PRL	271,260		237,404
2	Rural Library Services Grant	428,077		428,737
3	Cataloguing Tools	3,700		4,000
4	Large Print Books	13,000		13,000
_	Econtent Control of Allahami	20 500		02.000
5 6	eContent materials Allotment	38,500		92,000
7	eContent Platform fees, Subscriptions Periodicals	27,000 1,800		17,750 1,975
8	Audio Book Materials	5,500		5,500
9	Reference Materials	6,000		6,000
10	Programming Boxes	750		750
11	Library Computers	68,648		63,027
12	FN Provincial Grant expenses	00,010		20,000
•-		Ī		,
	TOTAL LIPPADY MATERIALS	204.005		600.440
	TOTAL LIBRARY MATERIALS	864,235		890,143
	COST OF SERVICES			
1	Audit	15,000		14,000
2	Bank expenses	500		1,500
3	Bank Investment Fees	4,500		4,500
4	Building-Repairs/Maintenance	28,000		28,000
5	Communications/Marketing/Advocacy	5,000		7,000
6	Computer Maint.Agree. Software licenses	149,560		145,000
7 8	Continuing Education	20,000 11,000		20,000 11,000
9	Dues/Fees/Memberships Freight	7,500		7,500
10	Insurance	15,500		15,500
11	Internet Connection Fees	20,160		23,500
12	Janitorial expense	27,500		29,000
13	Legal/Consulting/Advocacy	2,000		2,000
14	Outlets - Contribution to Operating	800		800
15	Photocopy	9,000	-	9,000
16	Postage	5,000		6,000
17	Postage Reimbursement	3,500		8,000
18	Promotion/Trade Shows/Publicity	6,500		6,500
19	Recruitment/Advertising	1,500		1,500
20	Salaries	1,392,944		1,498,321
21	Salaries - Employee Benefits	299,483		325,885
22	Supplies/Stationery/Processing/Recon	40,000		40,861
23	Telephone	13,000		13,000
24	Travel	13,000		15,000
25 26	Trustee expense Utilities	21,000		25,000
26 27	Vehicle expense	37,000 41,000		37,000 41,000
28	Workshop/Training expense	41,000 15,000		15,000
	,	/555		,
	TOTAL COST OF SERVICES	2,204,947		2,351,367
	TOTAL Expenses (library materials & cost of service)	3,069,182		3,241,510
visits en en en en	Surplus/Deficit			0
	AMOUNT PER CAPITA REQUISITION	7.88	1516 1516	8.04
				2%

Notes for the Parkland Regional Library Budget 2017

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRL Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRL Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRL Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRL Board.
- 8.5 The PRL Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.
- 8.6 Not withstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.

Generally speaking, PRL budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level.

PRL's budget projections for 2017 use the information supplied by the Public Library Services Branch, Alberta Municipal Affairs. For 2017, we project that the provincial operating grant to regional systems will remain at \$4.70 per capita and \$5.55 per capita for the rural library service grant. We also assume that grant levels will be based on 2015 population statistics.

The budget for 2017 is a conservative budget with respect to operations. One of Parkland's major pressures has been to pay for the increasing demand for eContent.

Points within the budget to note include:

Under Income:

- For budgeting purposes, the provincial operating grant for regional systems is calculated using 2015 population statistics and \$4.70 per capita (line 1).
- First Nations (FN) Provincial Grant income is new (line 5). This grant is calculated at \$10.25 per capita and is based on a total reserve residence population of 9,878. This grant is supposed to be ongoing.

Under Library Materials:

- PRL Book Allotment (line 1) has been reduced by seventeen cents to \$1.13 per capita. Funds from Book Allotment are being reallocated to support eContent (line 5).
- Line 6, eContent Platform fees Subscriptions has been reduced since Parkland no longer participates in the TAL Core of databases. Instead additional funding has been allocated to line 5, to pay for eContent.
- Line 12, First Nations (FN) Provincial Grant expense is also new. This money is set aside to provide for services specific to First Nations communities in our area.

Under Cost of Service

• The lines for staff salaries and benefits have been increased in 2017. See lines 20 and 21. Line 20 supports a revised wage and salary grid with its incremental increases.

In section 1 of the Budget Supplement document that follows the budget notes, you will see there is one vehicle being purchased in 2017. In the same section, there are three transfers from the Technology reserve. These are: \$41,500 to pay for routine, planned PRL computer hardware purchases, another \$80,000 to pay for computers for member libraries and finally \$115,000 to pay for replacement SuperNet CED units for member libraries and HQs.

In section 3 of the Budget Supplement is the amount of \$63,027 that will be transferred into the Technology Reserve (matching line 11 in the Budget under Library Materials).

Section 5 of the Budget Supplement shows no transfers from operating to increase reserve levels. Given our current reserve levels, we have temporarily suspended budgeting for the Vehicle and Technology Reserves.

Section 6 of the Budget Supplement, shows the estimated amount needed to cover off the amortization expense for purchases made prior to Dec 31, 2008 before the Amortization Reserve was created.

Brief Notes - September 2016

INCOME

- 1. Estimate, based on announcement from the Public Library Services Branch (PLSB)
- 2. Estimated requisition to municipalities to balance budget
- 3. Estimate, based on the announcement from PLSB
- 4. Reduced to reflect the anticipated returns on investments
- 5. New grant from the PLSB to provide system services to First Nations reserve residents calculated at \$10.25 per capita.

LIBRARY MATERIALS

- 1. Reflects allotment rate of \$1.13 per capita for 2017
- 2. Grant estimate, based on information from the PLSB
- 3. Based on actual with a slight increase in 2017
- 4. Held at the 2016 amount
- 5. Line reflects materials allotment for the purchase of eContent
- 6. Line to pay for platform fees/subscriptions for eContent
- 7. Increased slightly in 2017
- 8. Held at the 2016 amount
- 9. Held at the 2016 amount
- 10. Held at the 2016 amount
- 11. Line decreased slightly based on current population
- 12. New line created to ensure funding is available for outreach activities and services to First Nations (FN) reserve residents.

COST OF SERVICES

- 1. The fee for 2017 is \$14,000
- 2. Increased to \$1,500 to cover the cost of cheques with an increase to allow staff to explore additional service options such as electronic banking services
- 3. Held at \$4,500
- 4. Held at \$28,000 based on four-year averages
- 5. Line used by Parkland staff to provide tools for marketing, advocacy and other initiatives for PRL and member library staff and boards increased to \$7,000
- 6. For software maintenance agreements and subscriptions line decreased due to some savings found, includes the maintenance fee for our website, the Microsoft Office suite of software for PRL and member library computers, PRL's management of wireless networks and other software for Parkland and member libraries
- 7. Held at \$20,000
- 8. Held at \$11,000 to cover PRL's cost to belong to member organizations
- 9. Held at \$7,500
- 10. Held at \$15,500 based on estimates
- 11. Based on a contract with Platinum increased to cover expended demand for additional internet bandwidth
- 12. Increased slightly to \$29,000 includes snow removal, yard maintenance, janitorial services and small repairs
- 13. Line used to pay for external consultants and cover legal fees held at 2016 level
- 14. Held at \$800
- 15. Held at 2016 level
- 16. Increased slightly \$6,000 based on four year averages
- 17. Increased by \$4,500 due to an increase in use of the ship-to-patron mail delivery service
- 18. Held at \$6,500
- 19. Held at \$1,500
- 20. Increased to reflect predicted staff salary costs based on current staff levels and a revised salary grid
- 21. Increased to reflect predicted staff benefits costs based on current staff levels
- 22. Based on a six-year review and using an average includes minor technology purchases, held at 2016 level of \$40,000 with a small addition to balance the budget
- 23. Held at 2016 level of \$13,000
- 24. Increased slightly to \$15,000
- 25. Increased to \$25,000 to support trustee activities
- 26. Based on five-year averages held at 2016 level
- 27. Based on anticipated maintenance costs for three vehicles and fuel with a cushion to account for fluctuations in fuel prices held at 2016 level of \$41,000
- 28. Held at 2016 level of \$15,000 used for projects for training library managers and staff, and library conference expenses

Complete Notes to the 2017 Budget

Proposed 2017 Budget PARKLAND REGIONAL LIBRARY

Present

Budget

INCOME

- 1 Provincial Grant
- 2 Membership Fees
- 3 Rural Library Services Grant
- 4 Interest Income
- **5** FN Provincial Grant

TOTAL	TRICORAE

2016	2017
963,195	987,432
1,637,910	1,689,091
428,077	428,737
40,000	35,000
0	101,250
3,069,182	3,241,510

Income – line details

1. Provincial Grant.

for budgeting purposes, the provincial operating grant rate for regional systems is based on information from the Public Library Services Branch (PLSB) that the grant for regional systems will be calculated using 2015 population statistics at \$4.70 per capita - this rate is subject to change annually.

2. Membership Fees.

\$8.04 per capita – requisition to municipalities to balance budget.

3. Rural Library Services Grant.

grant received from Alberta Municipal Affairs for service to rural residents, based on the membership in PRL of municipalities and municipal districts which do not appoint a library board – the grant passed directly to libraries, as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2015 population statistics at \$5.55 per capita – see line 2 under Library Materials.

4. Interest Income.

estimate based on the returns from the RBC Dominion investment program, the Servus Credit Union short-term

investments, and current bank account – reduced slightly to reflect the anticipated returns on investments.

5. FN Provincial Grant.

This is a new grant from the PLSB which is supposed to be ongoing. It is calculated at \$10.25 per capita based on First Nations (FN) reserve residents found within Parkland's regional borders. The grant is to provide system level services to FN reserve residents with some expectation that regional systems will engage in outreach activities to FN communities.

		2016	2017
	LIBRARY MATERIALS		
1	Book Allotment PRL	271,260	237,404
2	Rural Library Services Grant	428,077	428,737
3	Cataloguing Tools	3,700	4,000
4	Large Print Books	13,000	13,000
	Econtent		
5	eContent materials Allotment	38,500	92,000
6	eContent Platform fees, Subscriptions	27,000	17,750
7	Periodicals	1,800	1,975
8	Audio Book Materials	5,500	5,500
9	Reference Materials	6,000	6,000
10	Programming Boxes	750	750
11	Library Computers	68,648	63,027
12	FN Provincial Grant expenses	0	20,000
	TOTAL LIBRARY MATERIALS	864,235	890,143

Library Materials Expenditures - line details

1. Book Allotment PRL: reflects allotment rate of \$1.13 per capita. Reallocated after

consultation with member libraries to fund the increased demand for eContent (see line five under Library Materials).

2. Rural Library

Services Grant. provincial grant received by PRL for municipalities and

municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as determined by the

municipalities - see line 3 under income.

3. Cataloguing tools. based on actual with a slight increase – includes a number

of electronic resources such as Library of Congress

classification web, Web Dewey, and BookWhere; among other resources, all of which are used to prepare books and

other materials for libraries.

4. Large Print Books. held steady at 2016 level.

5. eContent Materials
Allotment:

allotment for 3M eBooks, Zinio Magazines, One Click digital eAudiobooks, hoopla, and potentially other eContent. Hoopla use has increased greatly as has the demand for ebooks.

6. eContent Platform fees and Subscription fees:

to pay for platform fees for 3M ebooks, Novelist, Novelist Select subscriptions, or other eContent.

7. Periodicals.

increased very slightly; includes public performance rights licensing fee.

8. Audiobook Materials

held at 2016 level – to support the physical audio collection.

9. Reference Materials.

held at 2016 level — to purchase limited amounts of reference material for use by PRL staff and member libraries. eResources for reference and professional development purposes can also be purchased using this line.

10. Programming Boxes.

held at 2016 level - to refresh and build new programming kits to use for programming in member libraries.

11. Member Library
Computers (New):

income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

12. FN Provincial Grant Expense:

line to provide funding for FN outreach initiatives and funded through the FN Provincial Grant (see line 1 under income).

		2016		2017
	COST OF SERVICES			
1	Audit	15,000		14,000
2	Bank expenses	500		1,500
3	Bank Investment Fees	4,500		4,500
4	Building-Repairs/Maintenance	28,000		28,000
5	Communications/Marketing/Advocacy	5,000		7,000
6	Computer Maint.Agree. Software licenses	149,560		145,000
7	Continuing Education	20,000		20,000
8	Dues/Fees/Memberships	11,000		11,000
9	Freight	7,500		7,500
10	Insurance	15,500		15,500
11	Internet Connection Fees	20,160		23,500
12	Janitorial expense	27,500		29,000
13	Legal/Consulting/Advocacy	2,000		2,000
14	Outlets - Contribution to Operating	800		800
15	Photocopy	9,000		9,000
16	Postage	5,000		6,000
17	Postage Reimbursement	3,500		8,000
18	Promotion/Trade Shows/Publicity	6,500		6,500
19	Recruitment/Advertising	1,500		1,500
20	Salaries	1,392,944		1,498,321
21	Salaries - Employee Benefits	299,483		325,885
22	Supplies/Stationery/Processing/Recon	40,000		40,861
23	Telephone	13,000		13,000
24	Travel	13,000		15,000
25	Trustee expense	21,000		25,000
26	Utilities	37,000		37,000
27	Vehicle expense	41,000		41,000
28	Workshop/Training expense	15,000		15,000
	TOTAL COST OF SERVICES	2,204,947	\exists	2,351,367

Cost of Services - line details

1. Audit.

2016 based on actual.

2. Bank Expenses:

increased by \$1,000 to cover the cost of cheques and other new banking services including enhanced electronic services.

3. Bank Investment Fees:

fee for management of the RBC Dominion investment program – based on actual charges – held at 2016 level.

4. Building-Repair/ Maintenance.

based on repairs expected in aging building with known ongoing problems – held at 2016 level based on four-year averages.

5. Communications/ Marketing/Advocacy.

this line is used by Parkland staff to provide tools for marketing, advocacy and other initiatives for PRL and member library staff and boards – increased by \$2,000 to pay for offsite office space rented for PRL's communications staff.

6. Computer Maint. Agree. Software Licenses:

for software maintenance agreements and subscriptions – line covers, but not limited to, the Microsoft suite of software for PRL and member library computers, website software, PRL's management of wireless networks, and licensed services for the Horizon integrated library system.

7. Continuing Education.

funds PRL staff to attend the Alberta Library Conference, plus other conferences, workshops, seminars, technology courses, and other continuing education activities – held at \$20,000.

8. Dues/Fees/Memberships.

memberships may include, but are not necessarily limited to: LAA, ALTA, AALT, PLA, AAMD&C, ALA, APLAC, and TAL – based on actual, held at 2016 level.

9. Freight.

vendor freight costs for allotment, in-house collections and shipment of computers for repairs and/or replacement parts – held at 2016 level.

10. Insurance.

includes the building, contents, outlet contents, general liability, bond and crime – held at 2016 level, using an average of actual costs.

11. Internet Connection

Fees: for internet service provision to Parkland HQ and member

libraries -increased to meet anticipated demands for

additional bandwidth.

12. Janitorial Expense. slight increase – also includes snow removal, yard

maintenance, and small repairs.

13. Legal/Consulting/

Advocacy. line used to pay for external consultants and cover legal

fees – held at 2016 level.

14. Outlet - Contribution

to Operating: amounts set by board policy, up to \$200 annually, if local

library outlet sponsor provides matching funds – held at

\$800.

15. Photocopy. has been held at 2016 level – reflects actual costs.

16. Postage. slight increased - based on actual costs.

17. Postage

Reimbursement. increased significantly, based on actual and estimates –

reflects increased use of the "ship-to-patron" service.

18. Promotion/Trade Shows/

Publicity. held at 2016 level, includes, but not limited to, printing

systems' brochures and hospitality expenses for ALC, AUMA and AAMD&C conventions, plus gifts/donations, flowers for libraries' anniversaries, and promotional items.

19. Recruitment/Advertising. line used for advertising job vacancies, assisting

prospective candidates with travel costs for interviews, and new employees with moving expenses where needed – line

held at \$1,500.

20. Salaries. estimated at the maximum level and increased to support a

new wage and salary grid. The budget reflects the

possibility of all eligible staff members moving up on the grid after receiving a satisfactory performance appraisal.

21. Salaries-Employee

Benefits:

increased on the basis of all eligible staff members being provided full benefits including LAPP and Blue Cross.

22. Supplies/Stationery Processing/Recon.

includes, but not limited to, book-related supplies as well as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, building supplies, and stationery supplies, small non-capital IT items as needed such as monitors and bar code scanners – based on a six-year review and held at 2016 level with a small addition to balance the budget.

23. Telephone.

includes line charges, toll free numbers, mobile telephones, and long distance costs – held at \$13,000.

24. Travel.

includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement to staff when not using the PRL staff vehicle) – based on actual and estimates, increased to \$15,000.

25. Trustee Expense.

includes costs for a 10 member executive committee meeting approximately 8 or 9 times a year, and 4 trustees attending the Alberta Library Conference; additional expenses include \$100 half day/\$200 full day honorarium and mileage reimbursement is paid for committee meetings (includes meetings the board chair attends such as the Systems Directors and Chairs meetings) – increased to \$25,000.

26. Utilities.

based on five-year averages - held at \$37,000.

27. Vehicle Expense.

includes fuel with a cushion to account for fluctuation in fuel prices, insurance, and repairs for two cargo vans and a vehicle for staff use – based on averages, held at 2016 level of \$41,000.

28. Workshop/Training.

includes costs for all workshops and training activities hosted or planned by PRL staff for member libraries regardless of whether they are held at PRL or other locations – held at \$15,000.

Proposed 2017 Budget PARKLAND REGIONAL LIBRARY

Present Budget

2016	2017
3,069,182	3,241,510
864,235	890,143
2,204,947	2,351,367
3,069,182	3,241,510
	0
7.00	8.04
	2,204,947

2%

Budget Supplement

Explanation points to the 2017 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRL has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRL's Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The expense for amortization will be allocated and the residual value set aside in the Amortization Reserve.

There is one planned vehicle purchase in 2017.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy. Capital assets are now purchased from reserves.

Parkland Regional Library

Budget Supplement - Movement of Funds

Explanation points to the 2017 Budget dealing with Capital Assets, Amortization and Reserves. In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy. Capital assets will now be purchased from reserves.

1	MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2017
	Amortization Reserve	
	Anticipated funds required to cover current portion of amortization expense	59,730.00
	from prior years (Jan 1, 2009 forward)	
	(actual amount will be affected by asset disposals during the year)	
	Vehicle Reserve	
	Anticipated funds required to purchase new vehicles	30,500.00
	(actual amount will be based on exact purchase price in the year)	
	Technology Reserve	
	Anticipated funds required to purchase PRL computer hardware	41,500.00
	Anticipated funds required to purchase member library computers	80,000.00
	Anticipated funds required to purchase member libraries Wireless equipment	0.00
	*Anticipated funds required to purchase member libraries SuperNet CED units	115,000.00
	(actual amount will be based on exact purchase price in the year)	
	*Parkland has applied for a Community Initiative Program Grant in the hope of offsetting these costs.	326,730.00
2	INCOME FROM THE SALE OF CAPITAL ASSETS	
	Vehicle selling price	8,500.00
	(actual amounts will be based on exact selling price in the year)	•
		8,500.00
3	MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES	
	Amortization Reserve	
	Residual Amortization anticipated - Vehicle purchases	21,350.00
	Residual Amortization anticipated - Technology purchases	29,050.00
	(actual amounts will be based on exact purchase amounts in the year)	
	Vehicle Reserve	
	Proceeds from the sale of vehicles	8,500.00
	(actual amounts will be based on exact selling price in the year)	
	Technology Reserve	
	Budgeted for member library computers	63,027.00
		121,927.00
4	CAPITAL ASSET EXPENSE ALLOCATION	121,927.0

	Current Amortization estimated - Vehicle purchases	9,150.00
	Current Amortization estimated - Technology purchases	12,450.00
	(actual amounts will be based on exact purchase amounts in the year)	
	Amortization - Capital asset expense	
	Amortization expense anticipated from prior years (Jan 2009 forward)	59,730.00
	(actual amount will be affected by asset disposals during the year)	
		81,330.00
5	Budgeted expense to build reserves and use for current and ongoing capital p	purchases
	Vehicle Reserve	
	Policy budget item- movement of \$5,000 per vehicle to the Vehicle Reserve	0.00
	Technology Reserve	
	Policy budget item - to fund Technology purchases	0.00
		0.00
_6	Unrestricted Operating Fund - as needed to balance at year end	
	Current Amortization expense anticipated - purchases from years previous to Dec 31, 2008	19,043.00

(actual amounts will be based on exact disposals amounts in the year)

OB4

Request for Decision (RFD)

Topic: Policy Review – B.7. Unscheduled Business Communications

Initiated by: Council

Prepared by: Amanda Davis

Attachments: Policy B.7. Unscheduled Business Communications

Recommendations:

That council review policy B.7. and make any necessary updates that are deemed suitable.

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Background:

The attached policy was approved on October 22nd, 2015 and states that it is to be reviewed annually by council.



TOWN OF SEDGEWICK

POLICY Section: B. Council

POLICY Title: 7. Unscheduled Business Communications

PURPOSE: The purpose of this policy is to set a standard for addressing urgent matters of

business received outside regularly scheduled Council meetings.

DEFINITIONS: Administration – shall mean the administrative staff of the Town.

Chief Administrative Officer – The administrative head of the municipality.

Council – shall mean the elected body of the Town.

Mayor – the Chief Elected Officer of the Town.

Sub Committee Meeting – shall be a committee of council appointed to a

committee in accordance with the organizational structure.

Town – the municipal corporation of Sedgewick.

RESPONSIBILITY: Council and administrative personnel are responsible to adhere to the

provisions of this policy at all times.

POLICY: Council meeting shall be held monthly unless otherwise directed by the Mayor

or a motion of council.

Any matter of business that has been received in advance of a regular council meeting that is deemed urgent either by the Mayor a member of Council or by the CAO must be dealt with during a face-to-face meeting. The face-to-face

meeting may be a subcommittee meeting or a special Council meeting.

In an effort to confirm the urgency of a matter of business and the need to call a subcommittee or special Council meeting, the CAO shall consult with both the Mayor and the Deputy Mayor whereby providing a clear overview of the matter

to be addressed.

The Mayor or his designate shall provide authorization for a special Council

meeting following consultations with the CAO.

	Date	Resolution Number
Approved	Oct. 22, 2015	



Council can only vote on urgent matters of business as per the terms described above in a face-to-face setting.

Council shall not conduct meetings nor shall council be authorized to vote on any matter of Town business via email, telephone, skype, teleconference, text messaging or other.

REVIEW: The policy shall be reviewed annually following the date in which it comes into

effect.

EFFECTIVE: This policy shall come into effect on October 22nd, 2015.

REFERENCE: n/a

	Date	Resolution Number
Approved	Oct. 22, 2015	

Request for Decision (RFD)

Topic: Recreation Funding Committee (RFC) – 2016 Phase II

Initiated by: RFC/Bylaw #524
Prepared by: Amanda Davis
Attachments: 1. Phase II Overview

2. RFC September 26th, 2016 Unapproved Minutes

Recommendations:

1. That Council accept the recommendations brought forth by the RFC and that the Phase II funds be distributed as follows:

i. Sedgewick Playschool, \$5,000.00 for Playschool Rental

ii. Sedgewick Mixed Bowling League, \$5,150.00 for 2016 Alley Rental

Background:

In accordance with Bylaw #524 the following steps must be taken in regards to recreation funding distribution:

- 1. Administration is to review the grant applications and make recommendation to the RFC
- 2. The RFC does a secondary review of the grant applications and makes a final recommendation to Town Council;
- 3. Town council either accepts or rejects the recommendations from the RFC should council reject any of the recommendations a meeting with the committee is called to discuss the rationale for rejecting the application.
- 4. The RFC is responsible to recommend the award of any carry forward funding from the previous year.

Current:

On September 26th, 2016 the RFC met to review 2016 Phase II recreation grant applications. A financial assessment is attached.

The RFC is in the process of addressing unexpended funds and will have a proposal for council in November.

RECREATION FUNDING COMMITTEE - PHASE II PRELIMINARY ASSESSMENT 2016

	Amount		Amount Requested	Secondary		% of overall					Out-
Phase II Application Overview 2016	Requested 2015	Acutal	2016	Recommendation	Difference	funding	Ag.	Rec.	Culture	In-Town	Town
Sedgewick Mixed Bowling League	9,000	7,500	5,150	5,150	0	6.10		Υ		Υ	
Sedgewick Playschool	5,000	5,000	5,000	5,000	0	5.92				Υ	
Subtotals:	\$14,000	\$12,500	\$10,150	\$10,150	0	12.02	%				

	2015 (14 apps)	2016 (7 apps)
Total funds requested in Phase I:	104,170	74,210
Total funds available:	84,000	84,526
Difference:	-20,170	10,316
Funds Awarded:	\$62,357	\$56,000
	2015 (3 apps)	2016 (2 apps)
Total funds request in Phase II:	17,000	10,150
Total funds available:	21,643	28,526
Difference:	4,643	18,376
Funds Awarded (recommended):	\$15,500	\$10,150
Total Funds Awarded (recommended):	\$77,857	\$66,150

	2015	2016
Total funds approved for distribtion in		
Phase I:	74.23%	66.26%
Total funds recommended for Phase II:	25 77%	12 01%

100.00% 78.27%

Total funds REMAINING for Phase II: 25.77% 21.73% \$18,376

A Recreation Funding Committee (RFC) meeting was held in the Sedgewick Council Chambers in Sedgewick, Alberta on Monday, September 26th, 2016.

PresentAndrew HampshireChairmanTravis SmithVice-Chairman

Pam Kotylak Director
Kari Sanders Director
Barb McConnell Director
Aleska Johnson Director

Grant Imlah Town Council Rep.

Present Amanda Davis Chief Administrative Officer

Call to Order A. Hampshire called the meeting to order at 6:30 PM.

Agenda

RFC2016.17 MOTION by A. Johnson that the agenda be approved with the following addition:

Correspondence – Town of Killam – Flagstaff Aquatic Centre Fact Sheet <u>CARRIED.</u>

<u>Minutes:</u> The RFC reviewed the minutes of the May 12th, 2016 meeting.

RFC2016.18 MOTION by G. Imlah that the minutes of the May 12th, 2016 meeting be approved

as presented.

CARRIED.

<u>Financials:</u> The RFC reviewed the Financial Statements for the months ending April 30th –

August 31st, 2016.

RFC2016.19 MOTION by K. Sanders that the Financial Statements for the months ending April

30th – August 31st, 2016 be approved as presented.

CARRIED.

Disbursements Financial disbursements lists for 2015 and 2016 were reviewed.

CAO Report A written CAO Report was provided for the period ending September 26th, 2016

and reviewed.

New Business:

Sedgewick
Mixed Bowling

The Sedgewick Mixed Bowling League submitted an application for the 2016 Alley

Rental requesting \$5,150.00 in operational funds.

RFC2016.20 MOTION by P. Kotylak that the RFC recommend approval of the Sedgewick Mixed

Bowling League application for 2016 Alley Rental to Town Council in the amount

of \$5,150.00

CARRIED.

Sedgewick Playschool The Sedgewick Playschool submitted an application for 2016 Playschool Rent

requesting \$5,000.00 in operational funds.

RFC2016.21 MOTION by A. Johnson that the RFC recommend approval of the Sedgewick

Playschool's application for 2016 Playschool Rent to Town Council in the amount

of \$5,000.00.

CARRIED.

Carry Forward Funding

The RFC discussed distribution of unallocated funds from 2016 in accordance with

Bylaw #524.

RFC2016.22 MOTION by K. Sanders directing administration to obtain financial information

regarding the sound board upgrades and stair replacement at the Sedgewick

Community Hall.

CARRIED.

RFC2016.23 MOTION by G. Imlah authorizing an email vote regarding recommendations for

the use of unallocated funds for 2016 on the following projects pending financial

updates:

1. Sound board upgrades, Sedgewick Community Hall

2. Stair upgrades, Sedgewick Community Hall

3. Kitchen Renovations, Sedgewick Recreation Centre and Sedgewick Golf

Course

Should any questions arise an in-person meeting shall be called immediately.

CARRIED.

Phase I Meet	ing Minutes	– Septembei	· 26 th ,	2016
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Page 2

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· · · · · · · · · · · · · · · · · · ·	. 450 =
The RFC reviewed a Fact, Stats & Challenges sheet issued by the Town of Killam regarding the future of the Flagstaff Aquatic Centre.	
The RFC discussed Bylaw #524 and the second year of the recreation grant process.	
MOTION by B. McConnell that no changes be made to Bylaw #524 as the process is working well and is liked. MOTION by A. Hampshire for adjournment at 7:30 PM.	CARRIED. CARRIED.
	e, Chairman a Davis, CAO
	regarding the future of the Flagstaff Aquatic Centre. The RFC discussed Bylaw #524 and the second year of the recreation grant process. MOTION by B. McConnell that no changes be made to Bylaw #524 as the process is working well and is liked. MOTION by A. Hampshire for adjournment at 7:30 PM. Andrew Hampshire



Request for Decision (RFD)

Topic: Flagstaff Intermunicipal Partnership (FIP) – Regional Safety Program

Initiated by: FIP/CAO Group Prepared by: FIP/CAO Group

Attachments: 1. Letter dated September 13th, 2016, FIP RE. Regional Safety Program

2. Response Letter – Town of Hardisty3. Response Letter – Village of Heisler

Recommendations:

 That council supports the FIP's initiative to participate in a Safety Program needs assessment with other participating municipalities as prepared by SDI Group at a cost of approximately \$860.00 per participating municipality.

OR

2. That council direct administration to seek further proposal for a Safety Program needs assessment.

<mark>OR</mark>

3. That council reject the proposal for addressing a municipal Safety Program needs assessment.

Background:

See attached in the letter from the FIP Committee.

Current:

As stated in other RFP, council must strongly consider all financial contributions as the costs will impact taxation.

A concern regarding the lack of safety programs is a growing concern. Although staff make efforts to work safe, implementing a formal plan is necessary for Sedgewick.

If council does not support further review of the regional assessment, an independent assessment is necessary for Sedgewick.

It should be noted again, that Sedgewick does not have a safety program which means there are significant liability concerns; resources must be allocated accordingly.

Flagstaff Intermunicipal Partnership Committee

Box 210, FORESTBURG, AB TOB 1NO

September 13, 2016

Village of Alliance
Village of Forestburg
Town of Hardisty
Village of Heisler
Town of Killam
Village of Lougheed
Town of Sedgewick

Dear Sirs:

Re: Regional Safety Program

During the September 12, 2016 FIP Committee meeting discussion was held regarding a Regional Safety Program. An RFP was issued in July, 2016 and one proposal was received from SDI Group. This proposal was broken into two categories: Needs Assessment and Plan Development and Ongoing Support. The cost for the Needs Assessment was estimated to be approximately \$6,000 for the entire region, while the Plan Development and Ongoing Support was estimated to be anywhere from \$10,000 - \$20,000 per year per municipality depending on the time required. The FIP Committee approved the following motion:

Moved by Member Bud James to recommend to all member municipalities; except Town of Daysland and Flagstaff County, that SDI Group undertake a Safety Program Needs Assessment at a cost of approximately \$860 per municipality with those costs being borne by each participating municipality.

We are there requesting that this recommendation be brought to your Council for review and approval.

If you have any questions or concerns regarding the enclosed, please do not hesitate to contact the undersigned at cao@forestburg.ca or at 780-582-3668.

Yours truly;

Debra A. Moffatt, Coordinator

Flagstaff Intermunicipal Partnership



Town of Hardisty

P.O. Box 10 Hardisty, Alberta T0B 1V0 Phone (780) 888-3623 Fax (780) 888-2200

September 29th, 2016

Ms. Debra Moffatt, CAO

Village of Forestburg

4902-50th Street

Forestburg, AB T0B 1N0

RE: Safety Program Needs Assessment with other participating municipalities within the County of Flagstaff

Dear Debra & Flagstaff Intermuncipal Partnership (FIP) members,

The Town of Hardisty Council reviewed the letter of request for to participate in a Safety Program needs assessment with other participating municipalities within the County of Flagstaff at the September 27th, 2016 regular council meeting.

The Town of Hardisty approval motion was made at the September 27th, 2016 regular council meeting and the following motion was made:

"MOVED by Councillor Wurz THAT Council directs the CAO to inform Flagstaff Intermunicipal Partnership Committee that they agree to participate in a Safety Program needs assessment with other participating municipalities within the County of Flagstaff and the assessment to be prepared by the SDI Group at a cost of approximately \$860 per participating municipality. CARRIED."

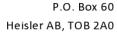
Thank you for inviting us to this discussion and we look forward to an unstoppable conversation.

Yours truly,

Sandy Otto, CAO

Town of Hardisty

cc. FIP - Towns & Villages in Flagstaff County





Phone: 780-889-3774 Fax: 780-889-2280

Email: administration @village of he is ler. ca

September 28, 2016

Flagstaff Intermunicipal Partnership Committee c/o Village of Forestburg, Managing Partner Box 210
Forestburg, AB
T0B 1N0

Re: Needs Assessment - Regional Safety Program

At the Village of Heisler September 28, 2016 regular council meeting, Council approved the recommendation of the FIP Committee to proceed with having SDI Group complete a Needs Assessment for a Safety Program in Heisler at an approximate cost of \$860 per participating municipality.

Kind regards,

Amanda Howell, CAO

Village of Heisler

cc: Flagstaff County Municipalities

Request for Decision (RFD)

Topic: Land Use Bylaw #461 – Re-districting Request

Initiated by: Applicant/Owner Prepared by: Amanda Davis

Attachments: 1. Redistricting Application

2. Site Maps3. Site Photos

Recommendations:

 That council direct administration to develop a new Land Use District, Direct Control I in accordance with application 2016-01LUB for Plan 5755S, Block C, Lots 29-30P and further that the proposed district be reviewed at the November council meeting prior to any public hearing.

or

2. That council accept the re-districting application 2016-01LUB for Plan 5755S; Block C; Lots 29-30P, Direct Control and that a public hearing be set for ______.

or

3. That council decline re-districting application 2016-01LUB.

Background:

In accordance with the Town's Land Use Bylaw (LUB) #461 and the application attached council must consider the re-districting application.

Current:

Plan 5755S; Block C; Lots 29-30P is zoned R2 (Residential Multi Family District). The existing development conforms to this district as it is classified as "Public Assembly", "means the use of a building or land for religious organizations".

The owner and application propose repurposing the use of this building for commercial sales as the existing use is no longer sustainable.

The proposed development is defined as "Retail Store", "means a development used for the retail sale of consumer goods, from within an enclosed building".

There are currently only two districts that support "Retail Stores" within LUB#461, C1-Commercial Central District, and LIB – Light Industrial Business. Neither of these districts should be considered at the proposed location as permitted and discretionary uses are far too vast for a residential neighborhood.

Considerations:

- 1. Council must consider existing and future development within this block.
- 2. What does council view as acceptable development?

October 25th, 2016 Regular Council Meeting



- 3. What is "safe" development considering the nature of surrounding uses (ie. public school, doctor's clinic, apartments, and residences?
- 4. Does council support retail development within this area?
- 5. If council does not support retail development, what would you consider as acceptable alternate uses?
- 6. What are the long-term impacts or re-districting or not re-districting?

If council is favorable to re-districting you have a few options:

1. Develop a new district specifically of this parcel of land that is tailored to the new use (ie. C1a or Direct Control (DC) 1). Council may then provide clear direction to administration regarding permitted and discretionary uses for the said district/location. If a DC1 is the most favorable option, the district can be drafted in a way that allows the development authority development controls rather than it having to go to council.

Or

2. Council could proceed with DC.

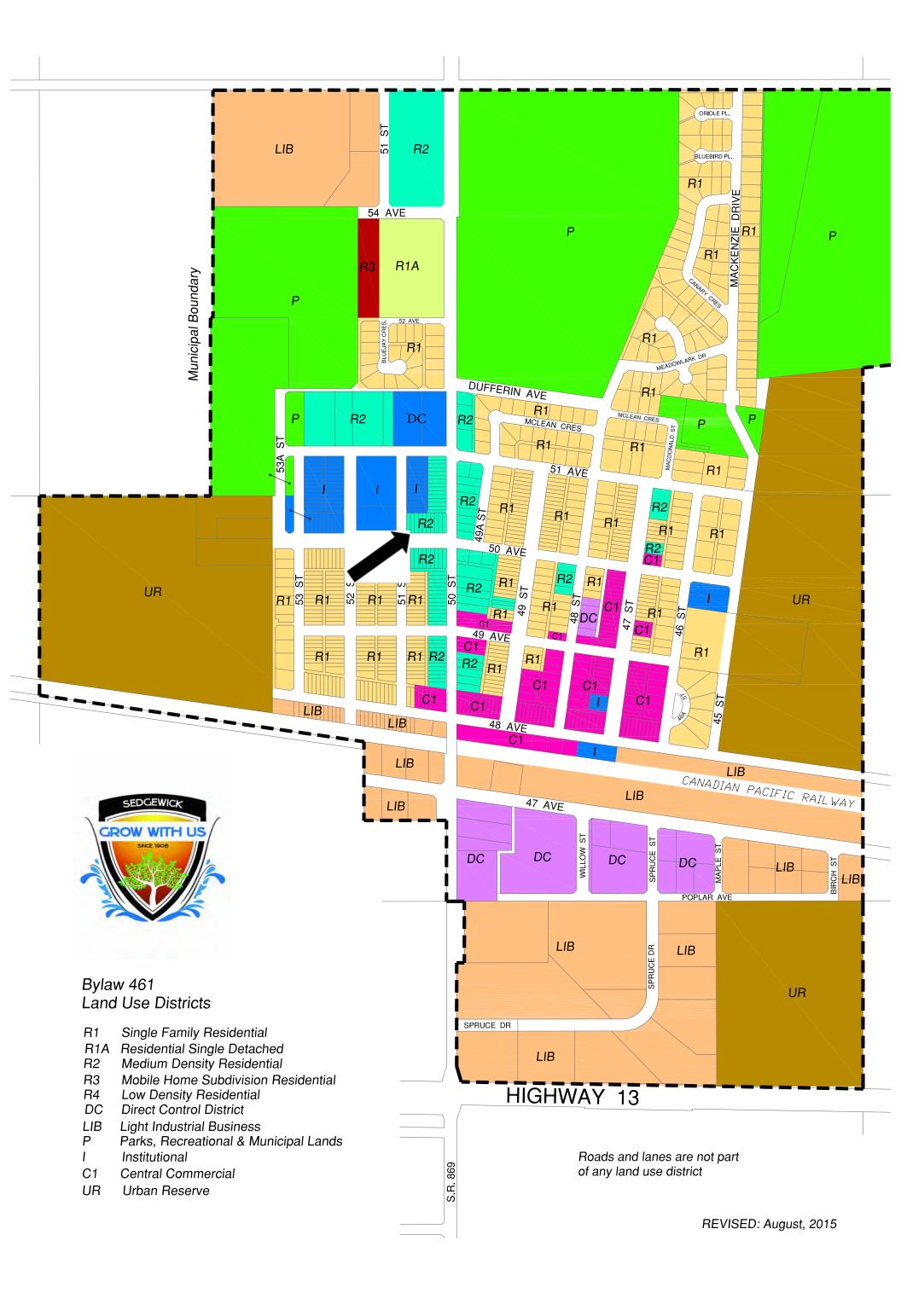
Either way, if the parcel is re-districted, council must be very cognizant of future use with "retail".



Application for Amendment to the Land Use Bylaw – Town of Sedgewick

Application # 3016-01LUB
I/we hereby make an application to Sedgewick Town Council to amend the Land Use Bylaw.
Applicant(s):
Name: Sedgewick Good As New Phone: 780-364-2146
Address: Sedgewick, Alberta. TOB 400
Registered Owner of Land: Joan & Ajas Pres. Cothy Trene Sechetary Name: Bethania Lutheran Church Phone: 780-384-3571
Name: Bathania Lutheran Church Phone: 780-384-3571
Address: Box 176, Sodgewick, AB TOB HCO
Land Description:
Plan 5755 S Block C Lot (s) 29-30P
or 5017 50 Avenue
Amendment Proposed:
Current Zoning: R2 Proposed Zoning: DC
Reason in support of Application for Zoning Amendments:
Repurpose church to support a social service within the
community.

Attachments:		
1. Certificate of Title:		
2. Area Structure Plan:	nla	
3. Site Plan with Map:		
4. Other:		
Application Fee: \$250.00	o plus advertising	
Registered Owner Signature	Oct - 21/16 Date	
1 - 4/	001 2111/0	
Applicant's Signature	Oct - 21/16 Date	
Date of Council Meeting: Oct Public Hearing Date:	Town Use Only	
Final Rezoning Decision:		











CARE-A-VAN PROJECT



- o FFCS and FIRST have partnered with the community of Flagstaff and its towns 8 and villages to provide a service to alleviate some of the concerns for people in Flagstaff when it comes to travelling to medical appointments in large urban centres.
- o The Care-A-Van project allows volunteers and requesting families a vehicle to use as means to transport individuals to these urban centres.
- o FFCS will provide volunteer and scheduling support at their discretion for those interested in using this resource.
- FFCS is looking for Interested volunteers willing to drive people to medical appointments
- o If you or a family member need this service please contact us

Applications are available for both volunteers and requesting families.

For more information please contact FFCS

1-800-297-6101 or 780-385-3976

ffcs@telus.net

Volunteer Drivers Needed!



Volunteer Policy and Procedure

- 1. All Volunteer drivers must provide FIRST and FFCS:
 - Proof of a current valid Class 5 Alberta Drivers license
 - A current criminal record check that must be updated every three years
 - A current vulnerable sector check that must be updated every three years
 - · A current child-welfare check that must be updated every three years
 - · A current drivers abstract that must be updated every three years
 - A five-year claims experience letter from their insurance company with no more than one "at fault" accident in the last five years. This must be updated every five years.
- 2. All volunteers must provide FFCS with a monthly availability schedule on the 15th of each preceding month so FFCS can schedule rides for families in need of transportation.

Phone or email Lynne at FFCS: 1-800-297-6101 or 780-385-3976

Ijenkinson@telus.net



Care-A-Van Requesting Family Responsibilities

0

Scheduling Appointments

The requesting family will provide specific details and proof in some manner regarding appointments to FFCS and FIRST no later than one week prior to the appointment date.

Mobility

- The individual must be of reasonable mobility and able to move on his or her own or have someone accompany them for assistance.
- o If the driver upon arrival questions mobility issues, the drivers' decision will stand.

Confidentiality

All information provided to FFCS and FIRST is done so in confidence and will be held in confidence.

Costs

The requesting family is responsible for:

- o The cost of fuel required for driving to and from the appointment
- o The cost of parking at the appointment where necessary
- o Returning the Care-A-Van in the same condition as it left the FFCS parking lot
- o Purchasing a meal for the volunteer driver if the day is long

Additional Responsibilities

The requesting family is responsible for returning the vehicle in the same shape it was picked up in and must inform the driver of any damages (spills, etc) that occurred during use.

Honorariums

The requesting family can offer the volunteer driver an honorarium, however, it is not mandatory.

Liability

The requesting family releases and will not hold FFCS and FIRST responsible for any liabilities for damages or injuries whatsoever.

o Children

An adult supervisor must accompany any child under the age of 18.

*FFCS and FIRST reserves the right to deny any request for any reason as determined by FFCS or FIRST. The reason for denial will not necessarily be shared with the applicant. *

DECLARATION TO BE SIGNED BY ALL INDIVIDUALS BEING TRANSPORTED I declare that I have read and agree to the above responsibilities and procedures.

Name	Signature	Date		
Name	Signature	Date		





Flagstaff Regional Housing Group Bi-Monthly Board of Director's Meeting June 21, 2016 @ 7:00 pm, Big Knife Lodge

MINUTES

Attendees: Donna Buelow, Chair

Peter Miller, Vice Chair Rick Krys, Second Vice Chair

Gunnar Albreit (for Gerald Kuefler) Wade Lindseth Ed Kusalik

Susan Armer Sven Bernard

Dell Wickstrom (regrets)

Greg Sparrow Denis Beesley Tamlyn Beesley Miranda Fontaine

Michelle Wideman (recorder)

Town of Hardisty

Village of Forestburg

Town of Killam
Flagstaff County
Flagstaff County
Town of Daysland
Village of Lougheed
Village of Heisler
Village of Alliance

Town of Sedgewick
The Bethany Group
The Bethany Group

The Bethany Group
The Bethany Group

CALL TO ORDER

Donna Buelow called the meeting to order at 7:00pm.

2. REVIEW OF THE AGENDA

FRHG 16-06-01

MOVED by Peter Miller to accept the Agenda with the removal of Meals on

3. REVIEW OF MINUTES

FRHG 16-06-02

MOVED by Wade Lindseth to accept the Minutes of the March 15, 2016

Board Meeting as presented. CARRIED

4. FINANCIAL STATEMENTS

For the three months ended March 31, 2016

 Overall operations remain positive to budget. Transition dollars budgeted for the new building will be utilized as completion nears.





Flagstaff Regional Housing Group Bi-Monthly Board of Director's Meeting June 21, 2016 @ 7:00 pm, Big Knife Lodge

FRHG 06-06-03

MOVED by Rick Krys to accept the Financial Statements for the three months ended March 31, 2016 as information.

CARRIED

5. OPERATIONAL REPORT & HOUSING UPDATE

No operational report was provided.

6. CEO REPORT

A verbal report was provided by Denis Beesley:

- Update provided on changes within the Ministry and the Bureaucracy, and difficulties encountered, in particular regarding the projects.
- Government is hosting a forum in Red Deer on June 29, to seek input from stakeholders and Management Bodies regarding the development of a Provincial Affordable Housing Strategy.

7. PREVIOUS BUSINESS

a. Projects Update

Forestburg

- Difficulties encountered with the Ministry have delayed the project somewhat, with occupancy now targeted for October.
- The building is approximately 75% complete and will be ready by August, though occupancy will not be granted until the fire pump is installed. This additional requirement by government has extended the occupancy date by approximately 10 weeks.

Sedgewick

- Additional asbestos has been found under the flooring of the old lodge, and has increased the budget to \$511,000 and added 30-40 days to the remediation/ demolition, which is now targeted to be complete in mid-August.
- Construction of the self-contained building is being managed by government, but they
 are now asking for input from 'interested partners' regarding issues they are
 encountering with the build.

b. CEO Replacement

Denis Beesley has announced his upcoming retirement, and Davies Park is coordinating the recruitment of a new CEO for The Bethany Group.

Hope to have a replacement selected by the fall.





Flagstaff Regional Housing Group Bi-Monthly Board of Director's Meeting June 21, 2016 @ 7:00 pm, Big Knife Lodge

Q	NEW/	RI	ICIN	IFSS

- a. Report to Community
 Review and approval of draft Report to Community.
- Revised Ministerial Order
 Provided for information.

9. DATE & LOCATION OF NEXT MEETING

The next meeting will be scheduled for Tuesday September 20, 2016 at 7pm in Big Knife Lodge.

10. ADJOURNMENT

The meeting was declared adjourned at 7:55pm.

(Jamor Bullous)	Javis
Donna Buelow	John Davis
Board Chair	Director, Client Services
	Sept 20, 2016
Date	Date /

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*			
		3	

FLAGSTAFF'S INITIATIVE TO RELATIONSHIP & SPOUSAL TRAUMA

BOARD MINUTES – Monday, June 6, 2016

PRESENT: Gunnar ALBRECHT, Chairperson

Allen DIETZ, Vice Chairperson

Cheryl HOLBEN

Sylvia WOLD, Secretary Lynne JENKINSON, Director Brooke GROVE, Finance Manager

Chantelle SCHMIDT, Recording Secretary

Rylee COATES, Guest

REGRETS: Sgt. Judith DEVOE, RCMP

Brenda ROBBINS

APPROVED

Gunnar Albrecht called the meeting to order at 6:15 p.m.

APPROVAL OF AGENDA

06-11-2016

Cheryl Holben made a motion to approve the June 6, 2016 agenda.

Carried.

APPROVAL OF MINUTES

06-12-2016

Sylvia Wold made a motion to approve the May 2, 2016 minutes.

Carried.

FINANCIALS

Brooke Grove presented the April 2016 Financial Statements.

The financials were accepted as information.

DISBURSEMENT LISTS

Brooke Grove presented the May 2016 Disbursement Lists.

The disbursement lists were accepted as information.

CORRESPONDENCE

1) Letter from Parents for Fun in Flagstaff requesting donations for their annual Movie in the Park.

06-13-2016

Cheryl Holben made a motion that FIRST donates \$500 towards Parents for Fun in Flagstaff's annual Movie in the Park for 2016.

Carried.

- 2) Letter to FFCS and FIRST inviting board members to come and paint a tile at Sedgewick School between June 6-9 for their Olweus Bullying Prevention Program mosaic.
- 3) Letter from Battle River School Division inviting 2 board members to come and be recognized at the "Friends of Battle River" board meeting on June 16.
 - Lynne and Gunnar will be attending on behalf of FIRST.

REPORTS

1. Counsellor's report

Handed out at meeting.

2. Resource Officer's Report

No report this month.

OLD BUSINESS

- 1. New Board Members
 - Still in need of new board members
 - Chantelle will post an ad on Facebook and to municipalities to share

2. Party Program/After Party Program

- September 28, 2016
- There are 240 possible students attending
- A letter will be sent out to parents informing them on what is to take place and if they will allow their child to attend
- John Boden will be sharing his story with the students

3. CRO Equipment Transfer

- Everything except the bikes have been transferred over

4. Community Officer CCR Grant

- Lynne will send letter to Kim Cannady by Tuesday June 7
- The grant money has arrived but will not be given over until the agreement with FIRST has been signed.
- Quarterly reports need to be given to FIRST in order for the grant to continue

NEW BUSINESS

1) Date of Next Meeting (September 12th)

Next meeting date is Monday, September 12, 2016 at 6 pm or at the call of the Chair if required.

Gunnar Albrecht adjourned the meeting at 7:05 p.m.

Gunnar Albrecht, Chairperson Flagstaff Initiative to Relationship and Spousal Trauma

Minutes of the Sedgewick Public Library Board September 20,2016

Carol Williams called the meeting to order at 6:55pm. There were six members in attendance.

Micaela McConnell read the minutes from the June 23rd meeting, Stephen moves the minutes be adopted as read, Marie seconded, all in favor, carried.

Librarians' Report (see attached)

Barb McConnell read the librarians' report which highlighted the success of the Toronto Dominion Summer Reading Club. Talked about National Library Card Sign-Up month – a one-year membership was given to all town councilors.

Barb talked about the cow bus coming to Sedgewick Library September 29th - discussed giving all playschool kids that attend a free one-year membership. Stephen Levy made motion to approve the donating of free memberships, Carol Williams seconded, all in favor, carried.

Treasurers' report (see attached)

Carol Williams read the Treasures' Report on behalf of Lois Polege

Current balance is \$12 935.26

Carol moved the report be adopted as read, Marie seconded, all in favor, carried.

Old Business

Shelly Wakefield was asked that we have a representative attend the Ag society July 1st meetings next year. Barb McConnell offered to attend.

A pre-paid MasterCard/Visa was discussed, Carol made a motion we get a \$500.00 pre-paid MasterCard/Visa to make purchases with. Marie seconded, all in favor, carried.

New Business

Barb McConnell asked that we discuss holiday closure hours. Carol made a motion that the Sedgewick Library be closed the following dates – October 31st, December 24th, 25th & 26th 31st and January 1st. Marie MacLeod seconded, all in favor, carried.

Barb McConnell asked what the library should do for the towns Christmas Santa Days. Discussed different ideas of crafts, it was agreed upon cookies that could be decorated with icing, sprinkles etc. Stephen will report back with expected date.

Board Christmas party was discussed – to be discussed more at a later date.

Wages were discussed. Carol Williams made a motion Ronna's wage increases from \$12.00 to \$13.00 and increase Barb's wage from \$19.00 to \$20.00 starting October 1st. Stephen seconded, all in favor, carried.

During the installation of the heating system the library will closed October 4th and If need be October 5th which will be at Barb's discretion as the progress is evaluated. Stephen made a motion regarding this, Shelly seconded, all in favor, carried.

Meeting adjourned at 7:55pm

Next Meeting date October 20th 2016 at 6:30pm



of Hardisty P.O. Box 10 Hardisty, Alberta

Town

Hardisty, Alberta T0B 1V0 Phone (780) 888-3623 Fax (780) 888-2200

October 13th, 2016

Killam Recreation Board

PO Box 189

Killam, AB T0B 2L0

AND

Town of Killam

PO Box 189

Killam, AB T0B 2L0

RE: Request for Feedback Regarding Flagstaff Regional Aquatic Centre

Dear Killam Rec Board Chair & Members / Town of Killam - Mayor & Council,

The Town of Hardisty Council at their September 27th, 2016 regular council meeting discussed the information that was sent out for circulation by the Town of Killam regarding the Flagstaff Aquatic Centre – Facts, Stats & Challenges. Council discussed at length the information provided and understood the challenges being faced by the Town of Killam & the Killam Recreation Board. Once again this item reinforces the need to do something different – as it rolls into our Regional Governance Study that ALL the Flagstaff communities are participating in. Our Hardisty Agricultual Society representative disclosed that they did support funding from the Flagstaff County Recreation Grant dollars this past year, although the sum was not anywhere near what you require to cover your deficit they were able to see the importance of this facility to our region.

Council took the perspective to maybe try closing the facility for a portion of the year, perhaps (June-September) operate the facility during our winter months when indoor swimming would be more desirable and for those programs running during the summer months roll them out to places like Forestburg who have an outdoor pool and possibly Sedgewick Lake Park or Hardisty Lake Park where we have natural bodies of water that could be used for these programs. This may encourage more participation in your programs by offering them in different locations leading to better access. Sharing and using everyone's existing recreational facilities that ALL could use more usage. Council also thought that it is beneficial to look at your program operating costs and determine what the optimal amount is required in order to offer the program to help reduce costs, this is good business sense. This then may encourage our residents to not prolong their decision when deciding to enter into a program thinking well we will just catch it next time. Perhaps next time may not be for another 6 months.

Thank you for keeping us informed of your facility and sharing your concerns. This type of dialog engages all of us to look closely at matters that could affect all of us in our region.

Yours truly,

Sandy Otto

CAO

cc. Flagstaff Municipalities

Town of Hardisty Council et al.

Hardisty Agricultural Society

CAO Town of Sedgewick

From: probinson@sedgewick.ca October-12-16 12:29 PM Sent: To: Mayor Robinson; Kelvin Tuftin

Cc: cao@sedgewick.ca

Subject: Re: Battle River Knights Provincials Letter of Approval

Greetings Mr. Tuftin

Thank you for your letter requesting a letter of support for your planned Spring Tournament. Accordingly, I have forwarded my reply to you to our CAO, with instructions to include this on the agenda for our next Council meeting, scheduled for October 25th instant. Once council gets to hear your request we will be able to respond accordingly.

Meantime, allow me to offer my thanks and appreciation for your organization's successful efforts in establishing this minor hockey opportunity for the youth of our Region, as well as my ongoing best wishes for your every success in the future.

Respectfully,

Perry Robinson Mayor Town of Sedgewick

On Wed 12/10/16 11:30 AM, Kelvin Tuftin kjtuftin@gmail.com sent:

- > Good Morning Mr. Robinson,
- > I hope this letter finds you well. I am writing to you on behalf of
- > Battle River Knights Minor Hockey Provincial Committee. Battle River
- > Hockey is a combined association between Sedgewick Minor Hockey and
- > Killam Minor Hockey, established in 2015. We currently provide an
- > opportunity for 170+ boys and girls to play hockey for 6 months during
- > the fall, winter and spring seasons. Along with the chance for kids to
- > play hockey, we utilize the Sedgewick Recreation Centre in excess of
- > 300 hours of arena ice time. We also utilize the Killam Memorial Arena
- > for the same, keeping both communities recreation complexes vibrant
- > and busy. We are very proud of the Association we have built today and
- > are excited for what we can achieve in the future.
- > At this time, we are applying to Hockey Alberta to host an upcoming
- > Provincial Tournament in the spring of 2017. The event will welcome
- > 8-10 hockey teams to our towns, providing great opportunity to
- > business owners and the chance for residents to enjoy some great
- > hockey in their local arenas. The tournament will span over 3 days and
- > games will be played out of both facilities. As part of our
- > application process, we would like to request from yourself and the
- > Town of Sedgewick, a Letter of Support towards our event.
- > We look forward to hearing back from you.
- > Thank you for your time,

> Kelvin TuftinBattle River Knights Hockey

>

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Version: 2016.0.7797 / Virus Database: 4664/13202 - Release Date: 10/13/16

Sedgewick Killam Natural Gas System Monthly Statement

Month Ending SEPTEMBER 30, 2016

Visio	n Credit Union - General	
As Per Books:		
Previous Month Balance	\$127,555.44	
Receipts for Month	16,761.92	
Direct Deposit Gas Alberta	656.25	
Interest Received	0.00	
Profit Share		
Subtotal	\$144,973.61	
Less Disbursements	10,531.54	
Direct Debit Gas Alberta 2/23	10,843.31	
Bank Service Charge		
GIC's Purchased		
Month End Balance	\$123,598.76	

As Per Bank		
Month End Balance	123,598.76	
Cash on Hand		
Subtotal	\$123,598.76	
Less O/S Cheques	0.00	
Month End Balance	\$123,598.76	

\$0.00

Out	tstanding Ch	eques	0				
No.	Amount	No.	Amount	NO.	Amount	No.	Amount
0.4.4.11							
Outstandi	ng cheque tota	1	\$ -				

Sedgewick Killam Natural Gas System Monthly Statement

Month Ending SEPTEMBER 30, 2016

	World' Ending SET TEMBER 30, 2010
	ATB BUSINESS CUSTOM ACCOUNT
As Per Books:	
Previous Month Balance	\$5,042.46
Receipts for Month	
Direct Deposit Gas Alberta 4/25	5
Interest Received	3.47
Profit Share	
Subtotal	\$5,045.93
Less Disbursements	
Bank Service Charge	
GIC's Purchased	1
Month Ford Bolovier	DF 04F 00
Month End Balance	\$5,045.93
As Per Bank	

As Per Bank		
Month End Balance	5,045.93	
Cash on Hand		
Subtotal	\$5,045.93	
Less O/S Cheques	0.00	
Month End Balance	\$5,045.93	

\$0.00	

Investments	Amount	Maturity Date	
GIC	\$105,243.41	13-Feb-17	
GIC	\$110,468.90	23-Feb-17	Mayor

SEDGEWICK KILLAM NATURAL GAS SYSTEM Balance Sheet As at 09/30/16

ASSET

Current Assets		
Credit Union		123,598.76
ATB FINANCIAL	0.00	5,045.93
BRCU 720000676620	0.00 0.00	
BRCU 722540349866 BRCU 722540155933	0.00	
BRCU 722540155958	0.00	
		0.00
Total Investments		0.00 0.00
Investments - Temporary Accounts Receivable		656.25
Payroll Advances		0.00
Accrued Interest Receivable		4,337.19
Accrued Interest		0.00
Prepaid Expenses		16,456.89
General Supply Inventory		19,222.89
Total Current Assets		169,317.91
Total Carron 7.55565		
Long Term Assets		
Investments - Long term		215,712.31
AGTL Shares		212. 0 0
AGTL Loan		22,500.00
BRCU Patronage Reserve		5,397.51
Total Long Term Assets		243,821.82
Capital Assets		
Capital Purchases/Disposals		0.00
Engineering Structures	30,044.01	
Accum. AmortEngin. Struct.	0.00	
Net - Engineering Structures		30,044.01
Equipment	134,898.72	•
Accum. Amort Equipment	0.00	
Net - Equipment		134,898.72
Building	0.00	,
Accum. AmortBuilding	0.00	
Net - Building		0.00
Land		0.00
Total Capital Assets		164,942.73
TOTAL ASSET		578,082.46
TOTAL AGGLT		
LIABILITY		
Current Liabilities		
Accounts Payable		0.00
GST Charged on Sales	0.00	
GST Paid on Purchases	-1,014.70	
GST Filed	-108.30	
GST Owing (Refund)		-1,123.00
Total Current Liabilities		-1,123.00
TOTAL LIABILITY		-1,123.00
10 TAL BIADIST 1		
EQUITY		
Retained Earnings		
Fund Transfers General		0.00
Funds Transfer Restricted		0.00
Fund Transfers Capital		0.00
Reserves - Future capital expens		136,807.00
Equity in Fixed Assets		164,942.73

SEDGEWICK KILLAM NATURAL GAS SYSTEM Balance Sheet As at 09/30/16

Accumulated Surplus Current Earnings	6,896.84
Total Retained Earnings	579,205.46
TOTAL EQUITY	579,205.46
LIABILITIES AND EQUITY	578,082.46

SEDGEWICK KILLAM NATURAL GAS SYSTEM Income Statement 09/01/16 to 09/30/16

REVENUE

Sales	
Admin Fees - Killam	2,414.68
Admin Fees - Sedgewick	996.97
Sale of Gas - Killam	7,158.80
Sale of Gas - Sedgewick	2,955.71
Sale of Material - Killam	0.00
Sale of Material - Sedgewick	0.00
-	0.00
Sale of Material - Other	1,024.00
SKNG Replomnt Fund - Killam	944.00
SKNG Replcmnt Fund - Sedgewi	
Return on Investments	0.00
Rentals	0.00
Prov. Grant - Unconditional	0.00
Unfunded Reserve Contrib Kill	0.00
Unfunded Reserve Contrib Sedg	0.00
Transfers From Towns	0.00
Maintencance Revenue	0.00
Transportation Charges	952.52
Gas Alberta Inc - Rebate	0.00
Drawn from Reserves	0.00
Interest Revenue	3.47
	16,450.15
Total Revenue	10,430,13
TOTAL REVENUE	16,450.15
EXPENSE	
	
General & Administrative Expe	
Auditor	0.00
Consulting & Legal Fees	0.00
Advertising	0.00
Bad Debts	0.00
	0.00
Memberships	21.00
Alta One Call	0.00
Board Member Fees	
Postage	0.00
Telephone/Freight	503.82
Training/Seminars/Meetings	0.00
Industrial Use - Rebate	0.00
Small Tools	0.00
Insurance	0.00
Interest & Bank Charges	0.00
Non-deductible Interest	0.00
Office Supplies	0.00
Maintenance Contract	9,100.00
Cath Protection/Leak Survey	0.00
	0.00
Service T Repair	0.00
Admin Services	0.00
Contracted Maintenance	0.00
RMO 3467	0.00
Town's Stock	
Maintenance Materials	0.00
Natural Gas Purchases	10,326.96
Utilities	385.05
F.G. Nat. Gas Excise Tax	0.00
Transfers To Other Agencies	0.00
Instrument Repair	0.00
Contributed to Capital	0.00
Added To Reserves	0.00
Refund Transfer - Towns	0.00
Transmission Lines - Taxes	0.00
	20,336.83
Total General & Admin. Expen	20,000.00

SEDGEWICK KILLAM NATURAL GAS SYSTEM Income Statement 09/01/16 to 09/30/16

TOTAL EXPENSE	20,336.83
NET INCOME	-3,886.68

October 24th, 2016

Crime Prevention and Restorative Justice Unit
Civil Forfeiture Grant Program
Policy and Program Development Branch
Public Security Division, Alberta Justice and Solicitor General
10th Floor, John E. Brownlee Building
10365 97th Street NW
Edmonton, AB T5J 3W7

Attn: Civil Forfeiture Grant Program;

We support FIRST's application for a Mental Health Supports Program for the Flagstaff region. We know that there are gaps in our rural region in delivery of programs and know that this program is aimed at filling some of those gaps.

The partnership between FIRST, FFCS and Flagstaff Victim Services will strengthen the delivery of this program to first responders, Victim Service Advocates, students in Flagstaff schools and the community in general.

We have worked with FIRST in the past and know that it is a financially accountable organization and that it responds to community needs.

This proposed program will increase the way out community serves rural Albertans; enhance prevention activities for children, youth and their families. Increase services for professionals dealing with criminal activity and also the victims in the aftermath of such activity.

We look forward to seeing this program implemented in our region in the near future.

Sincerely;

2016 FLAGSTAFF CHRISTMAS SHARING & ADOPT A FAMILY PROGRAMS Contact Phone #780-385-3976

The Flagstaff Food Bank will be coordinating the Christmas Sharing Program in Flagstaff. This tradition involves the collection and distribution of gifts and food hampers for those less fortunate <u>in</u> **Flagstaff**.

As the "Adopt a Family Program" was such a great success in past years, we will be running this program once again. Anyone interested in adopting a family should call before Friday December 4th. We ask you limit your gift purchases to approximately \$60 per adopted person. Leave all gifts unwrapped with some gift wrap included in your family's gift bundle. We reserve the right to redistribute any excess purchases to other persons in need. If you decide to give clothing, be sure to include the "Gift Receipt" in case an exchange is necessary by the recipient. Gifts must be delivered to Community Press Building in Sedgewick at 4919 47th Street (main Street) in the back alley entrance December 5th to December 14th.

This year we will be running the program out of the Community Press Building in Sedgewick at 4919 47th Street (main Street) in the back alley entrance beginning Monday December 5th. Anyone wishing to volunteer his or her time should call to find out when your help will be most needed. We would appreciate receiving the donations of goods and/or cash from the public, from Monday December 5th to Wednesday December 14th, 10:00 am thru 4:00 pm weekdays, at the Community Press Building in Sedgewick. Monetary donations to the annual Christmas Sharing Program can be mailed to Flagstaff Christmas Sharing, Box 581, Killam, AB, T0B 2L0. Tax-deductible receipts will be issued to all individuals giving.

If you are aware of families in need living within Flagstaff, encourage them to phone to submit their names for a food hamper and/or gifts. All information will be handled with the strictest confidence. Applications forms are available at the Flagstaff Food Bank in Killam on Tuesday and Thursday mornings from 11:00 to noon, Flagstaff Family and Community Services at 4809 49th Avenue, Killam or at your Town/Village Office during their office hours.

This program is focused on assisting those less fortunate, within Flagstaff County, during the holiday season. As in the past years, the success of this program is due to the generosity of Flagstaff residents who continue to show the true spirit of Christmas.



ONE DAY ONLY Sunday December 18th, 2016

Please note new pick up location <u>Community Press</u> Building in Sedgewick 4919 47th Street, Back Alley entrance FLAGSTAFF CHRISTMAS SHARING PROGRAM

Once again the Flagstaff Food Bank will be coordinating the Christmas Sharing Program. If this community project would benefit you and/or your family this year, please allow us to accommodate your needs by providing us with the necessary information on the reverse side.

We encourage all requests for hampers to be submitted by November 25th, 2016.

There is a lot of work and planning involved in this program and your cooperation is appreciated.

Please indicate if your family has any specific needs (e.g.: diapers, baby food, formula, special toys, allergies etc.). Please note that we can only do the best with what we have and we may or may not be able to fill the request.

All information provided will be kept strictly confidential.

Hampers will be available for pickup Sunday December 18th from 11 am to 2 pm (ONLY), at the Community Press building at 4919 47th Street SEDGEWICK (please use Back Entrance in the alley).

There are No deliveries!!

Thank you for your help and have an enjoyable and happy Christmas.

Flagstaff Christmas Sharing Program

Please Mail to: Flagstaff Food Bank

Box 581

Killam, AB T0B 2L0

This program is for Flagstaff Region Residents ONLY

Or Phone: 780-385-3976

	rms prog	, rain is ro	T Tags	uii itegi	TON TREBITIONES OF VET	
Name:						
Place of Residence: (Full Address – street or legal land) Telephone:	(If no ph	one, pleas	se provide	e a contact	number or name & # of person picking up ha	ımper)
Please Check	Food Gifts Both		This year we are having ham only or other if you cannot eat ham			
Family Information – For members of the family residing at the above address						
Name:		Gender:		_ Age:	Size:	
Name:	Gender:		_ Age:	Size:		
Name:		_ Gender:		_ Age:	Size:	
Name:		_ Gender:		_ Age:	Size:	
Name:		_ Gender:		_ Age:	Size:	
Name:		_ Gender:		_ Age:	Size:	
Name:		_ Gender:		_ Age:	Size:	
Name:		_ Gender:		_ Age:	Size:	
Name:		_ Gender:		_ Age:	Size:	
Is there anything special to the spe	-		ldren nee	d or want f	for Christmas?	
Do you or any of your family have special diet, allergies, or sensitivity needs? What are they?						
Do you have access to a vehicle? If not who will pick it up for you?						

Hamper Pick up is Sunday December 18th from 11 am to 2 pm only At the Community Press building in Sedgewick 4919 47th Street, use back alley entrance Anytime between 11:00 am and 2:00 p.m.

THERE ARE NO DELIVERIES!

Sedgewick Lions Club PO Box 555 Sedgewick, AB TOB4C0

September 30, 2016

His Worship Perry Robinson, Mayor of Town of Sedgewick, PO Box 129, Sedgewick, AB, TOB4CO



Dear Mayor Robinson and Council;

Re: Sedgewick Lake Spray Park

As you are aware, the Sedgewick Lions Club has been directing a portion of our fundraising revenue towards the Spray Park Project which has been identified as a priority for the Sedgewick Lake Park Association, and the Town of Sedgewick.

Our annual Christmas Gala has set aside nearly \$9,000 over the past two years which we have been holding in reserve until the project proceeds. In addition, we have withheld \$15,000 of our 2014 casino funds for this project. Unfortunately, use of casino funds are time sensitive (must be used within 24 months) and we need to make a decision very soon regarding those funds.

Sedgewick Lions Club requests an update on the status of the Spray Park, so we can determine our involvement, if any, in the future. Please provide in writing, the current status of the project, a copy of the latest project design and cost estimate, and the anticipated construction schedule for this project. It is our intention to stop fundraising for this project in the interim, until we are satisfied with the project's progress. Note that we will be re-directing our 2014 casino funds to other projects in the community to ensure we remain active with our casino license.

As a final note, Sedgewick Lions club strongly supports the notion of a Spray Park at our Lake site. We have members with strong construction backgrounds and would offer input to either yourselves or the Lake Park Board in moving the design and development of the project forward.

Yours Sincerely,

Lion Kim Rempel, President Sedgewick Lions Club



SEDGEWICK LIONS CLUB SEDGEWICK COMMUNITY CHRISTMAS GALA NOVEMBER 26, 2016 SEDGEWICK COMMUNITY HALL

The Sedgewick Lions Club is hosting a Community Christmas Gala featuring a roast beef dinner with all the trimmings catered by the Wooden Spoon.

There will be auction items, games and music provided by the "Five of Diamonds" a classic rock and country band.

We would like to extend an invitation to your company to attend this event as it will be a fun evening to celebrate the upcoming festive season. The support from business owners and community members is needed to make this evening a success. Tickets are \$50.00 each and are available at Brandywine and Brew or any Lion member. If you would like to reserve a table or donate an item for the auction please contact Jan @ 780-385-8409.

Auction items can be dropped off at Brandywine & Brew or ATB in Sedgewick or call 780-384-2480 for pick up.

All proceeds will support local community projects.



CAO Town of Sedgewick

From: Battle River-Wainwright < BattleRiver.Wainwright@assembly.ab.ca>

Sent: October-19-16 5:33 PM **To:** undisclosed-recipients:

Subject: FW: Brian Jean Visit to Killam - 26 October 2016

Dear Addressee,

Please be advised of the event advertised below.

I would be grateful if you would give this wide dissemination throughout your organisation/business.

Wes Taylor MLA Invites you to an informal open meeting Wednesday 26 October 2016 @ 1300hrs

Jam Tarts Restaurant 5006, 50 St Killam

All Battle River-Wainwright Constituents are invited to meet Brian Jean, leader of the Official Opposition, at an open and informal meeting hosted by me, MLA Wes Taylor.

Come and visit with Brian and me and let us know what concerns or delights you about Alberta today!

Fnd.

Please address any enquiries to me.

Lee Cooper

Constituency Assistant to Wes Taylor MLA Battle River-Wainwright Office: 780 842 6177 Fax: 780 842 3171

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Version: 2016.0.7859 / Virus Database: 4664/13242 - Release Date: 10/20/16



September 27, 2016

TOWN OF SEDGEWICK BOX 129 SEDGEWICK, AB TOB 4C0

RE: Notice of Development Pt. SE-17-44-12-W4 (Lot 1, Pln 9925562)

Notice is hereby given that a development permit has been issued in accordance with the Land Use Bylaw No. 06/12 for the following development:

Iron Creek Gas Coop Ltd. to develop a Temporary Laydown Yard and Future Shop and Office (Approved with Variance) on the Pt. SE-17-44-12-W4 (Lot 1, Pln 9925562).

Any person who deems to be affected by the development may appeal the decision to the Development Appeal Board no later than 4:30 p.m., October 17, 2016.

Appeals are to be filed, in writing, with Flagstaff County, Box 358, Sedgewick, Alberta T0B 4C0, Attn: Shelly Armstrong, CAO. The Notice of Appeal must include the legal description of the land proposed for development and the reasons for appeal. Appeals must include a non-refundable Subdivision and Development Appeal fee of \$300.

Should an appeal be against this decision to the Development Appeal Board, the permit shall not come into effect until the Subdivision and Development Appeal Board has issued its decision.

Yours truly,

Rosemary Hoyland

Development Officer

/nf

LETTERS:

- **1. Canadian Union of Postal Workers:** Follow up letter regarding June 6th correspondence, "Another Opportunity to Have Your Say in Canada Post Review".
- 2. Alberta Municipal Affairs: Letter to the Town of Sedgewick Library board announcing the call for nominations for the annual Minister's Award for Excellence in Public Library Service; nominations open on December 1st, 2016.
- **3. Killam Community Hall Foundation:** The community hall board is seeking interest and support from the greater region in hosing a Community Christmas Party on December 10th. If a strong commitment is not received the community party will not proceed.
- **4. Canadian Red Cross:** Thank you to the residents of the Town of Sedgewick who provided financial support to the Fort McMurray wildfire.
- **5. Flagstaff Community Adult Learning:** Thank you letter for financial support of the Welcoming Community Project.
- **6. Town of Killam** Approved dunging the Community Resource Officer Program for three years beginning 2017 at \$6.00 per capita.

NOTICES AND INVITATIONS

- 1. Village of Clive: Approval of the 2017 Parkland Regional Library (PRL) budget.
- 2. Town of Daysland: Approval of the 2017 PRL budget.
- 3. Village of Forestburg: Approval of the 2017 PRL budget.
- 4. Town of Provost: Approval of the 2017 PRL budget.
- 5. Town of Big Valley: Approval of the 2017 PRL budget.
- 6. Town of Bentley: Approved the 2017 PRL budget.
- 7. Town of Innisfail: Approved the 2017 PRL budget.
- 8. Summer Village of White Sands: Approved the 2017 PRL budget.
- 9. Mountain View County: Approved the 2017 PRL budget.
- 10. Town of Hardisty: Approved the 2017 PRL budget.
- 11. County of Stettler: Approved the 2017 PRL budget.
- 12. Village of Bittern Lake: Approved the 2017 PRL budget.
- **13. Delbure:** Approved the 2017 PRL budget.
- 14. Town of Killam: Approved the 2017 PRL budget.
- **15. Village of Heisler:** Approved the 2017 PRL budget.
- 16. Village of Alliance: Approved the 2017 PRL budget.
- 17. Village of Cremona: Approved the 2017 PRL budget.
- **18. Town of Blackfalds:** Council defeated a motion to accept the 2017 PRL budget as presented with a 2% increase. The following motion as approved, "...that the council recommend to the Parkland Regional Library Board that the requisition of the 2017 budget not exceed an increase of 1%."
- **19. Town of Rocky Mountain House:** the following motion was approved regarding the 2017proposed PRL budget, "...to write a letter to PRL Director and Board, advising that Rocky Mountain House Town Council are requesting that the PRL board review and adjust their proposed 2017 budget to reflect a zero increase."
- **20. Town of Rimbey:** The following motion was approved regarding the 2017 proposed PRL budget, "...to write a letter to the PRL Director and Board advising them the council of the Town of Rimbey request the PRL review and adjust their proposed 2017 budget to reflect a zero percent increase to our municipal requisition, and further to send a letter reflecting the Town of Rimbey's position to all the members of the PRL."
- **21. Town of Coronation:** The following motion was approved regarding the 2017 proposed PRL budget, "....that the PRL board be advised in writing that the Town of Coronation does not approve the draft 2017 budget as presented, and request that the beget be amended to reflect a zero percent increase to the per capital requisition rate in 2017."
- **22. Town of Sylvan Lake:** The following motion was approved regarding the 2017 proposed PRL budget, "... that council directs administration to prepare a letter to PRL requesting they review the 2017 budget and revise it to reflect a zero percent increase".

- **23. Town of Ponoka:** The following motion was approved regarding the 2017 proposed PRL budget, "...that council approve a 0% increase for the PRL board budget."
- **24. Village of Heisler:** the following committee appointments were approved during their annual organizational meeting:
 - Regional Emergency Serivces Committee (RESC), Mayor Kel Tetz, alternate, Clr. Morgan Doege
 - Flagstaff Family and Community Services (FFCS), Mayor Kel Tetz, alternate, Clr. Morgan Doege
 - Flagstaff Intermunicipal Partnership (FIP), Deputy Mayor Dennis Steil, alternate, Clr. Morgan Doege
 - Flagstaff Regional Housing Group (FRHG), Clr. Morgan Doege, alternate Deputy Mayor Dennis Steil
 - Flagstaff Regional Solid Waste Management Association (FRSWMA), Deputy Mayor Dennis Steil, alternate, Mayor Kel Tetz.
 - PRL, Shailen Weselak
- **25. ISL Engineering:** Service publication.
- **26. Hire Standard:** Introductory notice regarding a local government hiring firm.
- **27. Transport Canada:** What you need to know pamphlet regarding Grade Crossing Regulations pursuant to the Railway Safety Act.

NEWSLETTERS AND PUBLICATIONS:

- 1. Battle River Watershed Alliance 2016 -2016 Annual Report
- 2. Flagstaff Regional Housing Group 2015 Report to Community