



AGENDA

Regular Council Meeting
Thursday, May 26th, 2016 – 6:00PM
Council Chambers of the Town Office, Sedgewick, AB

Call to Order:

Adoption of Agenda:

Delegation:

1. n/a

Minutes:

1. Regular Meeting Minutes – April 21st, 2016
Matters Arising:
2. Special Meeting Minutes – May 12th, 2016
Matters Arising:

Financials:

1. Financial Statement – April 30th, 2016 - *REVISED*
2. List of Accounts – April 30th, 2016

Reports for the period ending May 26th, 2016:

1. **Council Committee Reports**
 - *Matters Arising*
 - i. Mayor P. Robinson – ADDITION
2. **Public Works Report**
 - *Matters Arising*
3. **CAO Report**
 - *Matters Arising*

BUSINESS– Old

- | | | |
|--|-----|-----------------|
| 1. Tax Rate Bylaw #525 | OB1 | <i>ADDITION</i> |
| 2. Tax Recovery – Plan 3825P; Block 8; Lot 6 | OB2 | |
| 3. Capital Upgrades – Lagoon | OB3 | |
| 4. | | |

BUSINESS– New

- | | |
|---|-----|
| 1. AMSC – Energy Contract Extension | NB1 |
| 2. Recreation Funding Committee – 2016 Phase I | NB2 |
| 3. Administration Committee – Education Opportunity | NB3 |
| 4. | |
| 5. | |

AGENDA

Correspondence:

1. **FRSWMA Meeting Minutes** – April 25th, 2016
2. **Municipal Affairs** – Municipal Government Act (MGA) Review Update
3. **Mayors Caucus** – July 2016
- 4.

File of Correspondence – Attached

Round Table:

Adjournment:

The regular meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday, April 21st, 2016 at 5:00 pm.


Present	Perry Robinson Greg Sparrow Grant Imlah Cindy Rose Shawn Higginson Stephen Levy Tim Schmutz	Mayor Councillor Councillor Councillor Councillor Councillor Councillor
Present	Amanda Davis Maxine Steil	Chief Administrative Officer Recording Secretary
Call to Order	Mayor Robinson called the meeting to order at 5:00 PM.	
Agenda 2016.04.71	MOTION by Clr. G. Imlah that the agenda be approved with the following additions: <i>New Business</i> 1. NB3. Public Works - Mower Replacement 2. NB4. Entrance Upgrades - Design Proposal <u>CARRIED.</u>	
Minutes 2016.04.72	Council reviewed the minutes of the March 10 th , 2016 regular meeting. MOTION by Clr. G. Sparrow that the March 10 th , 2016 regular meeting minutes be approved as with the following amendment: ▪ Motion 2016.03.61 should read "...there are stray" not "...there is stray" <u>CARRIED.</u>	
<u>Financials:</u> Financial Statement	Council reviewed the Financial Statement for the month ending March 31 st , 2016 as attached to and forming part of these minutes.	
2016.04.73	MOTION by Clr. C. Rose that the Financial Statement ending March 31 st , 2016 be approved as presented. <u>CARRIED.</u>	
List of Accounts	Council reviewed the issuance of General Cheques and Payroll Cheques for the month ending March 31 st , 2016.	
2016.04.74	MOTION by Clr. S. Levy to approve the issuance of General Cheques #4529-4581 totaling \$106,559.01 and Payroll Cheques #0633-0644 totaling \$17,821.76. <u>CARRIED.</u>	
<u>Reports:</u> Committee Reports	Council provided written Committee Reports to April 21 st , 2016 as attached to and forming part of these minutes.	
<u>Matters Arising:</u> CAC	Clr. T. Schmutz advised that concerns were brought forth at the Citizens Advisory Committee (CAC) meeting that a speed sign on MacKenzie drive was installed incorrectly. Administration was directed to follow up with the Peace Officers. The RCMP requested the CAC Town Representatives consult with councils to set policing priorities to be considered during their upcoming strategic planning session.	
2016.04.75	MOTION by Clr. S. Higginson that the Town recommend the following policing priorities have been identified: 1. Crime Watch Prevention - theft, break and enter; 2. Traffic Control - nuisance traffic; 3. Narcotics Control <u>CARRIED.</u>	
<u>Delegation:</u> Flagstaff County Entrance	B. Logoza, Economic Development Coordinator entered the meeting at 5:14 PM and presented the new economic development brand for the region.	

Departure	B. Logozar departed the meeting at 5:57 PM.	
	Discussion held regarding the economic development brand and Sedgewick's role and adoption. Further discussion will be held during the Strategic Planning session that is scheduled for June 3 rd , 2016.	
Recess		
2016.04.76	MOTION by Mayor P. Robinson to recess the meeting at 6:44 PM.	<u>CARRIED.</u>
2016.04.77	MOTION by Mayor P. Robinson to reconvene the meeting at 7:03 PM.	<u>CARRIED.</u>
Committee Reports Cont.		
Rural Transportation	A Rural Transportation Information day is being held at the University of Alberta Camrose campus on April 30 th , 2016; RSVP is required. Mayor Robinson or an alternate agreed to attend the session.	
2016.04.78	MOTION by Clr. T. Schmutz to accept the committee reports as presented.	<u>CARRIED.</u>
Public Works Report	A written Public Works Report was provided to April 21 st , 2016 as attached to and forming part of these minutes.	
2016.04.79	MOTION by Clr. G. Sparrow that the Public Works Report be approved as presented.	<u>CARRIED.</u>
CAO Report	CAO Davis provided a written Administrative Report to April 21 st , 2016 as attached to and forming part of these minutes.	
<u>Matters Arising</u>		
Banking Tender Update	Vision Credit Union (VCU) provided an agreement to settle the interest discrepancies and errors as per the banking tender.	
2016.04.80	MOTION by Clr. S. Levy directing administration to negotiate the terms offered by VCU for the banking tender as follows: <ol style="list-style-type: none"> 1. Prime -1% on all municipal accounts between August 1st, 2014 – April 21st, 2016 2. Interest on our MSI Capital account – adjustment March 1st, 2014 3. That for the remainder of the five (5) year contract the Town will accept Prime -2% effective April 22nd, 2016 – August 1st, 2019 4. That a new contract be prepared and signed that reflects our current banking tender 	<u>CARRIED.</u>
Public Works	The public works department has requested that the old lake truck being liquidated be assumed as part of their vehicle inventory.	
2016.04.81	MOTION by Clr. G. Sparrow that in accordance with Policy D.1 the Town purchase the old lake truck for \$500 and that the vehicle become part of the public works' inventory.	<u>CARRIED.</u>
2016.04.82	MOTION by Clr. C. Rose that the CAO Report be approved as presented.	<u>CARRIED.</u>
<u>Business - Old</u>		
2016 Budget Revised	Discussion held regarding the 2016 municipal budget, transfer payment and minimum tax allocations.	
<u>Business - New</u>		
Special Council Meeting	A special council meeting is required to award the tender for the Pedestrian Trail Project as the tender closes on May 10 th , 2016.	
2016.04.83	MOTION by Clr. G. Imlah that a special council meeting be held on May 12 th , 2016 at 4:00 PM with the intent of awarding the Pedestrian Trail tender.	<u>CARRIED.</u>
Tax Recovery	Council received a request to enter into a Tax Payment Agreement with the owner of Plan 3825P; Block 8; Lot 6.	

2016.04.84	MOTION by Clr. S. Levy that pursuant to Section 418.4 of the MGA that the municipality not enter into a Tax Payment Agreement with the landowner of Plan 3825P; Block 8; Lot 6 and further that administration continue with the Tax Recovery process. <u>CARRIED.</u>
Public Works	Council reviewed quotes received for the replacement of a riding mower for public works as per the 2016 municipal budget.
2016.04.85	MOTION by Clr. G. Sparrow that based on the information presented that the Town accept quote #11784778 of \$13,900 for a JD Z979R tractor and quote #12064031 of \$5,092.50 for an MX6 Rotary Cutter from Battle River Implements. <u>CARRIED.</u>
Entrance Upgrades	A proposal was received for the design of an entry feature in accordance with short term priority #4 of the Town's Strategic Plan.
2016.04.86	MOTION by Mayor P. Robinson that administration be directed to work with russell and russell design studios to develop an entry feature for the Town as described in the proposal dated April 17 th , 2016. <u>CARRIED.</u>
<u>Correspondence</u>	
SDAB	Flagstaff Regional Subdivision and Development Appeal Board (SDAB) request the appointment of two (2) members that have expired.
2016.04.87	MOTION by Clr. C. Rose that the following members be reappointed to SDAB for an additional three (3) year term: <ul style="list-style-type: none"> ▪ Linda Simpson ▪ Trent Swainson <u>CARRIED.</u>
Flagstaff County	Letter from Flagstaff County advising of the second annual Country Roots Tour on August 19 th , 2016.
Flagstaff County	Letter to the Alberta Association of Municipal Districts and Counties in support of the Rural Physicians Action Plan (RPAP).
Government of Alberta	Letter from Sarah Hoffman, Deputy Premier to Wes Taylor, MLA acknowledging receipt of a letter in support of RPAP from the Battle River Wainwright constituency.
AUMA	Alberta Urban Municipalities Association (AUMA) provided information regarding the provinces decision to eliminate Grants In Lieu of Taxes (GILT) for social housing. AUMA encourages municipalities to begin advocacy and have provided template announcement.
CPR	Letter from Canadian Pacific Railway (CPR) advising that April 25 th - May 1 st , 2016 is Rail Safety Week. CPR and the Canadian Pacific Police Service (CPPS) will be educating the public regarding safety in and around railway property.
2016.04.88	MOTION by Mayor P. Robinson that the Town of Sedgewick support rail safety by the following: <p>Whereas Public - Rail Safety Week is to be held across Canada from April 25 to May 1, 2016;</p> <p>Whereas it is in the public's interest to raise citizens' awareness on reducing avoidable accidents, injuries and damage caused by collisions at level crossings or incidents involving trains and citizens;</p> <p>Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the rail industry, governments, police services, the media and other agencies and the public to raise rail safety awareness;</p> <p>It is hereby RESOLVED that our community proclaims national Rail Safety Week, to be held from April 25th to May 1st, 2016.</p> <u>CARRIED.</u>
Sedgewick Historical Society	The Sedgewick Historical Society provided a letter requesting a donation of \$50 from all businesses to generate operating funds.

2016.04.89	MOTION by Clr. S. Levy that the Town of Sedgewick provide a \$50 donation to the Sedgewick Historical Society as per the request. <u>CARRIED.</u>
FRHG	Flagstaff Regional Housing Group (FRHG) meeting minutes from January 5 th , 2016 were reviewed.
SLP	Sedgewick Lake Park (SLP) Association February 16 th , 2016 regular meeting minutes were reviewed.
FRSWMA	Flagstaff Regional Solid Waste Management Association (FRSWMA) March 21 st , 2016 regular board meeting minutes were reviewed.
SPL	The Sedgewick Public Library (SPL) March 22 nd , 2016 regular board meeting minutes and Annual General Meeting minutes were reviewed.
Sedgewick Community Hall	The Sedgewick Community Hall Board's March 29 th , 2016 meeting minutes were reviewed.
Interagency	The Interagency meeting minutes from April 5 th , 2016 minutes were reviewed.
Town of Killam	The Town of Killam Recreation Board provided a request for operating funds for the Flagstaff Regional Aquatic Center.
2016.04.90	MOTION by Clr. T. Schmutz that pursuant to the Town of Sedgewick Bylaw #524 administration prepare a response to the Town of Killam regarding the process for allocating recreation funds and further encourage them to apply for funding through the aforementioned vehicle. <u>CARRIED.</u>
Village of Forestburg	The Village of Forestburg forwarded a copy of proposed Fire Services Agreement between themselves and Flagstaff County.
2016.04.91	MOTION by Clr. G. Imlah directing administration to contact Kim Cannady and arrange a Regional Emergency Services Committee meeting as the final meeting was left as call of the chair. <u>CARRIED.</u>
Government of Alberta	The Minister of Seniors and Housing provided an update for the demolition of Flagstaff Lodge and the construction of the self-contained units.
LOC	A List of Correspondence (LOC) items was reviewed by council as per the list attached to and forming part of these minutes.
2016.04.92	MOTION by Clr. C. Rose to accept the correspondence items and file as information. <u>CARRIED.</u>
Round Table	A round table session was held. Discussion ensued.
Adjournment 2016.04.93	MOTION by Mayor P Robinson for adjournment at 10:00 PM. <u>CARRIED.</u>

Perry Robinson, Mayor


Amanda Davis, CAO

The special meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday, May 12th, 2016 at 4:00 pm.

Present	Cindy Rose	Councillor
	Shawn Higginson	Councillor
	Grant Imlah	Councillor
	Stephen Levy	Councillor

Absent	Perry Robinson	Mayor
	Greg Sparrow	Councillor
	Tim Schmutz	Councillor

Present	Amanda Davis	Chief Administrative Officer
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Call to Order Clr. C. Rose called the meeting to order at 4:00 PM.

Agenda
2016.05.94 MOTION by Clr. G. Imlah that the agenda be approved as presented. CARRIED.


Old Business:
Pedestrian Trail Tenders for the Pedestrian Trail were presented (prices excluding GST):

- 1. Border Paving \$266,960.65
- 2. E Construction \$303,139.33
- 3. Alberta Parking Lot Services \$305,503.30
- 4. Kantrax \$306,216.24
- 5. Reliance Energy \$367,880.01
- 6. Park-Aid \$384,466.50
- 7. Single Source Paving \$390,192.84

2016.05.95 MOTION by Clr. S. Levy that Border Paving be awarded the Pedestrian Trail Project in the amount of \$266,960.65 and further that administration and the engineer be directed to negotiate on the final design details. CARRIED.

Adjournment MOTION by Clr. C. Rose for adjournment at 4:25 PM. CARRIED.
2016.05.96

Perry Robinson, Mayor



Amanda Davis, CAO

Town of Sedgewick Monthly Statement
Month Ending April 30, 2016
REVISED

As Per Books							
	General	Subd. Rec.	Muni Fire	MSI-Op	MSI-Cap	BMTG	FGTF
Previous Month Balance	2,431,310.18	3,563.10	129,170.85	65,717.28	938,169.74	163,254.65	100,095.65
Receipts for Month	110,796.18						
Outstanding Receipts	2,000.00						
Interest Holdback	45,146.63	61.38	2,071.34	1,131.64	18,809.37	2,737.68	
Interest Received	1,408.51	2.04	74.11	37.71	538.29	93.67	57.43
Subtotal	2,590,661.50	3,626.52	131,316.30	66,886.63	957,517.40	166,086.00	100,153.08
Less Disbursements	141,468.79						
First Data Charges	43.55						
Month End Balance	\$2,449,149.16	\$3,626.52	\$131,316.30	\$66,886.63	\$957,517.40	\$166,086.00	\$100,153.08

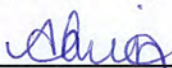
As Per Bank							
Month End Balance	2,465,215.93	3,626.52	131,316.30	66,886.63	957,517.40	166,086.00	100,153.08
Cash on Hand	300.00						
Cash in Transit	2,342.09						
Subtotal	2,467,858.02	3,626.52	131,316.30	66,886.63	957,517.40	166,086.00	100,153.08
Less Outstanding Cheques	18,708.86						
Month End Balance	\$2,449,149.16	\$3,626.52	\$131,316.30	\$66,886.63	\$957,517.40	\$166,086.00	\$100,153.08

Outstanding Cheques			
	Number	Amount	
Payroll Cheques			
	582	160.00	4624 350.00
	667	1,815.07	4625 62.15
	669	1,482.03	4628 6,447.77
	670	308.04	
	672	1,452.56	
	673	1,102.31	
	675	251.48	
	676	1,126.49	
	677	788.04	
	680	251.48	
	681	348.68	
	683	1,452.76	
General Cheques			
	4574	235.00	
	4587	50.00	
	4594	150.00	
	4602	85.00	
	4603	150.00	
	4618	640.00	
Outstanding Cheque Total		\$18,708.86	

Submitted to Council this 26 day of May 2016

Interested Earned/April \$47,358.39
GIC - 5-yr @ VCU \$11,740.32
GIC - 5-yr @ ATB \$20,266.19
Total Cash and Investments \$3,906,741.60

Perry Robinson, Mayor


Amanda Davis, CAO

26-May-16
Mayor

26-May-16
CAO

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: AP - VCU				
Computer Cheques:				
4582	4/14/16	Air Liquide Canada Inc.	Shop-Cylinder Rental	35.14
4583	4/14/16	Alberta Municipal Health	PW - Fall Protection Training	417.90
4584	4/14/16	Government of Alberta	Local Gov't Binder Update	35.65
4585	4/14/16	Amanda Davis	April 2016 Travel Exp.	486.00
4586	4/14/16	AMSC	Mar. 2016 Charges	7,063.84
4587	4/14/16	Tyson Armitage	Service Award - 5 Years	50.00
4588	4/14/16	CCI Wireless	Office - Apr. 2016 Charges	78.74
4589	4/14/16	Cleartech Industries Inc	WTP - Chemicals	296.79
4590	4/14/16	Arnett & Burgess Pipeliners Lt	Mar. 2016 Statement	143.73
4591	4/14/16	CUETS Financial Mastercard	March 2016 Statement	1,964.20
4592	4/14/16	Flagstaff Regional Solid Wast	2nd Qtr. Req.	33,557.62
4593	4/14/16	Flagstaff Printing	PW - Tailgate Forms	269.84
4594	4/14/16	Cory & Paula Gagnon	Service Award - 15 Years	150.00
4595	4/14/16	Parkland Regional Library	P.R.L 2nd Qtr. Requisition	1,772.70
4596	4/14/16	Lorna Polege	LP- APS Training Exp.	198.88
4597	4/14/16	Rees N.D.T. Inspection Service	CVIP - Bucket Truck	399.00
4598	4/14/16	Reynolds Mirth Richards & Farm	Legal Counsel - Banking Tender	2,199.44
4599	4/14/16	RTS Diesel Repair & Parts Ltd.	FD - Pumper 1 Maint./Light bar	944.87
4600	4/14/16	Sedgewick Lake Park Assoc.	Andrukow Donation Spray Park	2,000.00
4601	4/14/16	SKNGS - Sedgewick Killam	Mar. 2016 Billing	32,298.81
4602	4/14/16	Society Of Local Government	CLGM - Regular Membership	85.00
4603	4/14/16	Eldon Sutter	Service Award - 15 Years	150.00
4604	4/14/16	Telus	Mar. 2016 Statement	850.35
4605	4/14/16	TNT Instrumentation Inc.	PW - Shop Upgrades Door/Lights	784.70
4606	4/14/16	Town Of Sedgewick	Mar. 2016 Utility Billing	939.33
4607	4/14/16	Wainwright Assessment	Apr. 2016 Contract	1,067.85
4608	4/14/16	Xerox Canada Ltd	photocopier maintenance	327.30
4609	4/22/16	Accu-Flo Meter Service Ltd.	12 Pro-read Pucks	177.45
4610	4/22/16	AAMD&C	April Stmt	1,517.23
4611	4/22/16	Government of Alberta	A/R- Titles- Tax Arrears	20.00
4612	4/22/16	AMSC Insurance Services Ltd.	May 2016 Remittance	2,271.61
4613	4/22/16	Battle River R.E.A. Ltd	March 2016 Charges	53.55
4614	4/22/16	Bonness Oilfield Supply Ltd.	March Statement	115.38
4615	4/22/16	Brazilian Canadian Coffee Inc.	PW-Coffee	57.58
4616	4/22/16	Flagstaff County	March Stmt	620.03
4617	4/22/16	Daryl Johnson	Banjo Pump	100.00
4618	4/22/16	Kathleen Steadman	April 2016 Health & Wellness	640.00
4619	4/22/16	Munisoft Ltd	April Stmt.	543.15
4620	4/22/16	Petty Cash Fund	Replenish Petty Cash	135.65
4621	4/22/16	Roxanne Barton Upholstery	FD-Mask Bags-4	100.00
4622	4/22/16	Watkins Holdings Ltd.	Stmt March	182.61
4623	4/22/16	Wild Rose Co-operative Ltd.	March Stmt	138.76
4624	4/22/16	David Zayonce	FD-S300 Proctor Fee	350.00
4625	4/25/16	Air Liquide Canada Inc.	PW - Oxygen Refill	62.15
4626	4/25/16	Eastlink	FD-Internet May 2016	46.10
4627	4/25/16	Hi-Way 9 Express Ltd.	April Stmt	46.48
4628	4/25/16	Local Authorities Pension Plan	April 2016 Remittance	6,447.77
4629	4/25/16	Receiver General	April 2016 Remittance	9,982.67
4630	4/25/16	Syban Systems Ltd.	WTP-Internet-May	52.45
Total for AP:				112,228.30

Accounts payable cheques for the month ending April 30, 2016

April 30th, 2016 Payroll

0645-0649	04/15/2016	Mid Month Payroll	5,100.00
0666-0683	03/31/2016	Month End Payroll	<u>24,140.49</u>
Total for Payroll:			\$29,240.49

26-May-16
Mayor

26-May-16
CAO

Town of Sedgewick - Council Committee Reports to May 26th, 2016

Clr. S. Levy reported attendance to the following:

Citizens Advisory Committee (CAC) Meeting, May 9th, 2016:

- Daysland has reported a high number of impaired driving instances.
- Forestburg expressed concerns of seemingly low visibility; complaint lines are available by calling 780-385-3502 or emergencies through 911.
- Vandalism, speeding and theft are reported by all municipalities as major issues in their community.
- The RCMP is looking for alternative approached to deal with speed issues.
- Hardisty has made an application for a speed reduction to 80/km zone on Highway 13 due to a large number of near misses;
- A query was brought forth to the RCMP regarding false calls which may be coinciding with crime in other area; RCMP will follow up with this query.
- The RCMP detachment will have one member retiring and a second being transferred. Officers will be replaced by new recruits.
- The CAC is developing a performance plan based on member municipality's priorities. The plan will be released in early July.
- The CAC is considering a Citizens On Patrol (COP) fundraiser to cover the cost of printed materials and magnetic signs for vehicles. Date and location to be determined.
- Next meeting, July 4th, 2016.

Clr. G. Imlah reported attendance to the following:

Sedgewick Fire Department Meeting, May 5th, 2016:

- Commercial Vehicle Inspection Program (CVIP) has been completed on the department vehicles resulting in minor repairs;
- CVIPs will be conducted annually going forward;
- Two (2) mutual aid calls were responded to in the last month,
 - Killam livestock yard
 - Loughheed house fire;
- Sirens on the green truck have been repaired;
- Service awards were presented to:
 - T. Armitage – 5 years
 - C. Gagnon – 15 years
 - E. Sutter – 15 years

Clr. C. Rose reported attendance to the following:

Sedgewick Lake Park Board Meeting, April 19th, 2016:

- Capital Projects
 - 10+ picnic tables and fire pits are getting refurbished;

Town of Sedgewick - Council Committee Reports to May 26th, 2016

- Tenders for buddy sites/electrical upgrades were rejected as they were all over budget. The pedestals will be purchased in 2016. The project will be reviewed again at the end of the season;
- Tree replacement program is underway;
- Spring clean-up occurred on April 23rd, 2016;
- Two (2) group site requests were approved the 2016 season and one (1) for July 2017;
- The Board reviewed a proposal for a private concession at the lake. The individuals would supply their own operational needs, (shed, fridge, freezer). Hours of operation would be mainly weekends as needed; the proposal was accepted in principle – additional negotiations required;
- Next meeting, May 18th, 2016.

Clr. G. Sparrow reported attendance to the following:

Sedgewick Rec Board Meeting, April 25th, 2016:

- Flagstaff Fusion Lacrosse has one (1) team participating this year;
- The concession will be closed for lacrosse and ball practices, it will however be open for lacrosse games with further assessment;
- Mixed bowling will start a spring bowling league in 2017;
- July 1st meeting will be held at the May 16th, 2016 Rec Board Meeting at 7:00 PM.

July 1st Meeting, May 16th, 2016, 7:00 PM:

- Chuck wagon races will run June 29th and 30th, at 7 PM, and July 1st at 2 PM;
- Beer gardens will be set up in the Ag building from 11:00 AM - 2 AM;
- 2016 Admission Fees: \$10/12 years and up, free under 12 years;
- The Hall Board will facilitate the pancake breakfast;
- Advertising will be looked after;
- The Lions Club and Ag Society will look after the beer gardens;
- K. Sanders will schedule volunteers for the kitchen;
- The Lions are sponsoring three (3) bouncy houses for the kids;
- Next meeting June 6th, 2016.

Sedgewick Rec Board Meeting, May 16th, 2016:

- Speeding vehicles is perceived to be a problem at the rec centre for the playschool class. An inquiry was brought forth as to whether the town would consider speed bumps at various locations in the parking lot? Speed limits and signage were also discussed as options;
- Concerns of the bathrooms for ball were discussed; the Board will ask the golf course for their porta-potti. There are concerns with leaving the rec facility bathrooms open for ball as who would be responsible. Discussion ensued; A. Hampshire will have the Ag bathroom cleaned.

Town of Sedgewick - Council Committee Reports to May 26th, 2016

Clr. T. Schmutz reported attendance to the following:

Sedgewick Community Hall Board meeting, April 26th, 2016:

- Open discussion on the use of dance wax took place. A motion to place warning signs was denied by the board;
- Investigating the possibility of using the internet from the museum.

Flagstaff Regional Solid Waste Management Association meeting, April 25th, 2016:

- STEP funding was declined for 2016, one (1) summer student has been hired;
- Working on phase 3 (clarification required);
- 100,000 tons of concrete will be ground at a rate of \$10/ton;
- Discussion ensued regarding who is responsible for the waste sites up keep;
- A new drug and alcohol policy was passed;
- Next meeting scheduled for May 30th, 2016.

Attachments:

1. R1.1 - CAC Occurrence Stats

Nothing to report: Mayor P. Robinson, Clr. S. Higginson

Occurrence Stats

Violation group - Traffic Offences - Traffic Accidents

	Reported	Unfounded	Actual	Clearance By Charge	Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
9930 0020 Traffic Collision(s) - Non - Fatal Injury	4	0	4	0	0	0.0%	0 0	0 0	0
9930 0030 Traffic Collision(s) - Property Damage - Reportable	48	0	48	0	0	0.0%	0 0	0 0	0
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	6	0	6	0	0	0.0%	0 0	0 0	0
	58	0	58	0	0	0.0%	0 0	0 0	0

Violation group - Traffic Offences - Provincial Traffic Offences

	Reported	Unfounded	Actual	Clearance By Charge	Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
9510 0010 Fail to Stop or Remain at Accident Scene (Provincial/Territorial)	3	0	3	0	0	0.0%	0 0	0 0	0
9520 0010 Dangerous Driving (Provincial/Territorial)	2	0	2	0	0	0.0%	0 0	0 0	0
9520 0020 Driving without Due Care or Attention - Provincial/Territorial	2	0	2	1	1	100.0%	1 0	0 0	0
9530 0010 Driving While Disqualified or License Suspension (Provincial/Territorial)	2	0	2	1	1	100.0%	1 0	0 0	0
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	1	0	1	0	1	100.0%	0 0	0 0	1
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	48	0	48	48	1	102.1%	27 16	0 1	0
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	30	0	30	6	3	30.0%	1 3	1 0	0
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	25	0	25	23	0	92.0%	14 5	0 0	0
9910 0010 Roadside Suspensions - alcohol related - No grounds to charge	2	0	2	0	0	0.0%	0 0	0 0	0
	115	0	115	79	7	74.8%	44 24	1 1	1

Violation group - Traffic Offences - Other Traffic Related Duties

	Reported	Unfounded	Actual	Clearance By Charge	Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
8840 0386 Motor Vehicle Act - Other Activities (except traffic warnings)	2	0	2	0	0	0.0%	0 0	0 0	0
	2	0	2	0	0	0.0%	0 0	0 0	0

Violation group - Traffic Offences - Other Criminal Code Traffic Offences

	Reported	Unfounded	Actual	Clearance By Charge	Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
9313 0010 Failure to stop or remain - Other	1	0	1	0	0	0.0%	0 0	0 0	0
	1	0	1	0	0	0.0%	0 0	0 0	0

Violation group - Traffic offences - Impaired Operation Related Offences

	Reported	Unfounded	Actual	Clearance By Charge	Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
9230 0010 Impaired Operation and/or over 80 mg% of Motor Vehicle	9	1	8	4	0	50.0%	3 1	0 0	0

Occurrence Stats

Mayor's Report
From 2016/02/01 to 2016/05/08

Violation group - Traffic offences - Impaired Operation Related Offences

	Reported	Unfounded	Actual	By Charge	Clearance By Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
9230 0030 Impaired Care or Control of Motor Vehicle	5	0	5	2	1	60.0%	1 1	0 0	0
	14	1	13	6	1	53.8%	4 2	0 0	0

Violation group - Provincial Statutes {except traffic}

	Reported	Unfounded	Actual	By Charge	Clearance By Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	2	0	2	0	1	50.0%	0 0	0 0	0
8840 0291 Child Welfare Act - Other Activities	1	0	1	0	0	0.0%	0 0	0 0	0
8840 0297 Coroner's Act - Sudden Death/Other Activities	4	0	4	0	0	0.0%	0 0	0 0	0
8840 0306 Family Relations Act - Other Activities	2	0	2	0	0	0.0%	0 0	0 0	0
8840 0336 Mental Health Act - Other Activities	7	0	7	0	0	0.0%	0 0	0 0	0
8840 0341 911 Act - Other Activities	24	0	24	0	0	0.0%	0 0	0 0	0
8840 0346 Off-Road Vehicle Act - Other Activities	1	0	1	0	0	0.0%	0 0	0 0	0
8840 0351 Provincial/Territorial Environmental Legislation - Other Activities	1	0	1	0	0	0.0%	0 0	0 0	0
8840 0356 Provincial/Territorial Wildlife Act - Other Activities	1	0	1	0	0	0.0%	0 0	0 0	0
8840 0376 Trespass Act - Provincial/Territorial - Other Activities	2	0	2	0	0	0.0%	0 0	0 0	0
8840 0381 Other Provincial/Territorial Statutes (not otherwise specified) - Other Activities	4	0	4	0	0	0.0%	0 0	0 0	0
	49	0	49	0	1	2.0%	0 0	0 0	0

Violation group - Provincial Statutes - Municipal By-laws

	Reported	Unfounded	Actual	By Charge	Clearance By Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
9955 0010 Municipal Bylaws - Other	2	0	2	2	0	100.0%	1 0	0 0	0
	2	0	2	2	0	100.0%	1 0	0 0	0

Violation group - Other Federal Statutes - Firearms Act

	Reported	Unfounded	Actual	By Charge	Clearance By Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
8840 0391 Firearms Act - Other Activities	1	0	1	0	0	0.0%	0 0	0 0	0
	1	0	1	0	0	0.0%	0 0	0 0	0

Violation group - Other Criminal Code - Other Criminal Code

	Reported	Unfounded	Actual	By Charge	Clearance By Other- wise	Rate	Adult Male Female	Youth Male Female	Not Charged
3410 0010 Failure to comply with condition of undertaking or recognizance / direction in remand order	6	0	6	3	3	100.0%	2 1	0 0	0

Occurrence Stats

**Violation group - Other Criminal Code -
Other Criminal Code**

				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
3410 0025 Breach of Recognizance to Keep the Peace	1	1	0	0	0	0.0%	0	0	0	0	0
3430 0010 Disturbing the peace/Causing a disturbance	2	0	2	0	1	50.0%	0	0	0	0	0
3490 0010 Trespass at night	1	1	0	0	0	0.0%	0	0	0	0	0
3520 0010 Fail to comply probation order	1	0	1	1	0	100.0%	1	0	0	0	0
3540 0010 Uttering Threats Against Property or an Animal	2	1	1	0	1	100.0%	0	0	0	0	0
3770 0180 Extortion by libel	1	1	0	0	0	0.0%	0	0	0	0	0
3810 0111 Causing damage or injury to animals or birds	1	1	0	0	0	0.0%	0	0	0	0	0
	15	5	10	4	5	90.0%	3	1	0	0	0

**Violation group - Other Criminal Code -
Offensive Weapons**

				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
3375 0010 Possession of weapon for dangerous purpose	0	0	0	0	1	0.0%	0	0	0	0	0
3375 0050 Unauthorized possession of a firearm/prohibited weapon or restricted weapon	2	1	1	1	0	100.0%	1	0	0	0	0
3720 0010 Careless use of a firearm	2	0	2	0	0	0.0%	0	0	0	0	0
	4	1	3	1	1	66.7%	1	0	0	0	0

**Violation group - Other Criminal Code -
Offences Against Morals**

				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
3450 0010 Indecent act	1	0	1	0	0	0.0%	0	0	0	0	0
3455 0060 Child Pornography - Possession	2	0	2	0	1	50.0%	0	0	0	0	1
	3	0	3	0	1	33.3%	0	0	0	0	1

Violation group - National Survey Codes

				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
8999 3057 Prisoners Held	1	0	1	1	0	100.0%	0	0	0	0	0
8999 3058 Prisoners Escorted	1	0	1	1	0	100.0%	0	0	0	0	0
8999 3065 Victim Services Offered - Accepted	5	0	5	5	0	100.0%	1	0	0	0	0
	7	0	7	7	0	100.0%	1	0	0	0	0

Occurrence Stats

Mayor's Report
From 2016/02/01 to 2016/05/08

Violation group - FES - Other FES Statutes				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
6900 0290 Family Orders and Agreements Enforcement Assistance Act - Offences Only	1	1	0	0	0	0.0%	0	0	0	0	0
	1	1	0	0	0	0.0%	0	0	0	0	0
Violation group - Drug Enforcement - Possession				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
4140 0050 Possession - Schedule VIII: Cannabis Marihuana - 30 grams or less	1	0	1	0	1	100.0%	0	0	0	0	0
4150 0010 Possession - Schedule I: Methamphetamine (Crystal Meth)	1	0	1	1	0	100.0%	1	0	0	0	0
	2	0	2	1	1	100.0%	1	0	0	0	0
Violation group - Drug Enforcement - Drug Enforcement Other				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
8840 0001 Controlled Drugs & Substance Act - Other Activities	3	1	2	0	0	0.0%	0	0	0	0	0
	3	1	2	0	0	0.0%	0	0	0	0	0
Violation group - Crimes Against the Person - Sexual Offences				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
1330 0010 Sexual Assault	4	0	4	1	1	50.0%	1	0	0	0	0
	4	0	4	1	1	50.0%	1	0	0	0	0
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
1625 0010 Criminal Harassment	2	0	2	0	2	100.0%	0	0	0	0	0
1626 0040 Harassing communications	4	1	3	0	1	33.3%	0	0	0	0	0
1627 0010 Uttering threats against a person	8	3	5	0	3	60.0%	0	0	0	0	0
	14	4	10	0	6	60.0%	0	0	0	0	0
Violation group - Crimes Against the Person - Offences Related to Death				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
1160 0030 Counsel, or aid and abet to commit suicide- Cause Death	1	1	0	0	0	0.0%	0	0	0	0	0
	1	1	0	0	0	0.0%	0	0	0	0	0

Occurrence Stats

Mayor's Report

From 2016/02/01 to 2016/05/08

Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
1420 0010 Assault With Weapon or Causing Bodily Harm	1	0	1	1	0	100.0%	1	0	0	0	0
1430 0010 Assault	5	1	4	3	2	125.0%	3	0	0	0	0
	6	1	5	4	2	120.0%	4	0	0	0	0
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2140 0011 Other theft under \$5000	25	4	21	1	0	4.8%	1	0	0	0	0
2142 0011 Theft under or equal to \$5000 From a motor vehicle	13	0	13	0	0	0.0%	0	0	0	0	0
2143 0010 Theft under or equal to \$5000 - Shoplifting	2	0	2	1	1	100.0%	1	0	0	0	0
	40	4	36	2	1	8.3%	2	0	0	0	0
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2130 0005 Other theft over \$5000	7	1	6	0	1	16.7%	0	0	0	0	0
2135 0101 Theft of truck	5	0	5	0	1	20.0%	0	0	0	0	0
2135 0105 Theft of other motor vehicle	4	0	4	0	0	0.0%	0	0	0	0	0
	16	1	15	0	2	13.3%	0	0	0	0	0
Violation group - Crimes Against Property - Possession of Stolen Goods				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2153 0010 Possession of property obtained by crime over \$5000	5	0	5	0	1	20.0%	0	0	0	0	0
2156 0010 Possession of property obtained by crime less than or equal \$5000	2	0	2	0	0	0.0%	0	0	0	0	0
	7	0	7	0	1	14.3%	0	0	0	0	0
Violation group - Crimes Against Property - Mischief				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	23	1	22	1	3	18.2%	1	0	0	0	2
	23	1	22	1	3	18.2%	1	0	0	0	2

Occurrence Stats

Mayor's Report
From 2016/02/01 to 2016/05/08

Violation group - Crimes Against Property - Fraud				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2160 0070 Fraud (money/property/security) greater than \$5000	1	0	1	0	0	0.0%	0	0	0	0	0
2160 0075 Fraud (money/property/security) less than or equal to \$5000	6	0	6	3	0	50.0%	3	0	0	0	0
2160 0340 Fraud through mails	1	0	1	0	0	0.0%	0	0	0	0	0
	8	0	8	3	0	37.5%	3	0	0	0	0
Violation group - Crimes Against Property - Break and Enter				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2120 0010 Break and Enter - Business	12	0	12	1	0	8.3%	1	0	0	0	0
2120 0020 Break and Enter - Residence	8	0	8	0	0	0.0%	0	0	0	0	0
2120 0030 Break and Enter - Cottage or Seasonal Residence	1	0	1	0	0	0.0%	0	0	0	0	0
2120 0040 Break and Enter - Other	3	0	3	0	0	0.0%	0	0	0	0	0
	24	0	24	1	0	4.2%	1	0	0	0	0
Violation group - Crime Prevention/Community Based				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
8830 0010 Crime Prevention	7	1	6	0	1	16.7%	0	0	0	0	0
	7	1	6	0	1	16.7%	0	0	0	0	0
Violation group - Common Police Activities - Related Police Activities				Clearance			Adult		Youth		
	Reported	Unfounded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
8550 0020 Abandoned Vehicles	2	1	1	0	0	0.0%	0	0	0	0	0
8550 0030 Suspicious Person/ Vehicle/ Property	37	2	35	0	0	0.0%	0	0	0	0	0
8550 0040 Animal Calls	4	0	4	0	0	0.0%	0	0	0	0	0
8550 0050 False Alarms	51	0	51	0	0	0.0%	0	0	0	0	0
8550 0060 Items Lost/Found - except passports	11	0	11	0	0	0.0%	0	0	0	0	0
8550 0140 Breach of Peace	7	1	6	0	0	0.0%	0	0	0	0	0
8550 0170 J & M Div Only - False/Abandoned 911 Call	1	0	1	0	0	0.0%	0	0	0	0	0
	113	4	109	0	0	0.0%	0	0	0	0	0

Occurrence Stats

Mayor's Report
From 2016/02/01 to 2016/05/08**Violation group - Common Police Activities -
Information Files**

	Reported	Unfounded	Actual	Clearance		Rate	Adult		Youth		Not Charged
				By Charge	Other-wise		Male	Female	Male	Female	
8535 0010 Information File	4	0	4	0	0	0.0%	0	0	0	0	0
	4	0	4	0	0	0.0%	0	0	0	0	0

**Violation group - Common Police Activities -
Assistance to General Public**

	Reported	Unfounded	Actual	Clearance		Rate	Adult		Youth		Not Charged
				By Charge	Other-wise		Male	Female	Male	Female	
8545 0130 Assistance to General Public	6	0	6	0	0	0.0%	0	0	0	0	0
8550 0080 Person Reported Missing	1	0	1	0	0	0.0%	0	0	0	0	0
8550 0090 Property Check	4	0	4	0	0	0.0%	0	0	0	0	0
8550 0101 Request to locate individual	1	0	1	0	0	0.0%	0	0	0	0	0
8550 0121 Peace Bonds	1	0	1	0	0	0.0%	0	0	0	0	0
8550 0190 Wellbeing Check	1	0	1	0	0	0.0%	0	0	0	0	0
	14	0	14	0	0	0.0%	0	0	0	0	0

**Violation group - Common Police Activities -
Assistance Files**

	Reported	Unfounded	Actual	Clearance		Rate	Adult		Youth		Not Charged
				By Charge	Other-wise		Male	Female	Male	Female	
8545 0020 Assistance to Canadian Provincial/Territorial Dept/Agency	3	0	3	0	0	0.0%	0	0	0	0	0
8545 0030 Assistance to Non-Government Canadian Agency	3	0	3	1	0	33.3%	1	0	0	0	0
8545 0040 Assistance to Canadian Police (non-RCMP) Agency	5	0	5	0	1	20.0%	0	0	0	0	0
	11	0	11	1	1	18.2%	1	0	0	0	0

Totals

	Reported	Unfounded	Actual	Clearance		Rate	Adult		Youth		Not Charged
				By Charge	Other-wise		Male	Female	Male	Female	
	569	26	543	113	35	27.3%	68	27	1	1	4

Town of Sedgewick - Council Committee Reports to May 26th, 2016 - ADDITION

Mayor P. Robinson reported attendance to the following:

Rural Transportation Information Session, April 25th, 2016, Camrose:

- It was established that typical users of any system would be seniors, disabled;
- The existing bus service model in Ontario works with heavy subsidizing from various stakeholder groups and charities;
- It was established that many seniors with dementia or other physical maladies are unwilling to use unassisted transport;
- A committee will be formed to further investigate. I was invited to sit on this committee and have informed them that Council will make that decision;
- My opinion is that this is a very nebulous initiative and will be evolving, if at all, over a long time as education of the public would be necessary for a buy-in from same, which would be essential for any hope of success.

Municipal Governance Course, May 5th - 6th, 2016, Nisku:

- It is clear that a high level of dysfunction appears to be prevalent in many municipalities, judging by those represented;
- It is equally clear that the Municipal Government Act (MGA) overhaul is vital and that there must be “teeth” put into it to be effective;
- Long story short for clarity: It is also very clear to me that education of elected officials is vital for their success. I therefore would like to discuss our municipality developing an “Education Policy” to provide opportunities within our budget process for education of our elected officials.

Town of Sedgewick Public Works Report – Period Ending May 26th, 2016

An update on public works activities up to May 26th, 2016.

- General duties and activities.
- Water supply to the lake and trailer dump has been turned on.
- Parts have been ordered for three (3) fire hydrants requiring immediate attention.
- The new tractor and rough cut mower have been delivered and are in use.
- Main Street Park: sprinkler system is turned on; dead trees will be replaced, pergola painting slated for the next couple of weeks pending weather conditions.
- Annual flushing of hydrants has been completed – one hydrant was not working that has since been replaced.
- Painting the rail fence around the golf course is slated for warmer weather.
- As a follow up from the April 21st, 2016 meeting additional signage has been ordered and shall be installed near the Lion's Playground as advised by the County Peace Officer. An additional playground zone sign and 30KM sign was required.
- Repairs are underway on the men's hard ball bleachers.
- Brent and I completed a Ground Disturbance course on May 5th, 2016.
- Attended a Regional Public Works Meeting in Forestburg on May 12th, 2016; meeting notes attached.

Attachments:

1. May 12th, 2016 – Public Works Meeting Notes

26-May-16
Mayor

26-May-16
CAO

Regional Public Works
Meeting Notes – May 12, 2016
Held in Forestburg

Attendance:

Amanda Howell	Village of Heisler	administration@villageofheisler.ca
Cal Macahonic	Village of Heisler	publicworks@villageofheisler.ca
Kim Borgel	Town of Killam	cao@town.killam.ab.ca
Leslie Heck	Flagstaff County	lheck@flagstaff.ab.ca
Darrell Szott	Flagstaff County	dszott@flagstaff.ab.ca
Rod Krips	Town of Daysland	rod.krips@daysland.ca
Cody Mayne	Town of Daysland	cody.mayne@daysland.ca
Sandy Otto	Town of Hardisty	sandy@hardisty.ca
Michael Northey	Town of Hardisty	michael@hardisty.ca
Daryl Johnson	Town of Sedgewick	publicworks@sedgewick.ca
Jay Stuckey	Village of Alliance	jstuckey@villageofalliance.ca
Craig Stenlund	Village of Forestburg	water@forestburg.ca
Darcy Roth	Village of Forestburg	water@forestburg.ca
Debra Moffatt	Village of Forestburg / FIP	cao@forestburg.ca

Absent: Village of Loughheed

SCADA System:

- Daysland is not utilizing the system
- Killam primarily uses their main system, regional system is secondary
- Forestburg is currently not utilizing the system because of the new plant
- Heisler is still having issues with false alarms, needs to replace the computer and wants to run on a hand-held app
- Alliance thought it was understood from the beginning that we would start with monitoring and then move on to control once the system had proved itself reliable, which it hasn't done yet. The problem they have is that the software is useless for anything else, you can't print a report, you can't review any archived data, the graphs you can print have no scale on the X or Y axis so are useless, there is no help button for instructions on using the software such as setting defaults so the screen doesn't reset after you have it looking the way you want it. The computer generated voice is of such low quality as to be nearly unintelligible.
- General concerns:
 - Computers provided are out-of-date
 - Still having communications issues, although not as much as before
 - Software as installed limits what the operator can do
- Discussion was held as to moving the server to Hardisty:
 - Still feels that the server would be better served if it operated off of a fibre optics internet connection;
 - There may be another internet provider in the area (CCI Wired);
 - Costs approximately \$1,500 for each municipality to connect to fiber optics;

- Monthly fees would be approximately \$9/mbp
- If fibre optics is installed in the municipal offices a communications line would need to be run to the plant (DSL lines will work)
- All computers should be removed from the plants and placed in the office or the shop to avoid humidity issues
- Hardisty will be going live with fibre optics in the next 30 days
- Issues needing clarification:
 - IT contract – first proposals seemed expensive, may need to look at other providers
 - Cost of move and upgrade of server – Sandy Otto will provide clearer numbers to the CAO group with justification for the move.

Recommendation to CAO Group for FIP – relocate the server to Hardisty in order to provide a stable internet connection for the server through fiber optics, then to monitor the system as it currently stands for a period of up to one year to see if the move has dealt with communications issues and them to review what changes the operators would like to make to the system so that it becomes a control system as well as a monitoring system.

- Discussion was held as to future plans for the regional system:
 - Need to retain an expert in the field to undertake an inspection of each site and determine:
 - What has been done?
 - Where are we now?
 - What needs to be done?
 - Need to develop both site specific and regional costs for upgrades to the system.
 - Public Works Operators need to be closely involved in this process to ensure that current issues are remedied and that future needs are going to be met.
 - CAOs will be responsible for developing an RFP for the initial review of the system and development of costs for needed upgrades.
 - Daysland recommended that we look into a web-based application, in which case we may not need to have a server. Debra Moffatt will do some research on this and provide information back to the public works group and the CAO group.

Safety Training

- It was recognized that we need to take a regional approach to our safety program and training:
 - A regional safety officer and trainer would be beneficial;
 - Perhaps Flagstaff County would be willing to hire an additional person that could be contracted to the urban municipalities to provide this service;
 - Would provide succession planning for Flagstaff County; and
 - Would provide regional cooperation.
 - Perhaps the urban municipalities would hire a consultant or staff members to act as the safety officer and trainer with costs to be split between participating municipalities.

Recommendation for CAO Group – to approach Flagstaff County with a request that they provide a Safety Officer to the urban municipalities to:

Coordinate of training

Assist with development of safety plans and policies

Perform safety inspections

- Daysland had hired a consultant to update their safety program, Rod Krips will speak to that consultant about providing updated costs on providing the same service to the other municipalities.
- It was recognized that operating a safety program involves a significant amount of paperwork and time, but we need to accept that this is a fact of life and we need to ensure that we have adequately fulfilled our responsibilities as employers and supervisors.
- Over the short term, Debra Moffatt will set up training courses within our region for this year's training requirements:
 - Will be touching base with all municipalities to see what training is required;
 - Will be providing a list of training available online as well as the links;
 - Will be booking training sessions with AMHSA or, if necessary, Safety First from Camrose.

Municipal Infrastructure Mapping

- Sedgewick had requested that this item be added to the agenda.
- Some discussion was held on the infrastructure mapping system being undertaken by Killam, Sedgewick, Hardisty and Forestburg.
- Some individuals were unaware of the project.
- Cost of project would be prohibitive to smaller municipalities.
- It was determined that the issues brought forward should be dealt with by the municipalities involved and did not need to include others.

Spraying of Dandelions

- Heisler had requested that this be added to the agenda.
- Amanda Howell wanted to know who was used to do weed spraying in the area:
 - Clean Threads (Alliance)
 - Hillaby's (Daysland, Hardisty)
 - Volk Adventures 780-889-3744 (Forestburg)
 - Killam does their own under the Flagstaff County license

Round Table

- Sedgewick
 - Rebuilding of the lodge and an extension of the walking path
 - Had to remove trees by the golf course as they were damaging the path
 - Recommended using screenings rather than asphalt to reduce damage
 - Will be cleaning their lagoons and replacing gates
- Alliance
 - Cleaning lagoon cell
 - Redoing 3rd Avenue but are unsure if they will use, at the very least it will be dust control
 - Flagstaff County mentioned that they used MC30 in Strome and were very happy with the results.
- Killam
 - Installing a lift station at a cost of about \$450,000
 - New Residential subdivision at a cost of about \$750,000 (16 lots)

- Forestburg
 - Paving two blocks of road

Next Meeting

- It was decided to hold a minimum of two meetings per year: Spring and Fall (October)

Next Host

- Daysland agreed to host next meeting

Operators were able to take a tour of the new water treatment plant in Forestburg

I attended the following meetings since the April 21st, 2016 regular council meeting:

April 25th – Residency 2 – The Executive Program

- During the second residency various case studies were assessed regarding organizational management and leadership strategies.

April 29th – New West Partnership Trade Agreement (NWPTA)

- I arranged a meeting with representatives from the Government of Alberta. They presented a detailed overview on the laws, agreements and risks associated with public procurement. The reason for this meeting was to provide more tools for municipalities and clarify their role for public tendering. PowerPoint attached for reference.

May 4th – Pre-Tender Meeting – Pedestrian Trail

- A. Robersshaw, Associated Engineering and I facilitated a mandatory pre-tender meeting for the Pedestrian Trail Project. There were approx. fifteen contractors who attended the meeting; closing date May 10th, 2016.

May 13th – Battle River School Division (BRSD) Conference Call

- On April 11th members from the BRSD attended the Flagstaff Intermunicipal Partnership (FIP) meeting as delegates to discuss the future viability of the school division and concerns regarding declining populations in rural Alberta. The delegates were looking for new ways to attract and promote the division and learn how such objectives could support and align with FIP.

During the conference call I brought forth information regarding the need to train and secure water and wastewater treatment operators. Northern Lake Colleges recently started a live online program – I had spoken with the Dean at a recent conference to see if there was any way to turn this training in to a trade program. This discussion was the first of many to see if there is any opportunity to pilot this program and work towards trade designation.

May 17th – 20th – Society of Local Government Managers (SLGM) Workshop, Kananaskis

- The SLGM hosts and annual leadership workshop for municipal administrators.

I attended sessions on improving communication through social media. The idea behind this session was to positively engage in dialogue through Twitter on a constant basis vs directing conversations to other ports because this is when people dis-engage. The presentation was based on a case study that is not yet completed.

I attended a session offered by Brownlee LLP addressing council and administrative conduct. During this session they presented a recent case study from Fort McLeod where a mayor abused his role, was pulled from all his assigned duties and later sued by the municipality for misconduct.

The core sessions that I attended addressed the art of persuasion, behavior and negotiations.

Year at a Glance – Project Updates

Strategic Goals:

1. Walking trail expansion project and environment revitalization (short term priority #7 in the Strategic Plan)

- Project was awarded on May 12th, 2016 to Border Paving. We've request that the trail be installed and completed by July 1st if at all possible (this does not include tree planting or landscaping as these items will be phased out internally over the summer).
- Encroachment Agreements are still underway.

2. Replace entrance attraction at the intersection of Highway 13 and Secondary Highway 869 (short term priority #5 in the Strategic Plan)

- On April 21st, 2016 council approved a development proposal from russell and russell designs for upgrades to the entrance feature. May 5th was the first official planning meeting. Here is a rough timeline that has been agreed upon by both parties:
 1. May 13th – draft sketch and concept plan
 2. May 25th – preliminary design
 3. June 20th – make any final changes to the preliminary design
 4. June 23rd – finalize design with Council
 5. June 24th – apply for development permit (Alberta Transportation)
 6. July 15th – tender project
 7. August 1 – award project
 8. September 30th – project completion

3. Website Redevelopment (short term priority #5 in the Strategic Plan)

- On April 21st council heard a delegation from Flagstaff County's Economic Development Department in regards to a regional economic development brand. The presentation lead to conversations regarding website upgrades and linking the regional brand into the new municipal website. As a result I was able to better articulate council's desire for future upgrades. I met with C. Fields, 13 Ways and zag creative on May 13th to discuss our next steps moving forward. We will be setting up a meeting with Flagstaff County to look at co-investment options; a proposal from zag will be forthcoming.

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

- An initial planning meeting was held with the Land Committee on February 11th. A second meeting will be held following Council's Strategic Planning Session on June 3rd. The Strategic Planning Session should complement the original MDP review and help the appointed members reflect on the visions of council and recommend necessary planning changes.

2. Update the Intermunicipal Development Plan (IDP) in collaboration with Flagstaff County

- The IDP review meeting will happen in the fall following the completion of the MDP review.

3. Recreation Centre Roof and Heating System Upgrades

- Public Works, Recreation Maintenance Staff and I met with Gateway Mechanical on February 3rd, 2016. Gateway was to develop three different design options for the heating system upgrades. Gateway has not responded or provided any details from this meeting after multiple follow up calls and emails. As a result we have since met with Keith's Refrigeration on March 29th to reassess the project and provide options for the upgrades.

This project seems to be very challenging. Keith's Refrigeration will be back out with a sheet metal contractor during the week of May 16th to finalize his proposal.

4. Sidewalk/curb and gutter replacement on PRT NE8-44-12 W4M

- Two Development Agreements have been prepared for this project; one for the demolition of the Flagstaff Lodge and one for the construction of the new ten unit facility. A few details are being clarified prior to signing. I am negotiating with Alberta Social Housing Corporation regarding curb and gutter replacement requesting that they cover the full expense due to lengthy distractions and three points of access for service. Negotiations have been well received to date.

5. Fire Hydrant Replacement Program

- No action taken to date

6. Installation of a back-up generator at the Water Treatment Plant (WTP) with possible building addition

- Public Works and I have reassessed the WTP building addition. Although there is a need for the addition we do not have the resources at this time to complete the addition.
- Stantec is finalizing the generator tender package. The Town must work with Stantec for programming the generator into our PLC's. The fire pump must also be replaced. These additional projects are beyond the original scope provided by Stantec therefore they are revising their proposal.
- A backup generator and the fencing of our WTP site were identified as a number one priority in the Town's Drinking Water Safety Plan. To ensure we meet these goals we are working diligently to have the generator installed and operational in 2016.
- Stantec provided a follow-up proposal for this project that seems unreasonable. I am back to negotiating on the design, fees and necessary upgrades. If I am unable to make headway we may need to consider working with a new engineering company.

7. Lagoon Dredging and Manhole Replacement

- Associated Engineering prepared a final assessment and recommendation for lagoon dredging and manhole replacement. This assessment is included on the agenda as a business item.

8. GIS Mapping System

- This is an ongoing process. DGE will be out in May to do a final review of Phase I. As discussed previously, Sedgewick completed Phase I and II and will be working on III throughout 2016. Phase III will include Sedgewick Lake Park and the Sedgewick Cemetery along with various field applications to support public works maintenance and future asset management.

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**
 - Phase II is underway – no update since the April 11th, 2016 FIP meeting.

Other:

- 1. Installation of the Sedgewick Community Spray Park Project**
 - Fundraising underway – no further action taken to date.

Town of Sedgewick - CAO Report – Period Ending May 26th, 2016

General daily function updates:

(12) Administration

Finalization of budget and mill rates.

Parade schedule – in the past Sedgewick made their presence at surrounding parades. I will obtain a parade schedule and circulate it at the meeting; typically, councillors drive the float

We did not budget float upgrades as a result of rebranding; discussion required.

(23) Fire

- A province wide fire ban was issued on May 5th as a result of the Fort McMurray fires. Urban communities were exempt from the fire ban however after assessing the risk it was important to support the fire ban due to an increased risk of liability. Every municipality in Flagstaff excluding Killam also adopted the provincial ban. Public safety was our main priority; although urban conditions are not as volatile as forested areas the risk was too high to be ignored.

The fire ban was removed on May 20th, 2016.

(24) Disaster Services

- The Director and Deputy Director of Emergency Management (DEM, DDEM) attended Incident Command System (ICS) 200 training in Hardisty May 3rd – 4th as instructed by Alberta Emergency Management Agency. DEM report attached.

(56) Cemetery

- The annual cemetery clean-up took place on April 28th and was a huge success. Approximately ten volunteers showed up and cleaned graves sites, trimmed trees, weeded the prayer garden helped place new benches and waste bins.

(66) Development

Development permits (new) issued:

1. 2016-02	Plan 3825P; Block 6; Lots 1-3	10'x12' shed
2. 2016-04	Plan 3825P; Block 6; Lots 27-28	27'x28' garage
3. 2016-05	Plan 5755S; Block H; Lots 12-14	Exterior upgrades

Demolition permits (new) issued:

1. 2016-03 DEMO	Plan 3825P; Block 6; Lots 27-28	demolish garage
-----------------	---------------------------------	-----------------

PRT NE8-44-12 W4M Update:

- Abatement is underway on the former lodge. Abatement is expected to take 4-6 weeks.
- New build – base prep has begun. Contractors have submitted applications to AT

Attachments:

1. NWPTA PowerPoint – no action required
2. DEM Report – no action required
3. Action Items – no action required

26-May-16
Mayor

26-May-16
CAO

Alberta Public Sector and Procurement

**A Conversation on the Laws, Agreements and
Risks Associated with Public Procurement
(and the tools at your disposal)**

Presentation to MASH Sector – April 29, 2016

Today's Agenda:

- Canadian Competitive Bid Law
- Trade Agreements
- Risks Associated With Public Procurement
- Mitigating Strategies
- Tools for Public Sector Entities

Canadian Competitive Bid Law

Wait...there are laws?



Canadian Competitive Bid Law – What you need to know...

The Queen (Ont.) v. Ron Engineering & Construction (Eastern) Ltd. – the creation of Contract A & Contract B

- Any open tendering process will create two contracts that bind the bidder and the owner...
- Contract A is the contract that comes into existence between a bidder and an owner upon the submission of a compliant bid.
- Contract A governs how the tendering process will occur including, but not limited to, how a bidder can expect their tender response to be evaluated. In the event the owner fails to comply with the terms and conditions set out in the original invitation to tender (i.e., owner deviates from originally described evaluation criteria), the bidder can argue that Contract A was breached.

Canadian Competitive Bid Law – What you need to know...

The Queen (Ont.) v. Ron Engineering & Construction (Eastern) Ltd. – the creation of Contract A & Contract B

- Any open tendering process will create two contracts that bind the bidder and the owner...
- Contract B is the goods and service contract itself, which comes into existence upon the acceptance by an owner of the lowest compliant/highest scoring bid made by the contractor
 - Lowest Compliant if price is the key factor in the detailed evaluation criteria.
 - Highest Scoring if more than just price is being evaluated.

Canadian Competitive Bid Law – What you need to know...

M.J.B. Enterprises Ltd. v. Defence Construction (1951) Ltd. – Award to compliant vendor

- Contract A can only be formed between a procuring authority and compliant bidders (in other words, a procuring authority is contractually obliged through Contract A to accept only compliant bids).
- Only compliant bidders have legal remedies arising from the procurement process as against a procurement authority.
- Bids are only compliant when all mandatory/required criteria previously disclosed in the bid documents have been met.

Canadian Competitive Bid Law – What you need to know...

**M.J.B. Enterprises Ltd. v. Defence Construction
(1951) Ltd. – Contract will be awarded based on
criteria in the tender document**

- Although there exists a duty of fairness there is no duty of care owed by the purchaser to potential suppliers either in the drafting of tender documents or in the conduct of negotiations.
- While purchasers are generally free to select their preferred evaluation criteria, they must fairly follow the procurement criteria they select when evaluating bids.

Canadian Competitive Bid Law – What you need to know...

Martel Building Ltd. v. Canada – Treat all Vendors fairly and equally

- There is a duty owed to treat all compliant bidders fairly and equally, but always with regard to the terms of “Contract A” as set out in the competitive procurement documents.
- The Supreme Court of Canada held that:
 - competitive procurement requirements aren’t negotiable,
 - procuring authorities have the right to reserve privileges and impose stipulations, and
 - there is no duty of care owed in respect of the preparation of competitive procurement documents.

Trade Agreements...

**What Do They Mean to Me as a
Procurement Professional?**



**Trade agreements assist
Procurement teams in
understanding how Government
of Alberta public entities must do
business!**



How many Trade Agreements apply to the MASH Sector right now?

A. 1

B. 2

C. 3

D. 4



Agreement on Internal Trade (AIT)



Government of Alberta

AIT Thresholds:

	Goods	Services	Construction
GoA	\$25,000	\$100,000	\$100,00
MASH	\$100,000	\$100,000	\$250,000

Trade, Investment & Labour Mobility Agreement (TILMA)

Agreement between AB and BC
(Complements AIT, has lower thresholds and less exceptions)



New West Partnership Trade Agreement (NWPTA)

Agreement between AB, SK, and BC
(Starts where previous agreement, TILMA, left off)



TILMA/NWPTA

Thresholds:

	Goods	Services	Construc- tion
GoA	\$10,000	\$75,000	\$100,000
MASH	\$75,000	\$75,000	\$200,000

**The Government of Alberta openly tenders
at the TILMA/NWPTA thresholds**

Commonalities Between Agreements

- Fair, Open and Transparent measures
- Equal treatment for all vendors (Provincial/Territorial, National, and International) in like circumstances
- Specify standards and regulations in terms of results, performance or competence

Commonalities Between Agreements - 2

AIT, TILMA/NWPTA follow non-prescriptive principles of fairness, openness, transparency and non-discrimination.

- You must post at or above TILMA/NWPTA trade agreement thresholds
- You must keep the opportunity open to allow a vendor to find the opportunity, compose a response, and submit it.
- You must establish an evaluation criteria that cannot be altered once the opportunity has closed; you must apply that criteria fairly to all responses.
- You may take into account any number of criteria including, but not limited to: price, quantity, quality, delivery, servicing, capacity of the supplier to meet the requirements...etc.

Common Exceptions Between Agreements

The good news...

Nearly all of the exceptions we see in the AIT are also included in the TILMA/NWPTA!

Exceptions missing in the TILMA/NWPTA:

- Doctors; Dentists; Nurses; Vets;
- Engineers; Accountants; Real Property;
- Magazine/Newspaper Subscriptions; Original Works of Art;
- Various others.

Dispute Resolution

AIT - Provides for consultation followed by formal dispute proceedings before a dispute panel if the complaint is unresolved through consultations

TILMA/NWPTA – Same as AIT however may add monetary awards in the case of non-compliance with a panel report

CETA – Also follows the AIT, however Parties are expected to establish a Domestic Review Procedures that meets minimum requirements set out in the CETA

Bid Protest Mechanism

- Timely dispute avoidance provisions
- Arbitral process accessible by both governments and persons
- Enforceable through monetary penalties

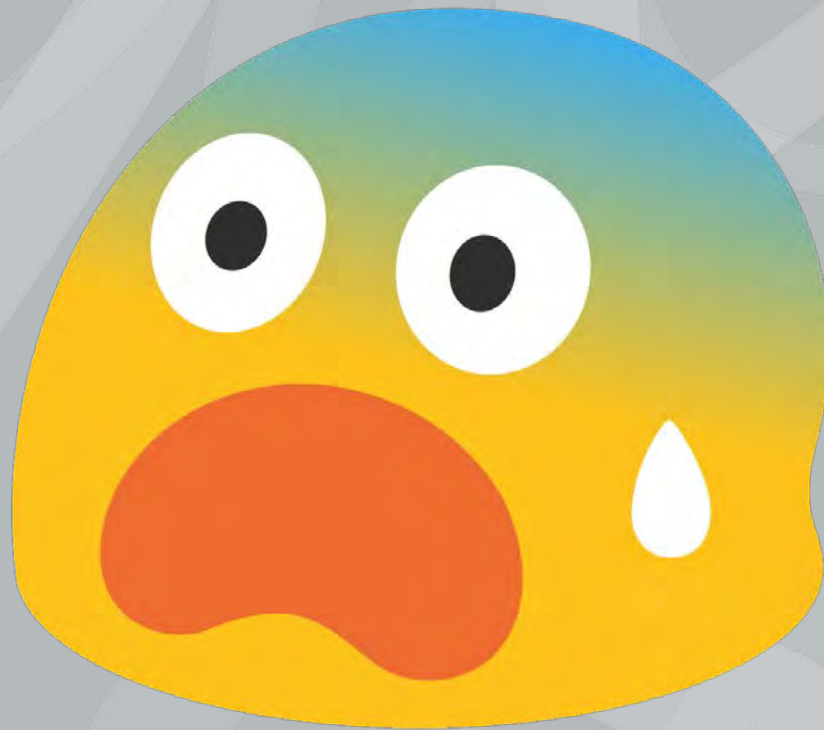
<http://www.newwestpartnershiptrade.ca>

Click on Dispute Resolution, then Bid Protest Mechanism

Upcoming Trade Agreements

- CETA – Canada/European Union Comprehensive Economic and Trade Agreement
- TPP – Trans Pacific Partnership
- Japan
- India
- MERCOSUR Nations

Risks Associated With Open Procurement



Risks Associated With Open Procurement - 1

- No acceptable solution proposed
- No proposals are received
- Lack of qualified proposals received
- All proposals are non-compliant

Risks Associated With Open Procurement - 2

- All proposals exceed the proposed budget
- Vendors challenging the process
- Challenge from unsuccessful Vendor
- Perception of an unfair procurement process

Mitigation Strategies

- there is help!



Mitigation Strategies - 1

- Fair, open and transparent procurement process
- Non-discriminatory procurement process
- Mandatory requirements are clear and concise
- Mandatory requirements reflect a true business need
- No hidden criteria

Mitigation Strategies - 2

- Consider a non-competitive solicitation process in advance of the competitive process
- Consider disclosing project budget
- Ensure expectations are clearly stated
- Clear evaluation criteria and award methodology
- Conduct Vendor debriefs

Tools for Public Sector Entities



Tools for Public Sector Entities

Standing Offer Arrangements

- Corporate Purchasing within Service Alberta has developed a wide range of standing offer contracts on behalf of GoA departments.
- Access to these contracts is provided on request to MASH sector as “Approved Organizations”.

To obtain access, simply send an email to:
corporate.purchasing@gov.ab.ca

Tools for Public Sector Entities

Templates Produced by the Government of Alberta

- Templates have been created by the Contract Centre of Excellence (CCoE) to give public entities a place to start.
- All templates should be vetted by an entity's legal resources prior to using.

<http://www.servicealberta.gov.ab.ca/how-contracts-are-awarded.cfm>

Tools for Public Sector Entities

The GoA Procurement Accountability Framework

- Detailed description (end to end) of the procurement and contracting process
- Identifies mandatory and discretionary aspects of procurement
- Based on industry best practices
- Suitable for use as a Policy and Procedure manual

Tools for Public Sector Entities

Trade Agreement Advisory Services

- Trade Development Office, Procurement Services
- Education, advisory and interpretive services of the procurement provisions of all trade agreements

Contact:

Chelle Busch at: chelle.busch@gov.ab.ca

QUESTIONS??



It's QUESTION TIME!!

Town of Sedgewick – Municipal Emergency Plan Update

An update on the Municipal Emergency Plan (MEP) to May 26th, 2016.

Director of Emergency Management (DEM) Report:

I. Malcolm, DEM and R. DeBock, DDEM attended Incident Command System (ICS) 1-200 training in Hardisty on May 3rd and May 4th, 2016.

ICS 1 - 200 is a follow up to ICS - 100.

ICS is a standardized, on site management system designed to enable effective, efficient, incident management by integrating a combination of facilities, equipment, personnel, procedures and communications operating within a common organized structure.

The ICS is used to manage an incident or a non-emergency event and can be used equally well for both large and small scale events.

Administration Update:

There is a change over from Municipal Emergency Management (MEP) to Community Emergency Management Program (CEMP).

CEMP is an online application that provides planning tools and resources and stores emergency plans allowing easy access and maintenance. Administration will begin to transfer information from the Towns MEP to the CEMP system. Once the transfer of information is completed all parties will be provided with updated CEMPs and access to the online system.

Council Action Items

21-Apr-16

	For	Item	Action Taken	Date Completed
1	Amanda	Follow up with Rick White re: signage near Lion's Playground (CAC meeting follow up)	Left a message with Lisa at FC regarding this.	22-Apr-16
2	Amanda	Letter to RCMP/CAC re: TOS policing priorities.	Letter complete, emailed to Sgt. Devoe, cc'd to TS.	22-Apr-16
3	Amanda	Extend strategic planning day - June 3 full day.		
4	Amanda	Email council update on Rural Transportation Forum.	Complete	22-Apr-16
5	Amanda	Talk to J. Hebert re: CVIP inspection on all fire equipment.	Emailed to set up meeting/CVIP's complete.	22-Apr-16
6	Maxine	Draft ProServe correspondence for boards.		
7	Amanda	Negotiate on banking contract.	Negotiation prepared and discussed with VCU. Mailed and emailed.	22-Apr-16
8	Amanda	Arrange a meeting with Grant and PW to look at the Fire Pump.		
9	Lorna	Issue payment to SLP for the old truck; \$500.	Payment Issued	2-May-16
10	Amanda	Prepare mill rates, if one level of minimum tax prepare at \$900.	In progress	
11	Amanda	Arrange special council meeting for May 12, 4PM.	Emailed calendar invite to council.	22-Apr-16
12	Amanda	Respond to applicant re: denial of Tax Payment Agreement.	Letter complete - mailed to owner, emailed to support worker. Request to WAG for appraisal.	22-Apr-16
13	Amanda	Accept JD proposals for PW equipment.	Complete	22-Apr-16

14	Lorna	Insure new pieces of JD equipment.	Reviewed with LP	22-Apr-16
15	Amanda	Contact r&r design and proceed with upgrades.	Contact made - first planning session completed.	5//4/22
16	Amanda	Letter appointing SDAB members.	Letter complete, mailed and emailed.	22-Apr-16
17	Maxine	Prepare Rail Safety for PR to sign. Post update on social media ports.	Drafted for Review	26-Apr-16
18	Lorna	Draft letter and payment to Sedgewick Archives \$50.	Complete	2-May-16
19	Maxine	Letter to TOK re: vehicle in which to apply for funding.	Draft Prepared for review	26-Apr-16
20	Amanda	Notify K. Cannady of RESC Call of Chair request.	Request emailed, cc'd to BH, GI.	22-Apr-16

Request for Decision (RFD)

Topic: Tax Rate Bylaw #525
Initiated by: Municipal Government Act (MGA), R.S.A. 2000
Prepared by: Amanda Davis
Attachments: 1. Assessment/Taxation Overview – May 26, 2016
 2. 2016 Final Budget Overview
 3. 2016 Final Budget
 4. Tax Rate Bylaw #525

Recommendations:

1. That Council give first reading to Bylaw #525.
2. That Council give second reading to Bylaw #525.
3. That Council have third reading of Bylaw #525.
4. That Council give third and final reading to Bylaw #525.

Background:

Attached is the proposed 2016 Tax Rate Bylaw #525.

One level of minimum tax was applied as directed by the municipal auditor and discussed at council on April 21st, 2016. A minimum tax of \$900 on all vacant and occupied properties is reflected in the levy.

An increase/decrease in mill rates is supported by changes in property assessment. Although the budget reflected an increase in 2016 changes in assessment fully offset the increase (as explained in the attached overview).

Municipal Mill Rates:

Residential Mill Rates	2016	2015	Difference
	7.665	7.7700	<0.105
Commercial Mill Rates	2016	2015	Difference
	8.900	9.8600	<0.96

Properties subject to minimum taxation:

Description	2016	2015	Difference
Residential (occupied)	117	137	<20
Residential (vacant)	21	22	<1
Commercial (occupied)	25	27	<2
Commercial (vacant)	19	20	<1

**minimum taxation changes are a result of property consolidation, development and changes in assessment*

Assessment/Taxation Overview - May 26, 2016 - Tax Rate Bylaw #525

2016 Taxes	Assessment	Taxation	Minimum Occupied	Occupied Totals:	Assessment (VAC)	Vacant	Minimum Vac	Vacant Total:	Combined Totals:
Res/Farm 7.6650	72,400,170	554,947	33,582	588,530	290,450	2,226	16,674	18,900	607,430
Non-Res/Linear 8.900	16,644,320	148,134	13,032	161,166	567,090	5,047	11,155	16,202	177,368
VS			46,614				27,829		784,798

2015 Taxes	Assessment	Taxation	Minimum Occupied	Occupied Totals:	Assessment (VAC)	Vacant	Minimum Vac	Vacant Total:	Combined Totals:
Res/Farm	69,407,160	540,840	48,363	589,203	284,150	2,208	13,192	15,400	604,603
Non-Res/Linear	14,170,480	140,233	12,749	152,982	642,470	6,335	9,084	15,419	168,401
			61,112				22,276		773,004

Residential Difference:	72,400,170	554,947	33,582		290,450		18,900	607,429		
	69,407,160	540,840	48,363		284,150		15,400			
Percentages:	104	103	69		102		123		607,429	177,368
Non-Res/Linear Difference:	16,644,320	148,134	13,032		567,090		16,202	177,368	604,603	168,401
	14,170,480	140,233	12,749		642,470		15,419		100	105
Percentages:	117	106	102		88		105			

2016 Levy Overview:

Residential/Farm	Assessed Value	Muni. Mill Rate	Subtotal	Minimum Tax	Total
20008078 600	54,840	7.665	420.35	479.65	900.00
20013146 800	142,770	7.665	1,094.33		1,094.33
54004577 000	237,000	7.665	1,816.30		1,816.30
54003561 000	377,400	7.665	2,892.77		2,892.77
13010366 700	619,730	7.665	4,750.23		4,750.23

Commercial/Linear	Assessed Value	Muni. Mill Rate	Subtotal	Minimum Tax	Total
20001005 900	95,880	8.9	853.33	46.67	900.00
13010360 800	155,790	8.9	1,386.53		1,386.53
10001596 600	232,840	8.9	2,072.27		2,072.27
13010357 200	342,070	8.9	3,044.42		3,044.42
13010354 500	657,410	8.9	5,850.94		5,850.94

**Town of Sedgewick
2016 Approved Budget**

Overall Municipal Budget:

Revenues:	2016 Budget
Minimum Tax Levy	74,444
AB Education - Residential	171,630
AB Education - Commercial	54,817
Seniors Housing (FRHG)	19,851
Municipal Levy - Linear	11,450
Municipal Levy - Residential	557,174
Municipal Levy - Commercial	140,872
Municipal Levy - Federal GIL	859
Tax Penalties	21,850
Fortis AB Franchise Fees	37,000
Dividend Income	5,000
Royalties Income	2,500
Total Revenue:	1,097,447
Requisitions:	
Planning Requisition	2,300
AB Education - Residential	171,630
AB Education - Commercial	54,817
Seniors Housing (FRHG)	19,851
Total Requisition Expenditures:	248,598
Net Surplus/(Deficit)	848,849
Expenditures:	
(11) Council	(47,000)
(12) Administration	(292,998)
(19) Legislative	(550)
(21) Police	-
(23) Fire	(49,921)
(24) Disaster Services	(1,500)
(26) Bylaw Enforcement	3,375
(32) Public Works	(345,949)
(37) Storm Sewer	(250)
(41) Water	(6,542)
(42) Sewer	75,468
(43) FRSWMA	-
(51) Social Services	(7,285)
(56) Cemetery	(800)
(61) Planning	(1,500)
(63) Economic Development	(20,295)
(66) Subdivision & Land Dev.	(750)
(72) Recreation	(196,629)
(74) Culture	(28,190)
(91) Natural Gas	72,469
Total Expenditures = taxes levied:	(848,847)
Net Surplus/(Deficit)	2

Report Date
5/26/16 10:30 AM

Town of Sedgewick
Final Budget
Scenario 1 - Created with blank amounts

Page 1

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
General Municipal Revenues					
100110 - Tax Levy - Minimum Municipal Tax	83,576		74,444	74,444	100.00-
100111 - Tax Levy - ASFF - Residential	163,937	163,726	171,630	7,904	4.83
100112 - Tax Levy - ASFF - Non-Residential	52,850	53,169	54,817	1,648	3.10
100113 - Tax Levy - Seniors' Housing	19,255	19,255	19,851	596	3.10
100114 - Tax Levy - Linear Assessment	14,481	16,870	11,450	(5,420)	32.13-
100115 - Tax Levy - Residential Assessment	540,804	602,359	557,174	(45,185)	7.50-
100116 - Tax Levy - Commercial Assessment	132,273	151,865	140,872	(10,993)	7.24-
100201 - Federal G.I.L.	960	1,000	859	(141)	14.10-
100510 - Penalties And Costs	18,000	31,452	21,850	(9,602)	30.53-
100530 - Fortis AB Franchise Fee	34,173	32,005	37,000	4,995	15.61
100551 - Dividend Income	5,000	422	5,000	4,578	###.##
100552 - Royalties Income	2,500	2,951	2,500	(451)	15.28-
100920 - HTA Fines	2,000	1,448		(1,448)	
111840 - Provincial Grant - Operating			6,000	6,000	100.00-
Total General Municipal Revenues:	1,069,809	1,076,522	1,103,447	26,925	
General Administration					
112210 - VCU Interest	19,000	22,694	20,500	(2,194)	9.67-
112410 - Misc. Admin. Rev.	2,000	9,457	3,500	(5,957)	62.99-
112560 - Bdlg/Land Rental	6,600	6,535	9,400	2,865	43.84
112561 - Machine Rentals (Copies/Fax)	125	96	125	29	30.21
112840 - Provincial Grant - Operating			21,280	21,280	100.00-
112845 - Cond. Operating Grant (MSP)			59,340	59,340	100.00-
112920 - Drawn From Operating Reserves			5,800	5,800	100.00-
121840 - MSI Operating - Policing			1,716	1,716	100.00-
Total General Administration:	27,725	38,782	121,661	82,879	
Fire And Prevention Services					
123410 - Fire Fees Charged	7,680	3,440	7,680	4,240	123.26
123412 - Misc. Fire Revenues	6,000	3,153	6,000	2,847	90.29
123590 - County Agreement	10,000	6,667	7,500	833	12.49
123592 - County Operating Grant	23,779	23,757	19,455	(4,302)	18.11-
Total Fire And Prevention Services:	47,459	37,017	40,635	3,618	
Disaster & Emergency Services					
124840 - Prov. Disaster Services Grant			3,500	3,500	100.00-

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124920 - Transfer from Reserves	10,000				
Total Disaster & Emergency Services:	10,000		3,500	3,500	
Ambulance Services					
By-Laws Enforcement And Other					
126510 - Municipal BEO Fines	225	75	225	150	200.00
126521 - Permits - Bldg., Gas, Electric, Plumbing	3,000	799	1,500	701	87.73
126522 - Hawkers/Pedlar License	350	350	350		
126525 - Animal Licenses	1,500	1,683	1,500	(183)	10.87-
Total By-Laws Enforcement And Other:	5,075	2,907	3,575	668	
Roads, Streets, Walks, Lights					
132232 - Misc. PW Revs	500	950	500	(450)	47.37-
132550 - FGTF/NDCC Interest		50,000		(50,000)	
132561 - Machine Rentals	4,000	3,616	4,000	384	10.62
132890 - FGTF/NDCC Grant		50,000		(50,000)	
132920 - Tfr. From Reserves	22,000		18,000	18,000	100.00-
132921 - Transfer from Capital Reserves			15,000	15,000	100.00-
Total Roads, Streets, Walks, Lights:	26,500	104,566	37,500	(67,066)	
Storm Sewers And Drainage					
Water Supply And Distribution					
141410 - Sale Of Water	110,000	110,335	106,000	(4,335)	3.93-
141510 - Water Penalties	500	770	600	(170)	22.08-
141590 - Bulk Water Revs	6,000	2,582	2,500	(82)	3.18-
141820 - Water Infrastructure Renewal	62,208	61,801	61,500	(301)	0.49-
141825 - Water Meter Replacement Reserve	23,220	23,181	23,000	(181)	0.78-
141920 - Tfr From Reserves	150,000		100,000	100,000	100.00-
Total Water Supply And Distribution:	351,928	198,669	293,600	94,931	
Sewage Service And Treatment					
142410 - Sewer Service Fees	120,000	120,793	120,000	(793)	0.66-
142510 - Sewer Penalties	400	430	400	(30)	6.98-
142820 - Sewer Infrastructure Renewal	52,650	52,003	51,700	(303)	0.58-
142920 - Transfer from Reserves			110,000	110,000	100.00-
Total Sewage Service And Treatment:	173,050	173,226	282,100	108,874	

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Garbage Collection & Disposal					
143410 - Collection And Disposal Fees	137,826	137,745	139,035	1,290	0.94
143510 - Garbage Penalties	400	505	500	(5)	0.99-
143590 - Other Revenue		9	100	91	###.##
Total Garbage Collection & Disposal:	138,226	138,259	139,635	1,376	
Family & Community Support					
151930 - Contrib. from Operating Reserves			5,145	5,145	100.00-
Total Family & Community Support:			5,145	5,145	
Cemetery					
156410 - Plot Sales	600	400	600	200	50.00
156415 - Memorial Book Sales	100		100	100	100.00-
156510 - Goods & Services	550	2,100	500	(1,600)	76.19-
Total Cemetery:	1,250	2,500	1,200	(1,300)	
Municipal Planning & Zoning					
161840 - Grants - MSI			3,200	3,200	100.00-
163800 - Economic Development Activities		1,000	38,500	37,500	###.##
163840 - Conditional Grant - Provincial	2,000	2,000		(2,000)	
Total Municipal Planning & Zoning:	2,000	3,000	41,700	38,700	
Subdiv. Land And Developments					
166940 - Contrib. from Capital	1,609,430				
Total Subdiv. Land And Developments:	1,609,430				
Recreation/Parks Facilities					
172410 - Recreation Land Rental	500	500	500		
172540 - Rec.Subdivision Reserve Int.		26		(26)	
172842 - S.T.E.P. Grant		1,428		(1,428)	
172846 - Provincial - MSI Operating	25,000		15,000	15,000	100.00-
172920 - Tfr. From Reserves	200,000		253,000	253,000	100.00-
Total Recreation/Parks Facilities:	225,500	1,954	268,500	266,546	
Culture: Hall, Library, Etc.					
Gas Production & Distribution					
191410 - Sale Of Gas	473,000	317,777	361,250	43,473	13.68

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191411 - Gas S/C	114,960	93,232	103,680	10,448	11.21
191412 - SKNGS Reserve Fund Income			11,520	11,520	100.00-
191413 - Nat.Gas - Town Facilities	6,000	5,014	6,000	986	19.66
191510 - Gas Penalties	2,000	1,770	2,000	230	12.99
191590 - Gas Install.& Misc. Revs	3,000		3,000	3,000	100.00-
Total Gas Production & Distribution:	598,960	417,793	487,450	69,657	
Revenue Totals:	4,286,912	2,195,195	2,829,648	634,453	
Requisitions					
202740 - WCPA Requisition	1,570	1,571	2,300	729	46.40
202741 - ASFF Non Res	52,850	37,215	54,817	17,602	47.30
202750 - ASFF Res/Farm	163,937	125,376	171,630	46,254	36.89
202751 - Seniors' Housing (FRHG)	19,255	19,255	19,851	596	3.10
Total Requisitions:	237,612	183,417	248,598	65,181	
Council And Other Legislative					
211130 - Clr. - Employer Contrib.	600	733	600	(133)	18.14-
211151 - Clr Fees - Taxable	24,800	24,016	24,200	184	0.77
211152 - Clr Fees - Non-Taxable	12,400	11,410	12,100	690	6.05
211211 - Travel/Subs.	7,400	2,550	8,400	5,850	229.41
211212 - Education	1,500	150	7,000	6,850	###.##
211274 - Insurance	491	491	500	9	1.83
211510 - Council Supplies	500	165	200	35	21.21
Total Council And Other Legislative:	47,691	39,515	53,000	13,485	
General Administration					
212110 - Salaries	163,522	162,436	185,355	22,919	14.11
212120 - Salaries - Prt.Time	3,750	3,657	3,785	128	3.50
212130 - Employer Contrib.	34,021	33,893	36,983	3,090	9.12
212131 - WCB	4,500	5,133	6,500	1,367	26.63
212211 - Travel/Subs.	3,900	4,618	5,600	982	21.26
212212 - Education/Training	5,500	3,908	17,600	13,692	350.36
212213 - Occupational Health & Safety		2,480	8,160	5,680	229.03
212215 - Freight	150	29	150	121	417.24
212216 - Postage	1,400	820	1,100	280	34.15
212217 - Telephone	4,900	5,181	5,280	99	1.91

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212218 - Internet/Website Costs	800	1,318	975	(343)	26.02-
212220 - Advertising, Printing, Etc.	6,000	5,028	9,200	4,172	82.98
212221 - Municipal Memberships	2,800	2,539	6,620	4,081	160.73
212230 - Audit Fees	9,100	(9,000)	9,200	18,200	202.22-
212231 - Assessor	12,360	12,206	12,485	279	2.29
212232 - Legal & LTO	3,500	15,370	6,500	(8,870)	57.71-
212250 - Buildings R&M	1,000	198	500	302	152.53
212251 - Equipment R&M Contracted	7,500	13,503	78,280	64,777	479.72
212274 - Insurance	10,700	10,474	8,300	(2,174)	20.76-
212290 - Other Spec./Prof. Services	500				
212400 - Bad Debts		42		(42)	
212510 - Office Supplies	5,000	6,064	5,000	(1,064)	17.55-
212511 - Janitorial Supplies	750	1,004	1,000	(4)	0.40-
212540 - Electricity	2,000	1,990	2,200	210	10.55
212541 - Natural Gas	900	474	650	176	37.13
212915 - Other Expenses	490	486	520	34	7.00
212961 - Contrib.Office Equip.Reserves	1,000	1,000	1,000		
Total General Administration:	286,043	284,851	412,943	128,092	
Admin. Other - Election					
219150 - Election Officer Fees	400	857	400	(457)	53.33-
219290 - Election Costs	150	150	150		
Total Admin. Other - Election:	550	1,007	550	(457)	
Police Services					
221350 - Flagstaff Constable Contract	6,700	5,363	1,716	(3,647)	68.00-
Total Police Services:	6,700	5,363	1,716	(3,647)	
Fire And Prevention Services					
223120 - Fire Fighter Fees	34,210	17,058	29,330	12,272	71.94
223130 - Employer Contributions	500		350	350	100.00-
223211 - Subs/Km/Misc.	1,250	250	1,580	1,330	532.00
223212 - Education/Training	3,050	5,340	7,070	1,730	32.40
223213 - Occupational Health & Safety	2,750	7,918	2,750	(5,168)	65.27-
223215 - Freight	200	135	200	65	48.15
223217 - Phones/Alarm	5,700	3,156	4,836	1,680	53.23
223218 - Internet Costs	470	449	530	81	18.04
223230 - EMS Regional Dispatch Costs	2,650	2,657	2,800	143	5.38

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223250 - Building R&M (Contractor)	250	34	200	166	488.24
223251 - Machine R&M	1,750	1,840	1,750	(90)	4.89-
223252 - Machine R&M (County)	2,750	2,540	2,750	210	8.27
223274 - Insurance	3,450	3,604	3,460	(144)	4.00-
223350 - Rescue Unit Req.	2,400	1,466	2,400	934	63.71
223510 - Gen. Goods & Services	2,950	8,288	12,250	3,962	47.80
223511 - Vehicle Fuel	600	290	750	460	158.62
223512 - Vehicle Fuel (County)	600	275	600	325	118.18
223540 - Electricity	3,145	2,934	3,400	466	15.88
223541 - Natural Gas	1,340	763	1,050	287	37.61
223762 - Contrib. To Capital	4,000				
223764 - Cont.To Cap. Reserves-Town/County	10,000	10,000	7,500	(2,500)	25.00-
223766 - Transfer to Capital Reserve	5,000	5,000	5,000		
Total Fire And Prevention Services:	89,015	73,997	90,556	16,559	
Disaster & Emergency Services					
224130 - Employer Contributions	100	26	100	74	284.62
224211 - Kms/Subs/Misc.		168	400	232	138.10
224512 - Training/Education	1,400	1,000	4,500	3,500	350.00
224762 - Contrib. To Cap.	10,000				
Total Disaster & Emergency Services:	11,500	1,194	5,000	3,806	
By-Laws Enforcement And Other					
226234 - Animal Control	200		200	200	100.00-
Total By-Laws Enforcement And Other:	200		200	200	
Roads, Streets, Walks, Lights					
232110 - Salaries	99,875	73,552	75,541	1,989	2.70
232120 - Salaries Prt-Time		368	15,300	14,932	###.##
232130 - Employer Contributions	23,676	18,761	17,753	(1,008)	5.37-
232211 - Travel/Subs.	3,500	2,405	3,500	1,095	45.53
232212 - Education/Training	3,800	2,682	3,800	1,118	41.69
232215 - Freight	800	902	800	(102)	11.31-
232217 - Telephone	4,800	3,813	3,780	(33)	0.87-
232250 - Buildings R&M	23,000		19,000	19,000	100.00-
232251 - Machine R&M Contracted	15,000	22,849	22,075	(774)	3.39-
232252 - Streets/Sidewalks/Curbs R&M	30,000	20,235	26,000	5,765	28.49
232274 - Insurance	8,570	7,914	7,000	(914)	11.55-

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232510 - Sm.Equip/Misc.Supplies	8,500	5,211	7,000	1,789	34.33
232511 - Vehicle Fuel	13,500	8,730	7,000	(1,730)	19.82-
232512 - Shop Tools	1,500	1,781	1,000	(781)	43.85-
232540 - Electricity	2,800	2,715	3,300	585	21.55
232541 - Natural Gas	2,500	1,648	2,000	352	21.36
232542 - Street Lites	55,000	50,867	56,100	5,233	10.29
232630 - Equipment Purchases			15,000	15,000	100.00-
232760 - Contrib. - Truck Reserve	7,500	7,500	7,500		
232762 - Contr. To Infrastructure Cap. Res.	10,000	10,000	75,000	65,000	650.00
232769 - Contrib. to PW Building Res.	5,000	5,000	5,000		
232831 - Debenture - Interest	1,500	2,094		(2,094)	
232832 - Debenture - Principle	85,300	84,853		(84,853)	
232920 - Cont To PW Equip.Res	10,000	10,000	10,000		
Total Roads, Streets, Walks, Lights:	416,121	343,880	383,449	39,569	
Airport Services					
Storm Sewers And Drainage					
237251 - Rpr. & Maint.	250	47	250	203	431.91
Total Storm Sewers And Drainage:	250	47	250	203	
Water Supply And Distribution					
241110 - Salaries And Wages	31,848	23,181	24,014	833	3.59
241130 - Employer Contributions	7,892	5,924	5,478	(446)	7.53-
241212 - Education/Training			2,500	2,500	100.00-
241215 - Freight	2,500	4,906	5,000	94	1.92
241217 - Telephone	800	729	800	71	9.74
241218 - WTP Internet	600	600	600		
241235 - Water Meter Reading Fees	3,360	3,360	3,900	540	16.07
241250 - Building R&M	151,000	(3,604)	1,000	4,604	127.75-
241251 - Equipment R&M Contracted	20,000	37,664	135,000	97,336	258.43
241274 - Insurance	4,735	4,614	4,050	(564)	12.22-
241510 - Gen. Goods & Services	7,430	8,560	8,000	(560)	6.54-
241530 - Chemicals	8,000	9,484	9,000	(484)	5.10-
241540 - Electricity	13,000	13,318	15,000	1,682	12.63
241541 - Natural Gas	1,500	1,240	1,300	60	4.84
241765 - Transfer to Capital Reserves	62,205		61,500	61,500	100.00-
241766 - Transfer to Res. - WMF	23,220		23,000	23,000	100.00-

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Total Water Supply And Distribution:	338,090	109,976	300,142	190,166	
Sewage Service & Treatment					
242110 - Salaries	31,798	23,131	24,024	893	3.86
242130 - Employer Contributions	7,892	4,787	5,478	691	14.43
242217 - Telephone/Alarm	1,800	1,501	1,650	149	9.93
242250 - Building R&M	500		500	500	100.00-
242251 - Equipment R&M Contracted	8,400	5,253	7,500	2,247	42.78
242255 - Sewage Lagoon			110,000	110,000	100.00-
242274 - Insurance	1,075	1,051	1,000	(51)	4.85-
242510 - Supplies	500	31	500	469	###.##
242540 - Electricity	4,000	3,270	3,650	380	11.62
242541 - Natural Gas	750	503	630	127	25.25
242930 - Tfr. To Infra.Reserve	52,650		51,700	51,700	100.00-
Total Sewage Service & Treatment:	109,365	39,527	206,632	167,105	
Garbage Collection & Disposal					
243350 - FRSWMA Requisition	131,387	131,387	134,230	2,843	2.16
243510 - General Goods & Services	2,000	747	1,500	753	100.80
243762 - Contrib. to Capital - Landfill Expansion	4,836	4,836	3,905	(931)	19.25-
Total Garbage Collection & Disposal:	138,223	136,970	139,635	2,665	
Family And Community Support					
251350 - FFCS Req.	6,450	6,428	7,285	857	13.33
251356 - Community Resource Officer	5,145	5,142	5,145	3	0.06
Total Family And Community Support:	11,595	11,570	12,430	860	
Cemetery					
256250 - Rpr.& Maint.			500	500	100.00-
256510 - Gen. Goods & Services	500	4,023	500	(3,523)	87.57-
256762 - Contrib. to Capital	1,000	1,000	1,000		
Total Cemetery:	1,500	5,023	2,000	(3,023)	
Mun. Planning & Zoning, Etc.					
261200 - Gen. Services Contr.			3,200	3,200	100.00-
261510 - ARB Costs - LARB, CARB	1,500		1,500	1,500	100.00-
Total Mun. Planning & Zoning, Etc.:	1,500		4,700	4,700	

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Economic Development					
263350 - BRAED Membership	645	487	645	158	32.44
263360 - FIP Membership	5,130	5,659	19,150	13,491	238.40
263510 - Goods & Supplies	4,000	3,744	39,000	35,256	941.67
Total Economic Development:	9,775	9,890	58,795	48,905	
Subdiv. Land And Developments					
266200 - Gen. Service Contr.	1,609,430	19,226	750	(18,476)	96.10-
Total Subdiv. Land And Developments:	1,609,430	19,226	750	(18,476)	
Recreation & Parks Facilities					
272110 - Salaries - Fulltime	86,459	53,649	24,054	(29,595)	55.16-
272120 - Salaries - Prt-Time	16,339	18,691	27,622	8,931	47.78
272130 - Employer Contrib.	23,406	12,874	7,053	(5,821)	45.22-
272211 - Travel/Subs.	1,000				
272212 - Education	1,500	185		(185)	
272217 - Phone/TIFB	900	150		(150)	
272220 - Advert/Promo/Rec	27,000				
272251 - Equipment R&M	500	12	500	488	###.##
272252 - Building R&M	500		500	500	100.00-
272260 - Parks Improvements	201,500	7,080	270,000	262,920	###.##
272274 - Insurance	21,100	20,713	18,100	(2,613)	12.62-
272510 - Gen. Goods & Services	500	15	500	485	###.##
272540 - Electricity	3,000	2,766	3,300	534	19.31
272541 - Rec Centre - Water	3,000	3,027	3,000	(27)	0.89-
272765 - Tfr To Subdivision Rec Reserve		26		(26)	
272769 - Contrib. to Rec Reserves	10,000	10,000	94,500	84,500	845.00
272770 - Grant - Lake Park Operating	750				
272779 - Rec Centre Grant - Ag Society Rent	500		500	500	100.00-
272790 - Grant -Recreation Centre Operating	27,017	63,686	15,500	(48,186)	75.66-
Total Recreation & Parks Facilities:	424,971	192,874	465,129	272,255	
Culture: Hall, Library, Etc.					
274274 - Insurance	4,000	3,928	4,000	72	1.83
274770 - Grant - Library	6,550	6,550	6,550		
274771 - Grant - Hall Operating	6,000	6,000	6,000		
274774 - P.R.L. Req.	6,640	6,625	6,640	15	0.23
274920 - Contribution to Capital - Hall	5,000	5,000	5,000		

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Total Culture: Hall, Library, Etc.:	28,190	28,103	28,190	87	
Gas Production & Distribution					
291110 - Salaries	15,571	15,561	15,872	311	2.00
291130 - Employers Contrib.	3,455	3,507	3,529	22	0.63
291215 - Freight	300	480	300	(180)	37.50-
291216 - Postage	5,000	5,908	6,500	592	10.02
291220 - Advert/Printing	400	430	400	(30)	6.98-
291250 - Gas System R&M	16,330	22,945	21,350	(1,595)	6.95-
291251 - Mach. R&M		1,299	4,000	2,701	207.93
291260 - New Install. Costs	2,700	2,169	3,000	831	38.31
291290 - Taxes/Misc.	8,700	8,940	8,700	(240)	2.68-
291350 - Admin. Costs	73,100	55,180	72,250	17,070	30.94
291510 - Gen. Goods & Services	4,000		500	500	100.00-
291532 - Gas Purch For Resale	365,500	190,443	255,000	64,557	33.90
291541 - Natural Gas	550	722	540	(182)	25.21-
291760 - SKNGS Reserve Fund	11,496		11,520	11,520	100.00-
291762 - Contrib. To Capital	11,496	(10,468)	11,520	21,988	210.05-
Total Gas Production & Distribution:	518,598	297,116	414,981	117,865	
Oper. Contingencies Reserves					
Expense Totals:	4,286,919	1,783,546	2,829,646	1,046,100	
Net Surplus (Deficit):	(7)	411,649	2	(411,647)	

Accounts Printed: 243

Report Date
5/26/16 10:30 AM

Town of Sedgewick
Final Budget
Scenario 1 - Created with blank amounts

Page 11

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
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The 2016 budget was approved at the May 26, 2016 Town Council Meeting.

Mayor

Chief Administrative Officer

Town of Sedgewick – 2016 Tax Rate Bylaw #525

Tax Bylaw No. 525

Being a Bylaw of the Town of Sedgewick to authorize the several rates of taxation to be imposed against assessable property within the Town of Sedgewick for the 2016 Taxation Year.

Whereas the Town of Sedgewick has prepared and adopted detailed estimates of the municipal revenues and expenditures as required at the Council meeting held on December 17th, 2015 and;

Whereas the estimated municipal expenditures and transfers set out in the budget for the Town of Sedgewick for 2016 total \$2,829,646; and

Whereas the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$2,044,849 and the balance of \$784,797 is to be raised by general municipal taxation; and

Whereas the 2016 requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$171,630
Non-Residential	<u>\$ 54,817</u>
Sub-Total	\$226,447
Seniors Foundation	\$ 19,851

Whereas the Council of the Town of Sedgewick is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions, and;

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

Whereas Section 357 of the Municipal Government Act provides that the Minimum Tax Bylaw: “may specify a minimum amount payable as property tax...” and the Town of Sedgewick has resolved to establish a minimum tax;

Whereas the assessed value of all property in the Town of Sedgewick as shown on the assessment roll is:

Residential/Farmland	\$72,690,620
Non-Residential	\$15,791,840
Linear	<u>\$ 1,419,570</u>
Total	\$89,902,030

Now therefore under the authority of the Municipal Government Act, the Council of the Town of Sedgewick, in the Province of Alberta enacts as follows:

- 1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Town of Sedgewick:

	Tax Levy	Assessment	Tax Rate
ASFF			
Residential/Farmland	\$171,630	\$72,690,620	2.3611
Non-Residential/Linear	<u>\$ 54,817</u>	<u>\$17,211,410</u>	3.1849
Total	\$226,447	\$89,902,030	
Senior Foundation			
Residential/Farmland	\$16,050	\$72,690,620	0.2208
Non-Residential/Linear	<u>\$ 3,801</u>	<u>\$17,211,410</u>	0.2208
Total	\$19,851	\$89,902,030	

Town of Sedgewick – 2016 Tax Rate Bylaw #525

General Municipal

Residential/Farmland	\$557,174	\$72,690,620	7.665
Non-Residential/Linear	<u>\$153,179</u>	<u>\$17,211,410</u>	8.900
Total	\$710,353	\$89,902,030	

2. The minimum amount payable as property tax for general municipal purposes shall be:

	Tax Rate	Tax Levy
Vacant Residential	\$900	\$16,674
Vacant Non-Residential	\$900	\$13,203
Occupied Residential	\$900	\$33,582
Occupied Non-Residential/Linear	<u>\$900</u>	<u>\$10,985</u>
Total		\$74,444

3. If any term of this Bylaw is found to be invalid, illegal, or unenforceable by a court or tribunal having the jurisdiction to do so, that term is to be considered to have been severed from the rest of this bylaw, and the rest of the bylaw remains in force unaffected by that finding or by the severance of that term.
4. That this Bylaw shall take effect on the date of the third and final reading.

READ a first time this 26 day of May A.D. 2016.

READ a second time this 26 day of May, A.D. 2016.

READ a third time this 26 day of May, A.D. 2016.

PERRY ROBINSON, MAYOR

AMANDA DAVIS, CAO

Request for Decision (RFD)

Topic: Tax Recovery – Plan 3825P; Block 8; Lot 6
Initiated by: Municipal Government Act (MGA), R.S.A. 2000 S. 418-420
Prepared by: Amanda Davis
Attachments: WAG Files

Recommendations:

1. That a reserve bid of \$13,020 plus GST be placed upon Plan 3825P; Block 8; Lot 6;
 2. That a public auction be scheduled for August 18th, 2016 at 2:00PM at the Sedgewick Town Office;
 3. That the following terms and conditions be placed:
 - a. Payment in the form of cash or a certified cheque
 - b. 10% of the bid must be received on August 18th, 2016 during the public auction with the remaining balance of 90% due payable within fifteen (15) days to the Town.
-

Background:

Municipalities rely on the collection of property taxes to provide services, to make improvements to their infrastructure and to meet their financial obligations. The provincial government recognized municipalities' reliance on property tax revenue, to ensure that everyone who is required to pay municipal taxes do, legislation passed that enables municipality to collect taxes that are due.

Legislation recognized that land and/or property represents a significant, if not the largest investment for most Albertans. Legislation is intended to protect the people's interest in their property; every opportunity is given to the property owner to afford them an opportunity to pay their property taxes. Should property taxes remain unpaid municipalities have authority to enforce payment of legally levied taxes resulting through the tax recovery process.

Current:

Plan 3825P; Block 8; Lot 6 is subject to tax sale pursuant to the MGA. A municipality must receive an appraisal of any property that is to be registered for tax sale. Wainwright Assessment conducted an appraisal and provides the following recommendation:

You replied to this message on 5/03/16 8:26 AM.

From: Gary Barber <garyjbarber@gmail.com> Sent: Mon 5/02/16 3:57 PM

To: Amanda Davis

Cc:

Subject: Market Value Estimate Lot 6, Block 8, Plan 3825P

Message Scanned from a Xerox Multifunction Printer.pdf Certification_.htm

Dear Amanda

In accordance with your request, the above legally described property was inspected May 2, 2016. As of this date the writer is of the opinion the home has no remaining life left, and bare lot lot value applies. Market value is estimated at (6,000 sq.ft. x \$2.17/sq.ft.) \$13,020.

Gary Barber A.M.A.A.
Property Assessor

Section 419 of the MGA states that:

The Council must set,

- (a) For each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale

If the property is sold at public auction, the town will recover all outstanding charges that are on title (pending the sale covers all outstanding debt); if the property does not sell at public auction, the Town must take title of the property. The town may then sell the land, remove the building or whatever may be deemed necessary. An agreement can be made between the municipality and the tenant to pay rent on the land until outstanding charges are cleared. Or, the Town takes title and tenants must vacate the premises; should tenants refuse, a court order must be issued by the municipality vacating the tenants.

Next steps:





1. Set a reserve bid; minimum bid of \$13,020 plus GST
2. Apply condition to the public auction and bid process:
 - a. Time to open the public auction
 - b. What sort of deposit is required and in what form from anyone bidding on the property
3. Set a date for the public auction

Dates:

- June 30th – content to the Gazette
- July 15th – Gazette advertisement
- August 2nd – Ad in The Community Press
- August 18th – Public Auction

SUBJECT PROPERTY PHOTO ADDENDUM



REPORT CRITERIA:		Sale Date	Start: 01/01/2013	End: 05/02/2016	Only Used Sales: Yes
Property Selection by: ALL					
	Roll: 130103760 Alt.Key: 47600 Address: 4601 46 Avenue Area: 2.39 Acres Location: 2 INDUSTRIAL SOUTHEAST Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: BEN;HARRIS	7920787 27 A	Use Sale: Y C of T: 142333037 Sale Date: 10/03/2014 Sale Price: \$65,000		
	Roll: 300033111 Alt.Key: 39600 Address: 4938 52 Street Area: 3,000 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: LET'S ROLL CONSULTING INC.	5755S G 27	<i>81.00 / 89.11</i> Use Sale: Y C of T: 152218469002 Sale Date: 07/18/2015 Sale Price: \$3,000		
	Roll: 520171849 Alt.Key: 7900 Address: 25 McLean Cres. East Area: 16,800 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: THE TOWN OF SEDGEWICK. Purchaser: BRENT;POLEGE	2917TR 17 4B	<i>1.2875 / 89.11</i> Use Sale: Y C of T: 132343735 Sale Date: 10/23/2013 Sale Price: \$21,630		
	Roll: 540035442 Alt.Key: 52300 Address: 35 Bluebird Place Area: 6,316 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: TAYLOR JOSHUA;ROSE	8021829 03 35	<i>2.17 / 89.11</i> Use Sale: Y C of T: 142195594 Sale Date: 06/25/2014 Sale Price: \$13,703		



Request for Decision (RFD)

Topic: Capital Project – Lagoon Upgrades
Initiated by: Public Works
Prepared by: Associated Engineering (AE)/Amanda Davis
Attachments: AE – Manhole Assessment – May 3rd, 2016

Recommendations:

That council direct administration to proceed with manhole replacement and lagoon dredging in accordance with the assessment prepared by Associated Engineering on May 3rd, 2016 and further that an application be submitted to Alberta Transportation's Federal Gas Tax Program in the amount of \$100,000 for the project with the remainder being funded by the lagoon and sewer Reserves.

Background:

Public Works advised that the lagoons required dredging in late 2015. Upon closer review it was noted that the seven (7) existing manholes had severely deteriorated and needed to be replaced.

Three quotes were obtained in 2015/16 for this project and all differed significantly. Upon further review an engineer was contracted to assess the situation and provide a recommendation moving forward.

Current:

Associated Engineering (AE) was contracted at rate of \$2,500 to complete a site visit and assessment of the manholes, review preliminary proposals, back-up materials and make a recommendation; see attached.

Funding Recommendation:

I've spoken with Alberta Transportation (AT) regarding the use of the Towns Federal Gas Tax Fund (FGTF) allocation for this project. Currently, Sedgewick has \$100,000 that is to be spent on a capital project pending application approvals.

The FGTF may not be used on maintenance projects. AT advised that an application could be submitted for manhole replacement as the cost of the manholes exceeds the cost of dredging (dredging is considered maintenance). If the application is successful the majority of the project would be covered by grants.

Revenues:	
FGTF – 2015 Allocation	\$50,000
FGTF – 2016 Allocation	\$50,000
Reserve – Sewer Lagoon	\$10,500
Reserve – Sewer Infrastructure	\$11,900
Total:	\$122,400
Expenditures:	
Engineering Assessment	\$2,500
Project Expense – Dredging/Manhole Upgrades	\$109,000
Project Contingency (10%)	\$10,900
Total:	\$122,400
Difference:	\$0

May 3, 2016
File: 2016-3684

Amanda Davis
CAO
Town of Sedgewick
4818 47th Street
Sedgewick, Alberta
T0B 4C0

Re: SEDGEWICK WASTEWATER LAGOONS

Dear Amanda Davis:

1 BACKGROUND

The Town of Sedgewick was provided with three quotes for cleaning four anaerobic cells and restoring manholes at the Town of Sedgewick's wastewater lagoons site. The quotes provided to the Town were variable in the scope of work and Associated Engineering was engaged to review the relevant information and provide a recommendation for the Town of Sedgewick to proceed forward with the work.

Associated Engineering visited the site on March 18, 2016, to provide a visual inspection of the wastewater lagoons and reviewed the following documentation:

- Quote provided by Taber Solids Control Ltd.;
- Quote provided by Lambourne Environmental Ltd.;
- Quote provided by Aqua Clear Environmental;
- Town of Sedgewick Sewage Treatment Lagoon – Engineering Report (1988);
- As-Built Drawings for the Town of Sedgewick Sewage Lagoons (1976); and
- Town of Sedgewick Sewage Lagoon Construction Specifications (1976).

During discussions with the Town of Sedgewick, concerns were brought-up regarding the need to replace the existing piping corrugated metal pipe (CMP) that connects the lagoons to the manhole structures.

2 ASSESSMENT

2.1 SYSTEM OVERVIEW – INLET AND ANAEROBIC CELLS

The inlet structure for the lagoon is located on the south side of the anaerobic cells and is a 1500mm diameter manhole structure that is fed by a 200mm (8") polyethylene forcemain. Two 250mm (10") CMP outlet pipes extend from the inlet structure that lead to two anaerobic cells to the north east and north west of the inlet structure respectively.

There are a total of six overflow structures located between the anaerobic cells and between the anaerobic cells and the facultative cell to the north of the anaerobic cells. One overflow structure is located between the facultative cell and the storage cell.

May 3, 2016
Amanda Davis
Town of Sedgewick
- 2 -

Figures 1, 2, and 3 show the anaerobic and facultative cells of the lagoons, the overflow structures, and the intake and overflow structure details for the Sedgewick Wastewater Lagoon.

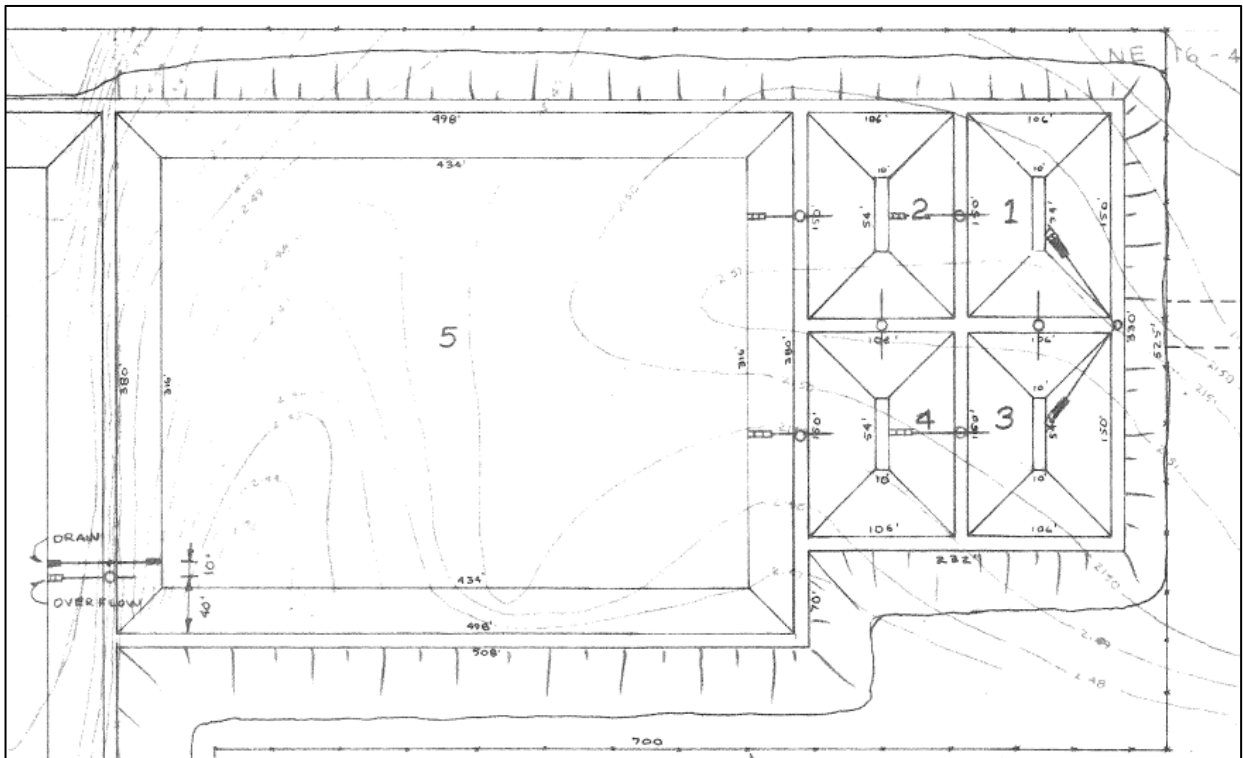


Figure 1: Wastewater Lagoons - Anaerobic and Facultative Cells
(As-Built Drawings (1976))

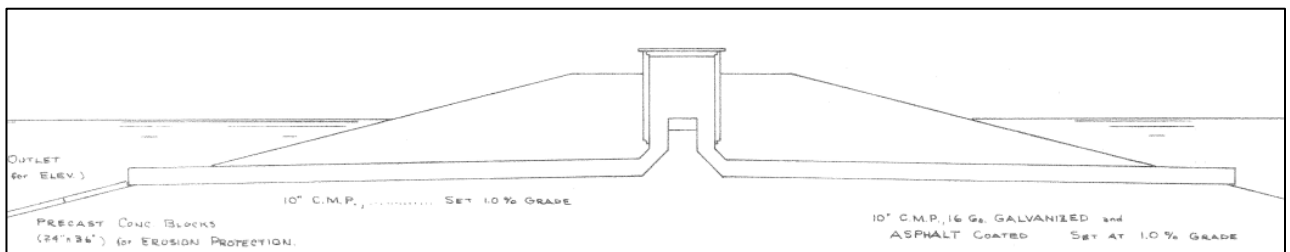


Figure 2: Overflow Structure (total 7)
(As-Built Drawings (1976))

May 3, 2016
Amanda Davis
Town of Sedgewick
- 3 -

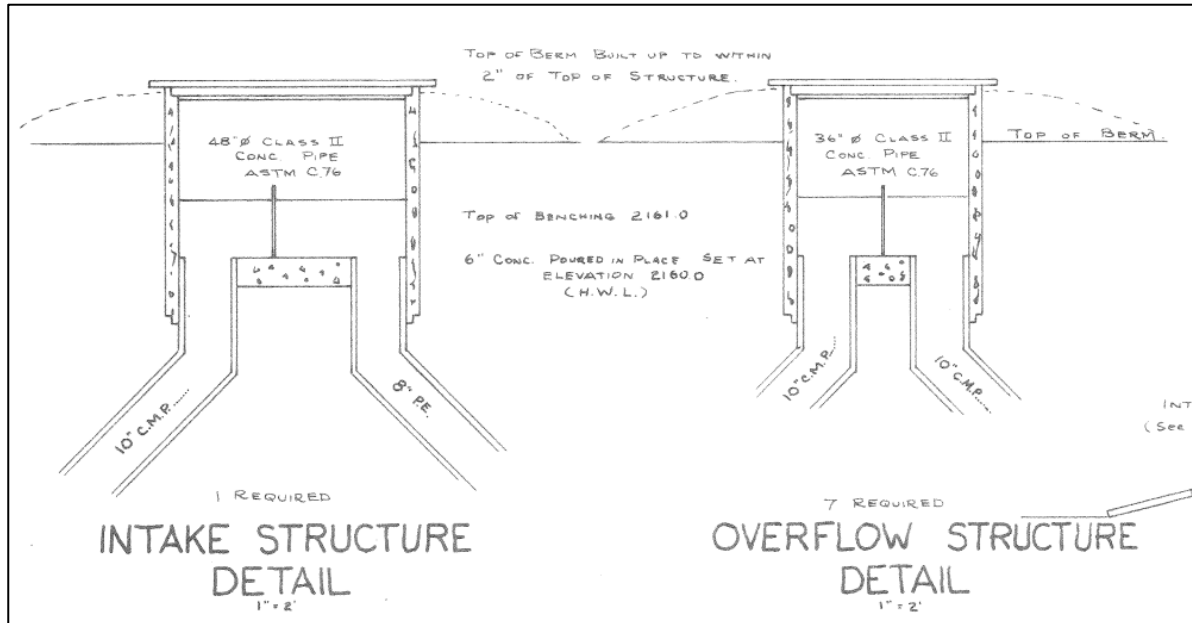


Figure 3: Intake and Overflow Structure Detail
(As-Built Drawings (1976))

2.2 CONTRACTOR QUOTATIONS

The following table provides an overview of the scope of work provided for each of the quotes that were provided to the Town of Sedgewick.

May 3, 2016
Amanda Davis
Town of Sedgewick
- 4 -

Table 1: Quote Summary

Contractor	Scope Summary (abbreviated)	Quoted Cost (excluding GST)
Taber Solids Control Ltd.	Clean four anaerobic cells	\$116,880
Lambourne Environmental Ltd.	Clean four anaerobic cells Replace complete manhole structures for seven 1200mm overflow structures and one 1500mm inlet structure. All new manhole structures would be tied into the existing CMP piping.	\$108,455
Aqua Clear Environmental	Clean four anaerobic cells Replace top ring for seven 1200 mm manhole structures	\$74,000

2.3 SITE OBSERVATIONS

The notes below outline the observations from a visit to the site on March 18, 2016.

Concrete Manhole Structures

- The concrete manhole structures are severely degraded as a result of the continuous exposure to H₂S gas from the wastewater.
- The concrete degradation was not limited to the top ring of the structures and was observed throughout the whole interior of the manhole structures.
- The sluice gate control structures in the manholes were not functional due to the degradation of the concrete.
- Replacement of the full manhole structures would be required to restore the function of the sluice gates.

Inlet and Outlet Piping for Concrete Manhole Structures

- Wastewater covered the inlet and outlet piping in the wastewater manholes and therefore no physical observations were made in regards to the condition of the existing piping.
- The Town's operations staff noted that the top portions of the pipe have been seen when the lagoon levels were drawn down and there was no direct concern with the condition of the piping.

May 3, 2016
Amanda Davis
Town of Sedgewick
- 5 -

2.4 ASSESSMENT

Concrete Manhole Structures

In their current state, the manholes are not able to serve their purpose because the sluice gates are not functional in the deteriorated concrete. Due to the deteriorated state of the concrete in the manhole structures, it is recommended that the manholes are replaced.

Inlet and Outlet Piping for Concrete Manhole Structures

The piping between the anaerobic cells is 250 mm (10") galvanized 16 G corrugated metal pipe (CMP) with an exterior asphalt coating. Galvanized CMP piping is typically designed for a 50 year service-life horizon; however, the service life of the pipe is highly dependent on the service environment and exposure to corrosive materials. At the Sedgewick Wastewater Lagoons, the CMP pipe is bedded in clay and is fully submerged in wastewater.

Tools exist to predict the service life of CMP piping which can be estimated based on the resistivity and pH of materials on the interior and exterior of the pipe. From the previous studies, no specific data exists to provide the exact resistivity and pH of materials at the site and therefore, the life expectancy of the material could be highly variable (from 40 years to 100 years).

Based on discussions with the Town staff, there are no reasons to assume that the soils have highly corrosive properties that would shorten the lifespan of the pipe materials. Piping in wastewater systems can experience aggressive rates of deterioration when exposed to H₂S gas; however, the piping for the inlet and outlets in this case are kept submerged and are not exposed sewer gasses that would accelerate deterioration of the pipe. The pH of municipal wastewater is typically around 7 which would not result in premature deterioration of the pipe.

Without having any records of issues (leaks or performance issues) with the pipe and without any visual confirmation that the pipe has deteriorated, the replacement of the CMP pipe is not considered to be a high priority at this time. It is recommended that visual inspection of the pipe be undertaken when water levels are lowered to confirm the condition of the pipe. The exterior of the pipe should also be exposed to ensure that the exterior condition of the pipe is acceptable.

May 3, 2016
Amanda Davis
Town of Sedgewick
- 6 -

3 RECOMMENDATIONS

Based on the review of the quotes and the conditions of the infrastructure at the Sedgewick Wastewater Lagoons, the following are the recommendations to proceed forward.

- It is recommended that the concrete manhole structures are replaced for the seven overflow structures and one inlet structure to restore the structural integrity of the structures and to restore the function of the sluice gates.
- The replacement of the galvanized CMP piping is not considered to be a critical priority for replacement at this time.
- The quote provided to the Town by Lambourne Environmental is a good representation of the scope of work that is recommended at the lagoon site. The scope from Lamborne Environmental includes cleaning of the anaerobic cells and replacement of manhole structures.

Yours truly,



Andrew Robertshaw, P.Eng.
Manager, Red Deer

AR

Attachments: Quote provided by Taber Solids Control Ltd.;
Quote provided by Lambourne Environmental Ltd.;
Quote provided by Aqua Clear Environmental;

May 11, 2015

Town of Sedgewick
P.O. Box 129
4818-47 Ave.
Sedgewick, Alberta
TOB 4C0

Attention: Darrell Johnson
Email: Publicworks@sedgewick.ca

Re: Sewage Lagoons

Dear Darrell;

Darrell, please find enclosed our report and proposal as per our site visit to your sewage lagoons on Thursday May 7, 2015.

Your lagoons are approximately 150 X 150 feet square.

Lagoon # 1 - South East, East Side

- ❖ Approximately 8 feet deep, approximately 5 feet of settled sludge
- ❖ 1 to 2 feet suspended sludge.

Lagoon # 2 - South East, West Side

Lagoons 3 & 4 - Northeast West and East

- ❖ All three of these lagoons are similar, approximately 8 feet deep.
- ❖ Approximately 3 to 4 feet settled sludge.
- ❖ 1 to 2 feet suspended sludge.

Darrell, it is my opinion that all 4 cells need service.

Our guesstimation is that to remove solids on all 4 cells would take a maximum of 15 Days. If we complete the job early you only pay for the days worked.

Taber Solids Control will supply the following equipment and personal to remove solids from these lagoons:

- (2) SFB 200 Centrifuges c/w Stands & Pumps
- (1) Gorman Rupp Water Pump c/w Foot Valve (Remote Control)
- (1) Polymer Tanks c/w Remote Control
- (3) 8' X 20/30' Matts
- (1) 300 kw Lite Plant
- (1) 3000 Litre Fuel Cell
- (1) Pirahana Pump/Platform and Remote
- (1) 11 X 30 Shale Tank
- (1) Shear Pump
- (1) Front End Loader
- (1) 12' Alum. Boat
- (1) 8 X 15 Shear Tank c/w Prefabs and Tarps
- (1) Porta Potty
- (1) Daily Polymer Costs
- (1) Daily Diesel Costs
- (2) Field Service Technicians, 12 hours a day (5 days a week) including lodging, subsistence, and company vehicles.
- (1 Lot) All necessary hose, pipe, valves, fittings, floats and water safety equipment

	Total Day Rate	6,560.00
Propose 15 days (6,560.00 X 15 Days)		98,400.00
Mobilization		<u>18,480.00</u>
	Total Cost (GST not included)	116,880.00

No charge for set-up and tear-out as it is included in first and last day charges.

*** Prices Valid For 60 Days

This should cover all charges. In the event of wet conditions there may be an extra charge for the matting.

I feel it would be in your best interest to de-reed the lagoons.

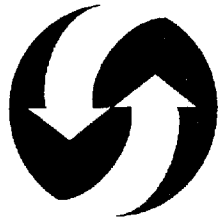
I have calls out to people trying to gain information on your crumbling manhole problem. I will let you know as soon as I hear something.

Thank you for the opportunity to submit our quote on your desludging needs. If you have any questions or concerns, please feel free to contact me at your earliest convenience.

Regards

Fred Netter
Business Development Manager
Cell: (780) 868-8085
Email: fred@tabersolidscontrol.com

FN/lis



LAMBOURNE ENVIRONMENTAL Ltd.

51, 37337 Burnt lake Trail, Red Deer County T4S 2K5 Ph. (403) 348-8298 Fax (403) 348-8290

February 17, 2016

Town of Sedgewick

Box 129

Sedgewick, AB

T0B 4C0

Attn: Amanda Davis

Re: Sedgewick Lagoon Cleaning and Rehabilitation

Dear Amanda;

Thank you for allowing us to provide you with a quote to clean out the four anaerobic cells at the Sedgewick WWTP, remove the vegetation and replace the valve structures.

We have provided pricing for new pre-cast crossover and inlet structures as the existing structures are deteriorated to the point that repair was not deemed to be a satisfactory solution for the long term.

The assumption was made that the bulrushes and vegetation from the perimeter of the cells would be removed and dumped on site in the location designated by your public works staff. The sludge removed from the cells would be transferred to the designated holding area in the large north lagoon.

1. Lagoon cleaning

We would remove the vegetation prior to mixing the sludge in the cells. Once the vegetation is removed, we will mix up the cells and transfer the material to the large north cell via a temporary pipeline. Using one of our 52' agitator pumps we aggressively stir up the cell being emptied. This creates a more homogeneous product, breaks up the solids, and dilutes the solids to a manageable, pumpable state.



Above is a picture of one of our tractor powered lagoon pumps.

2. Structure Replacement

From our site visit, there were 7 - 1200 mm crossover structures that were identified as needing to be replaced, as well as the 1500 mm inlet structure. Once the lagoons are cleaned out, or at least the water level lowered below the level of the crossover structures, the old structures can be removed and the new structures installed and tied into the existing piping. The pricing does not include any piping replacement, and assumes that the existing lines will be in sound enough condition to allow for tying into the new structures. The structures include the sluice gate and new hatches, and all internal benching.

When the inlet structure is replaced, bypass piping will be set up to allow the incoming wastewater to be directed to one of the anaerobic cells.

3. Cost

- Lagoon sludge cleaning and transfer to holding area, vegetation removal and hauling on site.
\$34,150.00
- 7 New Pre-cast Crossover structures installed and tied in, old structures removed
\$63,525.00
- 1 New Pre-cast Inlet Structure installed and tied in, old structure removed
\$10,780.00

Total

\$108,455.00+GST

The above price includes mob/demob, all labour and equipment costs.

Thank you for allowing Lambourne Environmental Ltd. to quote on this project. Please do not hesitate to contact me at (877) 340-8298 or (403) 348-3208 if you require any further information or clarification.

Yours truly,
Lambourne Environmental Ltd.



Blair Benn
Sales Manager
403-348-8298 office
403-348-3208 mobile

**Aqua Clear Environmental
Whitecourt, Ab
780-778-3210**

Email: aquaclearenvironmental@gmail.com
Web Site: www.aquaclearenvironmental.com
Cell: Trent -780-778-9304
Vic -780-778-1447

To: Town of Sedgewick
Re: Lagoon Cleaning
Phone: 780-384-3911
Fax:
Email:

March 3, 2016

We are pleased to provide you with a total price of \$74,000.00 +GST for the requested work on your sewage lagoon system. This price includes the following:

- Clean the 4 cells in the system (pump to drying bed)
 - Cattail removal on 4 anaerobic cells
 - Replace 7 manhole structures(Top Ring of manholes) (materials supplied by Aqua Clear)
 - Mobilization/Demobilization
 - Subsistence
-
- **Pricing for manhole structure replacement is \$14,000.00**
 - **Pricing for desludging and mob/demob is \$60,000.00**
-
- Any questions please feel free to call at any time

Sincerely,

Trent Goudreau

Request for Decision (RFD)

Topic: AMSC – Energy Contract Extension
Initiated by: Contract/AMSC
Prepared by: Amanda Davis
Attachments: 1. Alberta Power Market Fundamentals – February 2016
2. Town of Sedgewick – Customer Summary – May 9th, 2016
3. Energy Contract - Existing

Recommendations:

That the Town of Sedgewick extends the existing energy contract with AMSC and TransAlta effective May 26th, 2016 until December 31st, 2021.

Background:

The Town signed a five-year energy contract with AMSC and Trans Alta effective January 1st, 2014. The Town purchases energy from AMSC as they purchase in bulk for municipal partners whereby ensuring we receive the best possible rates.

The agreement that was signed allows the municipality to continually extend the service contract into 2023.

AMSC is recommending that municipalities extend their energy contract as their projections indicate a significant increase in costs by 2030. You can see the projections in the attached summary.

The contract that is held is for power only; distribution and administration fees may not be secured in contracts which results in a fluctuation of fees on an annual basis.

Projected increases in energy cost are caused mainly to the closure of coal plants. Coal plants are expected to be replaced by gas plants over the next five years. The use of natural gas will of course create higher demand resulting in a higher rate for purchase.

Energy prices change every hour on the open market, a pricing sheet from May 9th, 2016 is attached indicating the purchase price for that time and day. An updated summary will be presented at the council meeting.

Current:

The proposed carbon tax will greatly impact the Town's future operating budget and there is no rebate expected for municipalities.

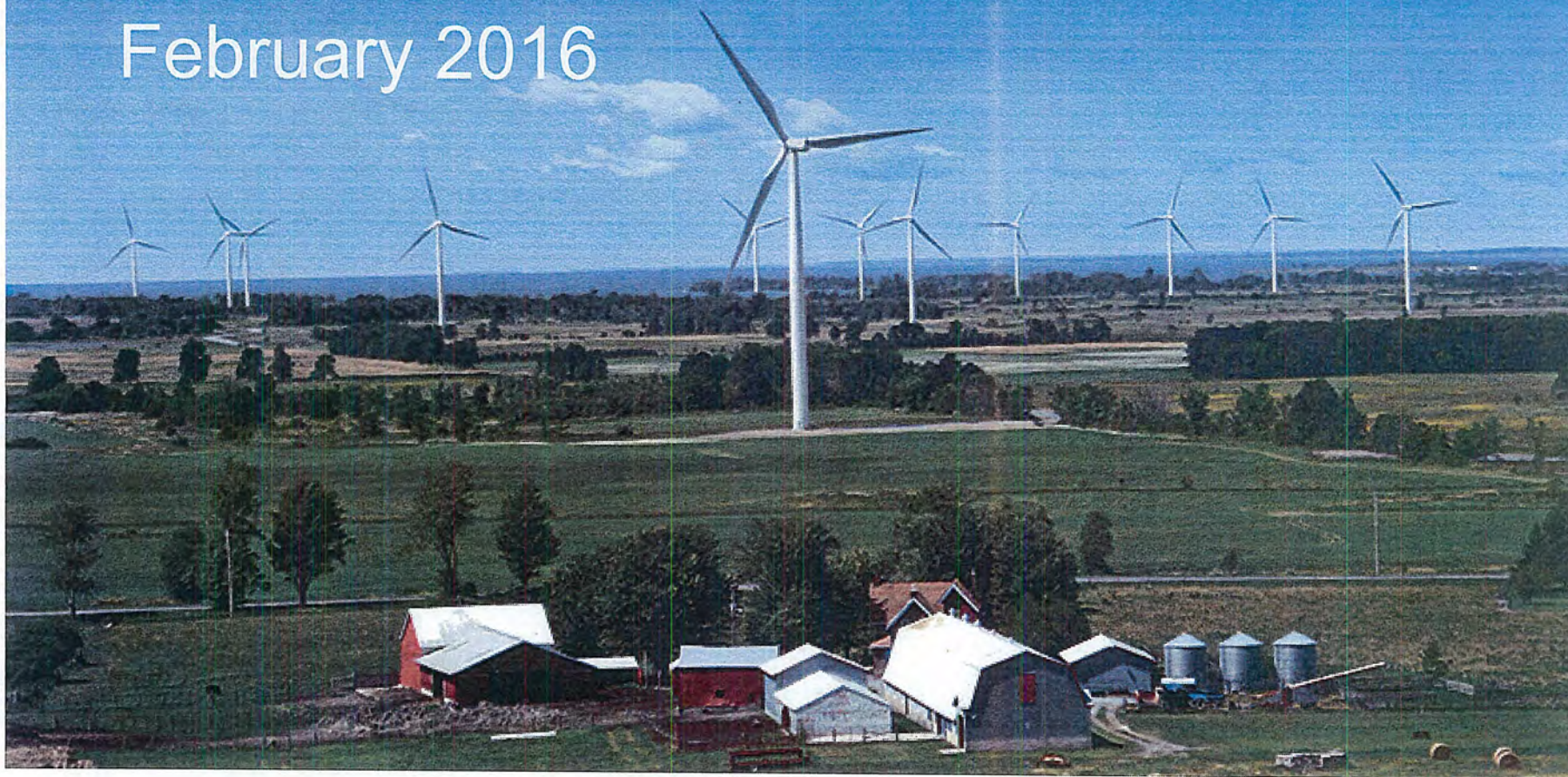
AMSC Director, A. Riley provided insight into projected carbon tax – we can expect to pay the following over and above contract fees, distribution and administration fees effective January 1st, 2017:

- \$1.60/Gj (gas) - this should be discussed in more detail by the SKNGS board.
- \$20/MWh (\$0.02)

Riley and I recommend that we purchase the same 7x24 hedge that the Town currently holds as it is the most effective and economical as we are able to maintain a 99% coverage ratio.

Alberta Power Market Fundamentals

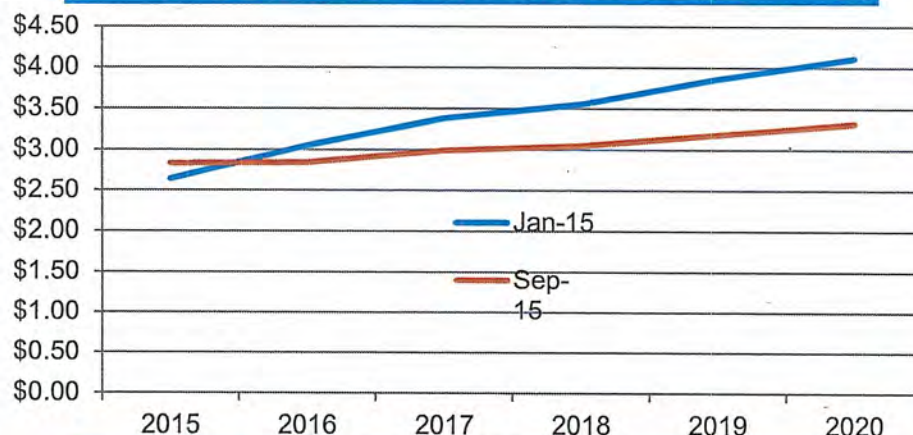
February 2016



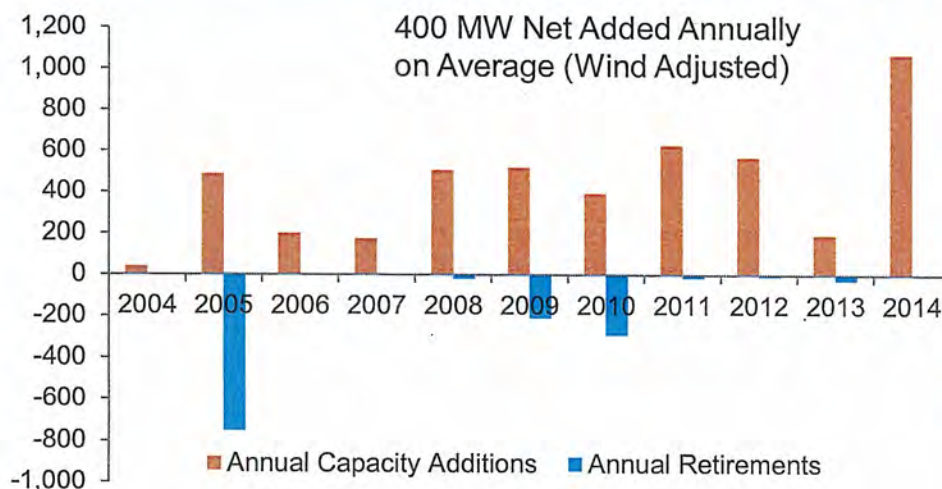
February 2016

TransAlta™

Natural Gas Price Steady

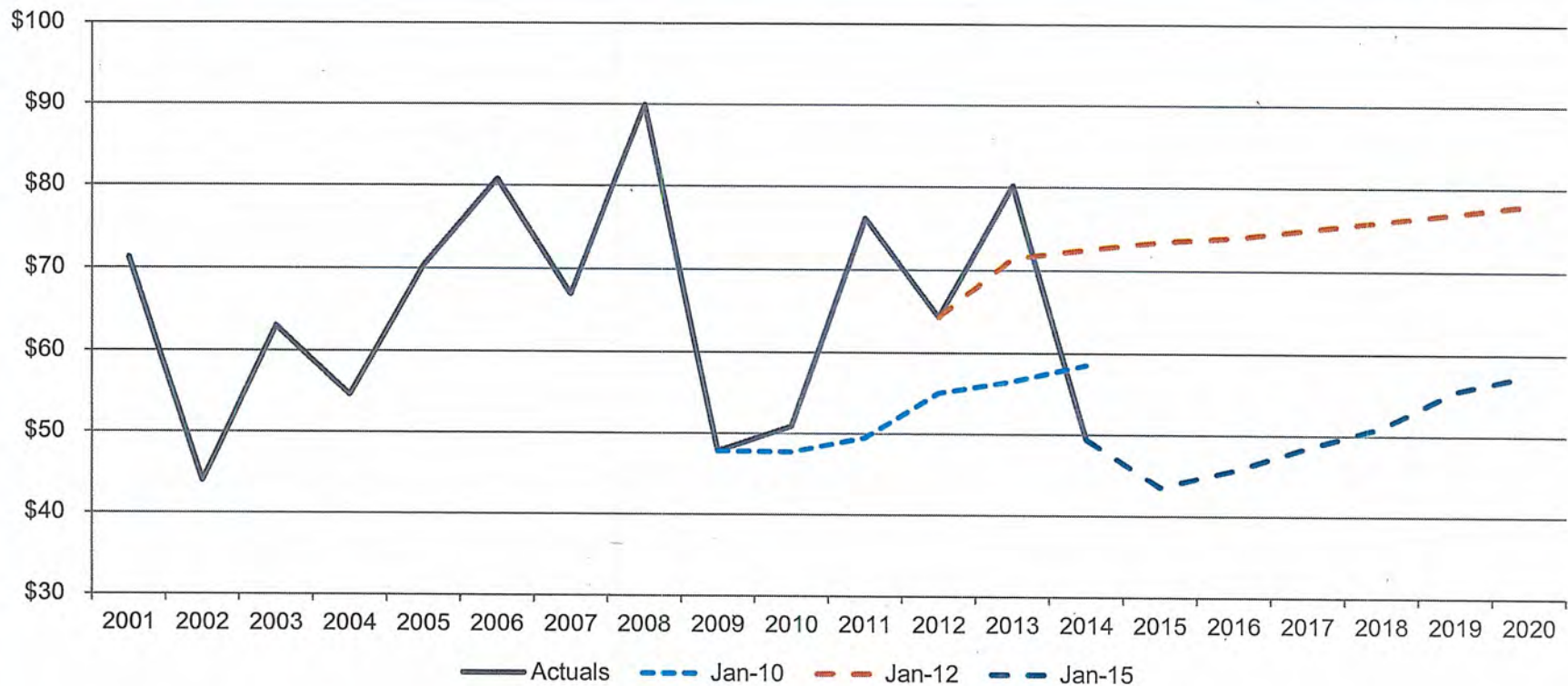


Record Capacity Additions



- 2014 had record supply additions
- Natural gas prices are currently expected to stay in the \$3/GJ range
- Very little weather related demand until early summer
- Economic slowdown reduced power demand growth rate
- As a result spot market prices have been much lower primarily seen as a lack of 'events'
- 2015 YTD – 8 days with events
- 2014 – 28 days with events, 2013 – 72 days with events, 2012 – 70 days with events
- Increase to carbon price (SGER) elevated price outlook for 2017 onwards by \$2 to \$3/MWh

Price History and Forward Path



- Current forward market price impacted by low spot prices, low natural gas price and perceived weak demand growth
- Historical volatility driven by key fundamentals such as supply demand balance, weather, and natural gas prices

Where is the market going from here?

Key Known Factors (Status Quo)

- Coal plants are retiring or require reinvestment
- Demand will grow but rate is currently uncertain
- 2020 and 2030 are key timeframes

New Government Policies

- Renewables, increased carbon price, changes to coal operations

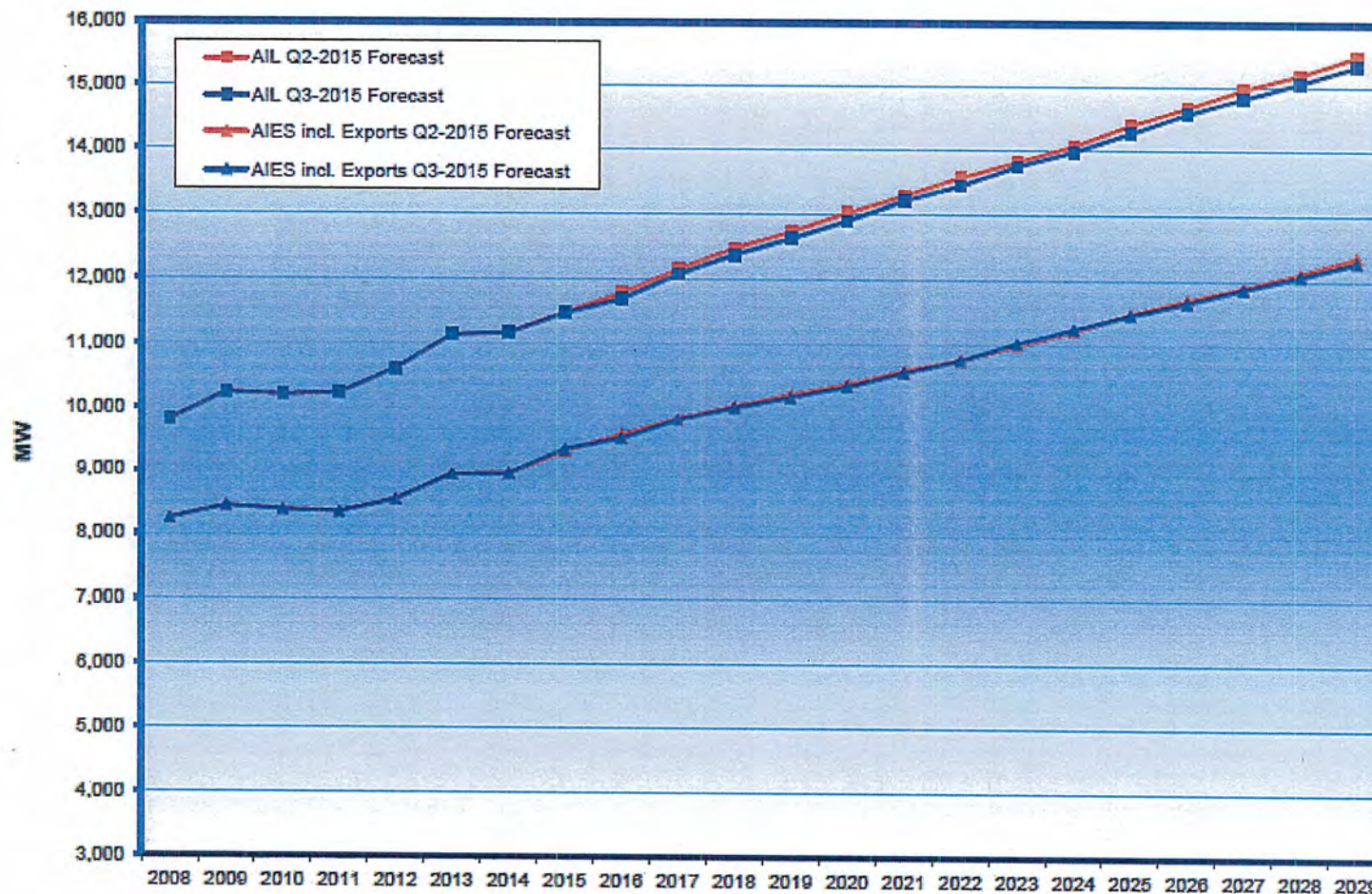
Outlook for the next 15 years

- Market will continue transition to natural gas generation
- Long term average power price will be heavily influenced by natural gas price
- New technology could play a role – renewables, storage, energy efficiency



Despite uncertainty power prices will need to create an incentive for new investment

Alberta Electric Demand Forecast Comparison



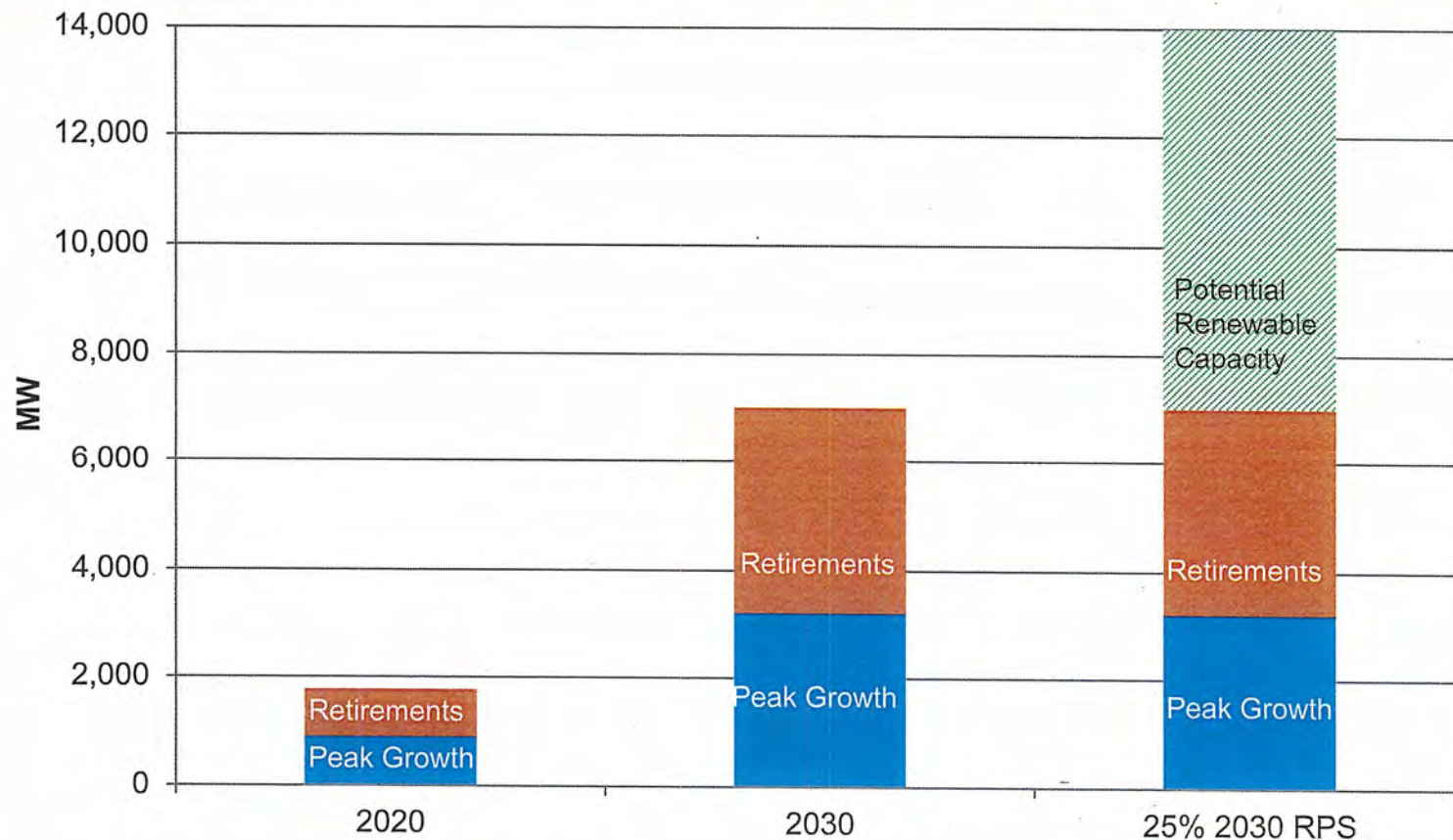
- 4 Coal Plants (869 MW) Impacted in 2019
 - Sundance 1 and 2
 - HR Milner
 - Battle River 3
 - Retire, extend with carbon capture or convert to gas?



- Further GHG induced retirements or reinvestment requirements begin in 2025
 - 2900 MW impacted between 2025 and 2030
- Approximately 14% of coal capacity is impacted in 2020 and 60% of coal capacity by 2030
- About 3,800 MW of coal will be retired or have reduced emissions by 2030

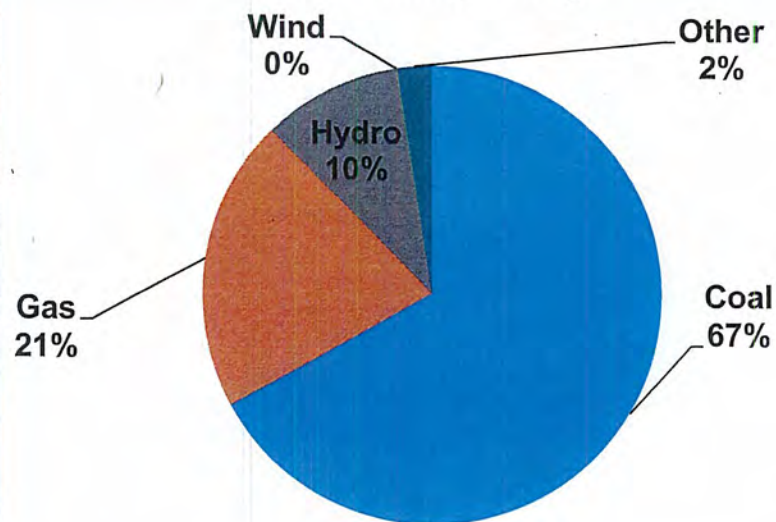
Turnover or reinvestment in coal assets key driver of market prices

Total Investment Required Over Next 15 Years is Large

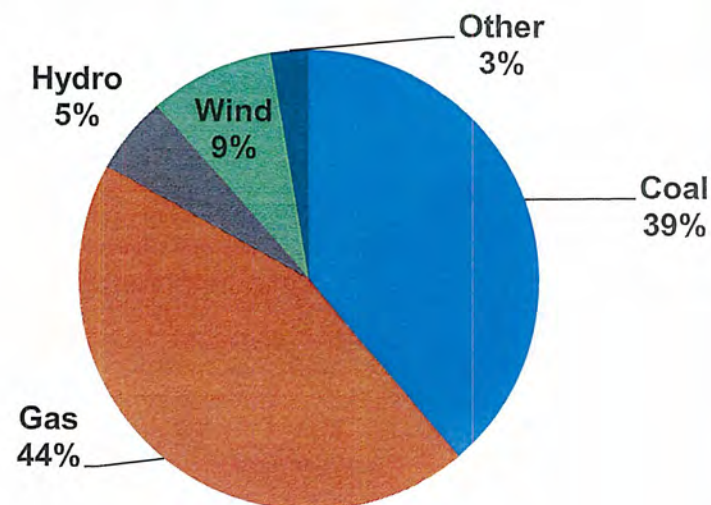


- Roughly \$14B in investment is required by 2030 to meet capital investment requirements – roughly split between replacement generation and load growth
- Natural gas generation is expected to meet the majority of this requirement
- Renewables such as wind and solar are incremental – a 25% RPS for example roughly doubles the investment requirement to ~\$30B

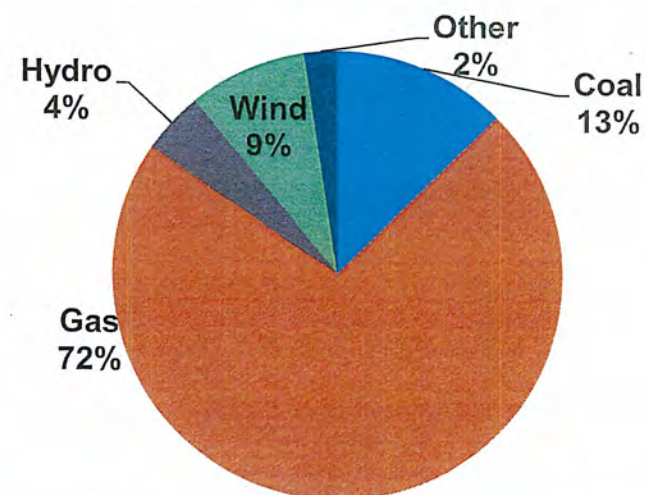
1999 Capacity



2015 Capacity

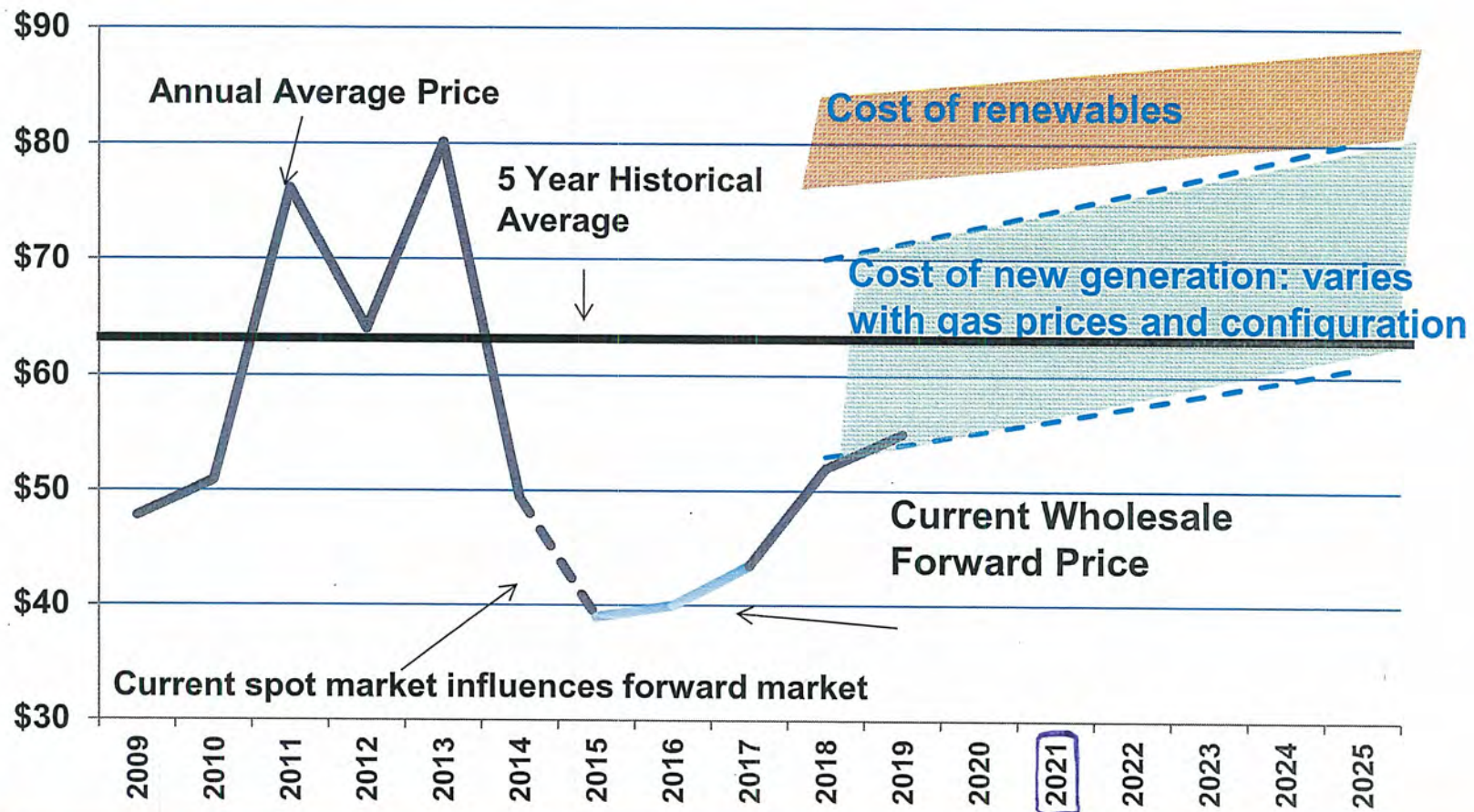


2030 Capacity



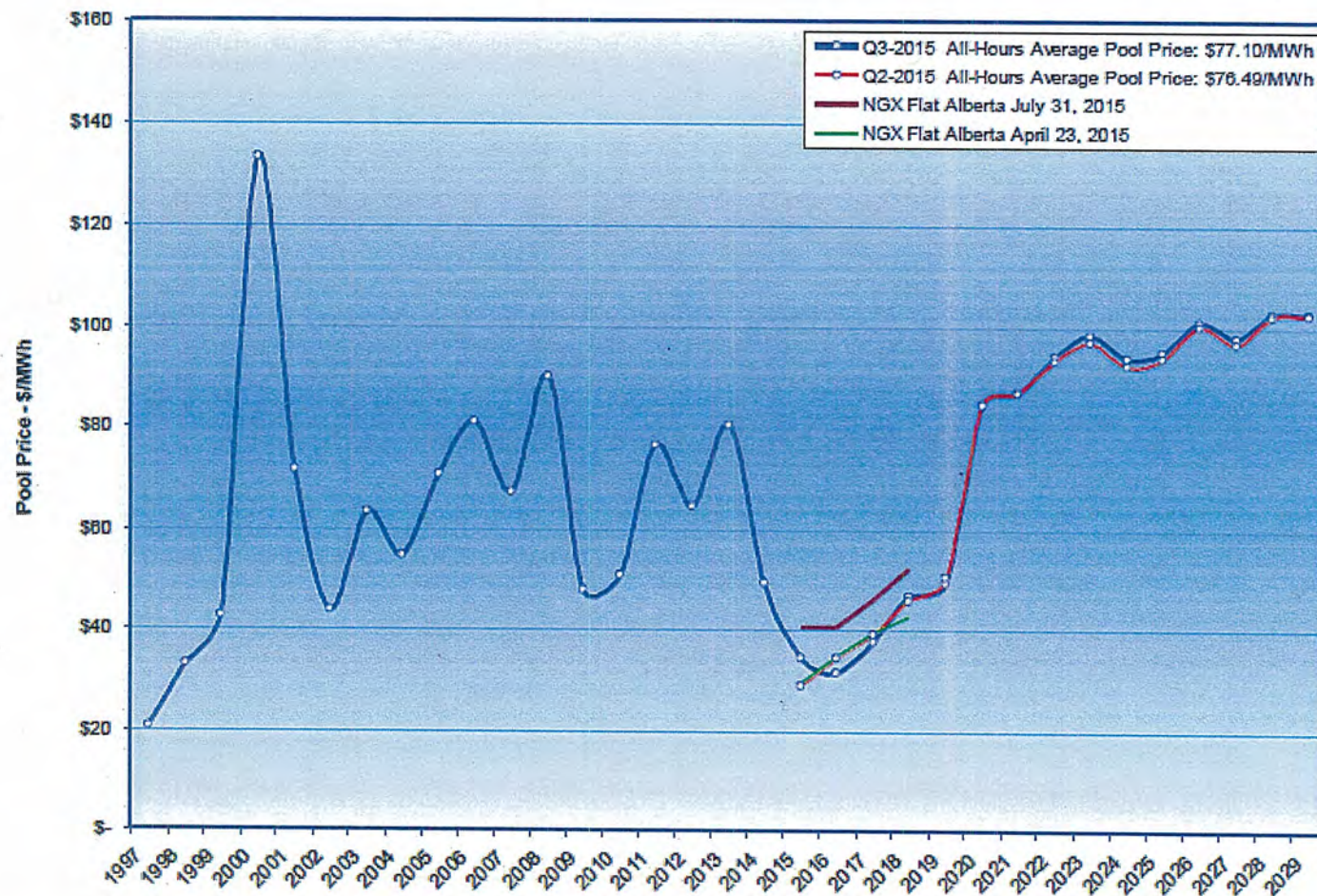
- Federal GHG Regulations trigger retirements or conversion to carbon capture
 - 870 MW by 2020
 - 3800 MW by 2030
- Natural gas generation is the Business as Usual transition capacity but government policy may alter this mix

AB Power SMP and Forward Market Prices

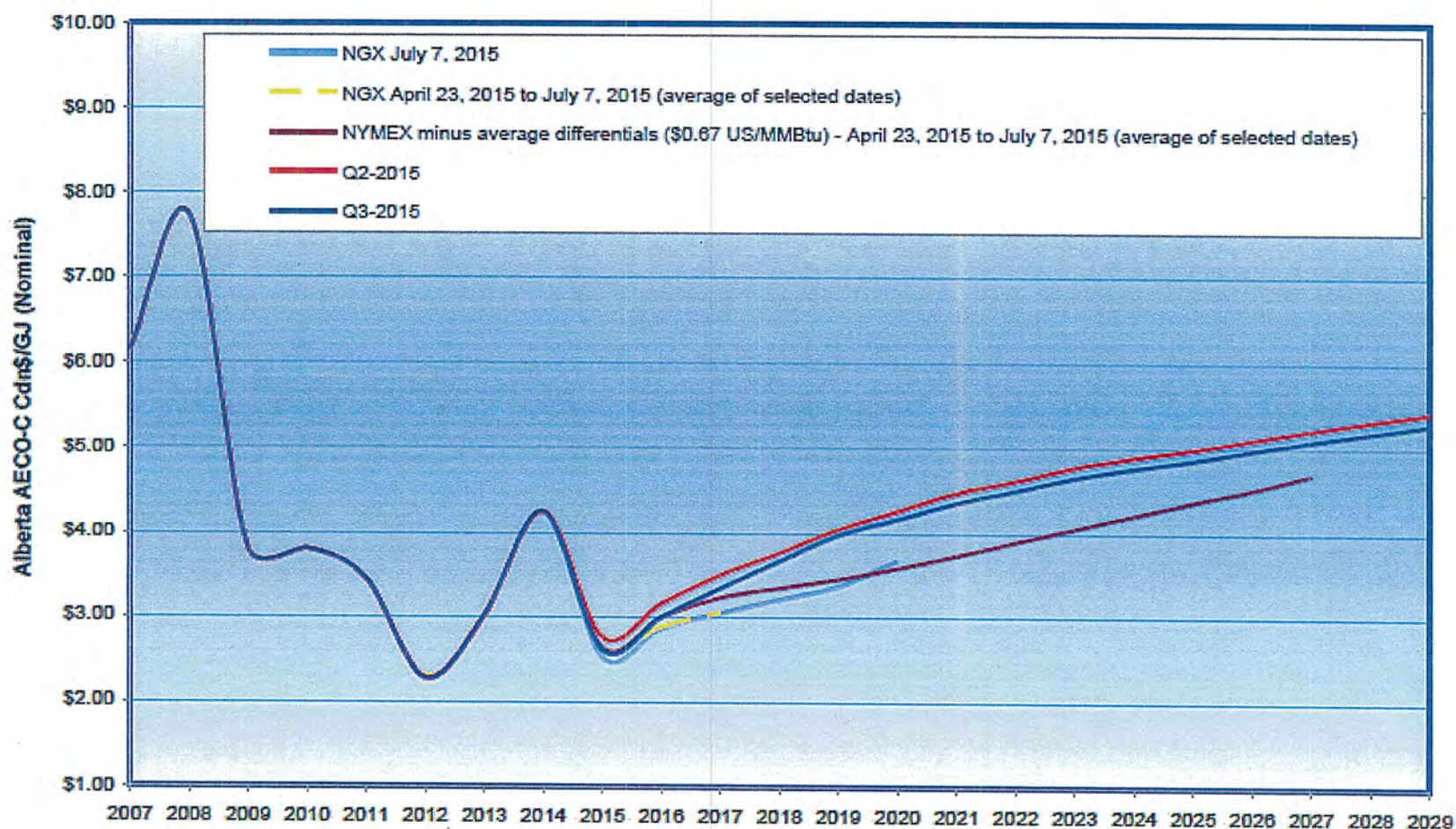


Current market prices do not support investment required
Renewables not currently cost competitive with gas

Electricity Price Comparison, Q3-2015 vs Q2-2015 Forecast, NGX



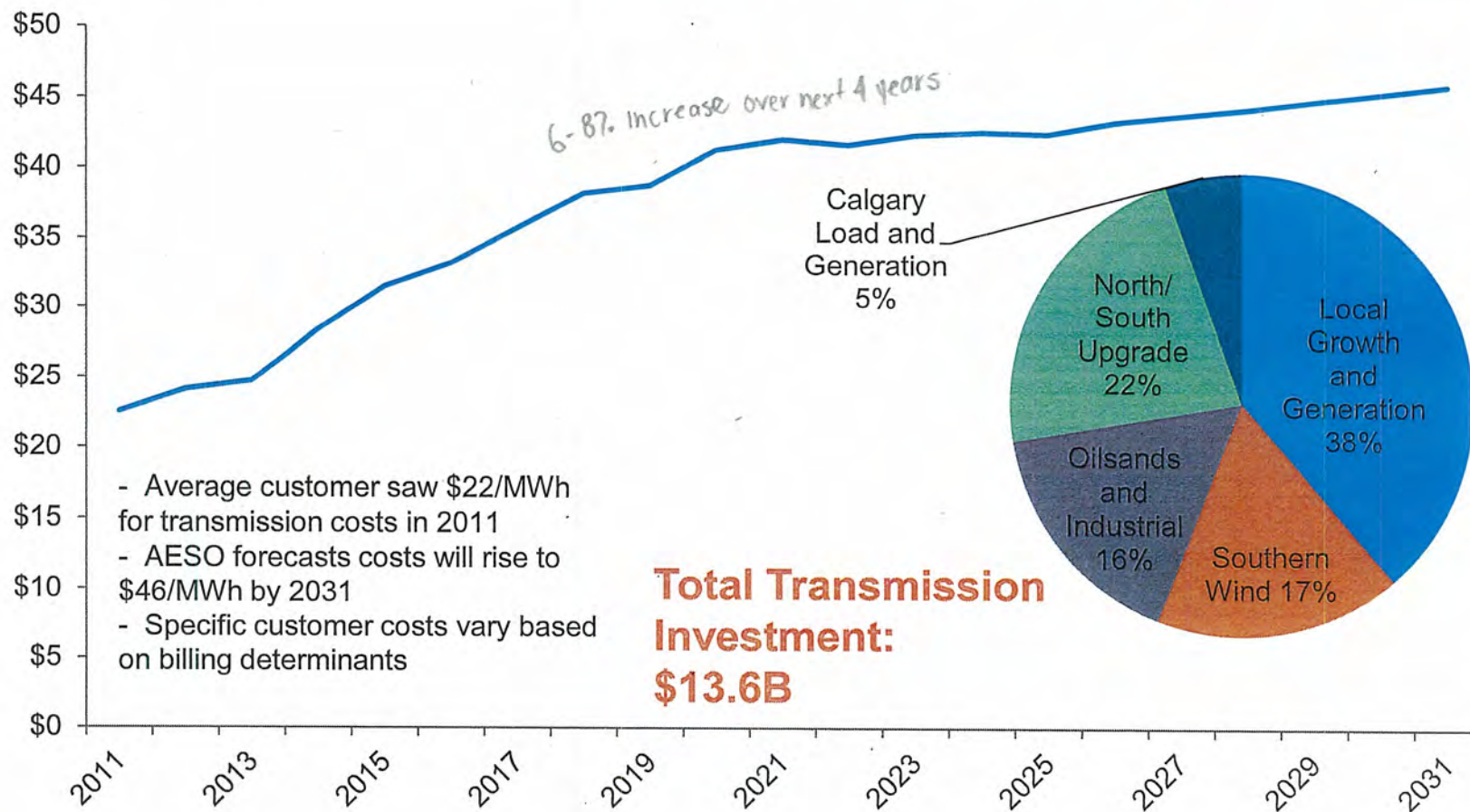
Alberta Natural Gas Price Forecast Comparison



- Fundamentals Matter
 - Supply, demand and market design key fundamentals
 - Forward market prices are influenced by spot market
 - Demand growth and retirements create need for new investment
- “Events” are important – can be considered another fundamental in AB
- Market structure means long term average prices reflect the cost of new generation
- Alberta is in a transition phase with uncertainty around load growth and carbon policy
 - 2015 through 2030 will require large investments in natural gas generation to meet retirements and load growth
 - Carbon policy will impact both price and generation mix in the future

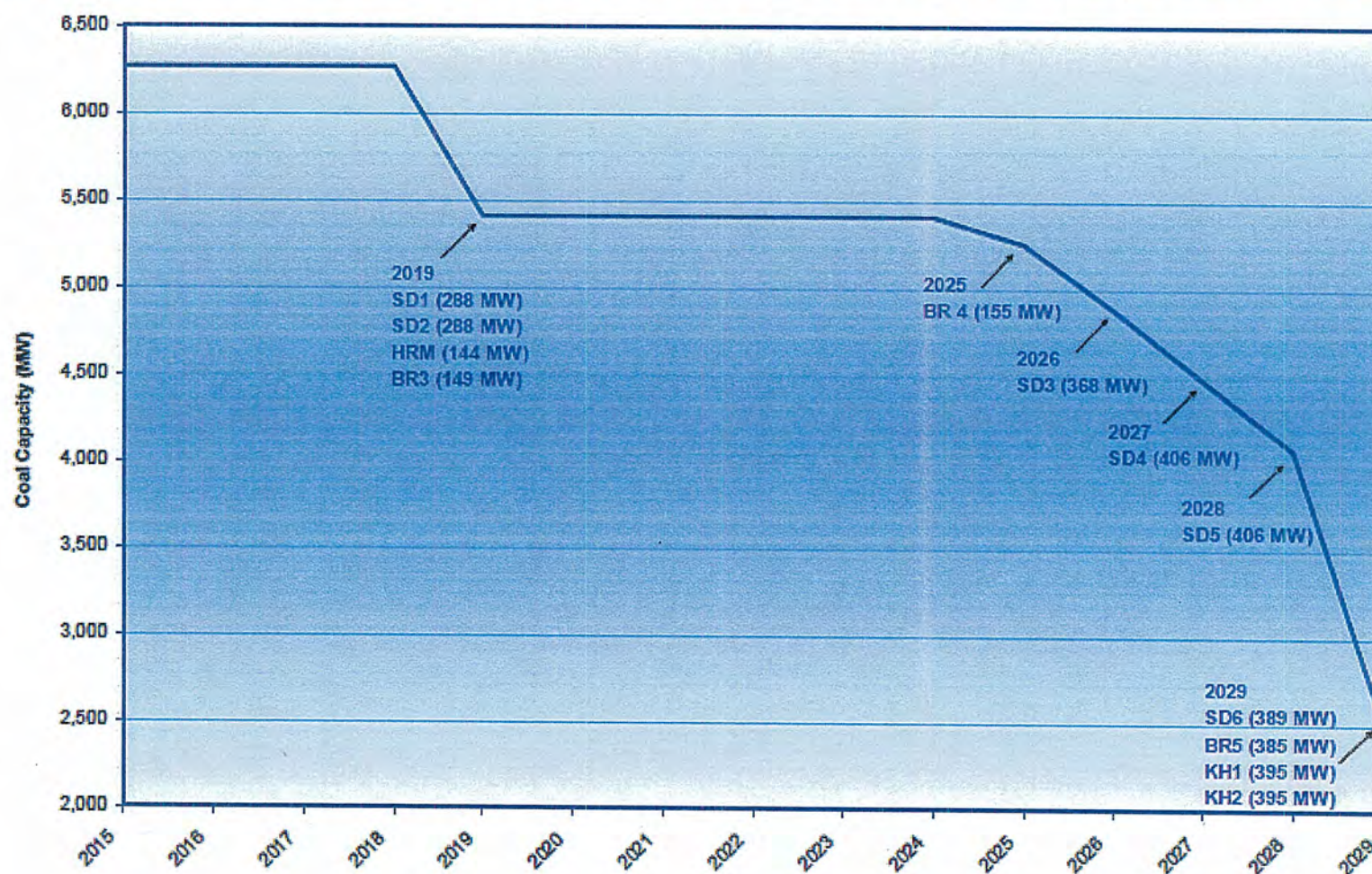


Forecast Transmission Costs - AESO 2014 Tariff Application



Transmission costs will increase to reflect large infrastructure investment

Assumed Coal Retirement Assumptions (2015-2029)



Customer Summary

TransAlta

Town of Sedgewick

Pricing Date 9-May-2016

Customer Annual Load

Annual Customer Load	930	MWh	
HL (7X16) Load Hours	626	MWh	67%
Light Load Hours	304	MWh	33%

Recommended Hedge

	MW	Coverage Ratio	Over Hedge	Under Hedge
7X24 Hedge	0.1050	99%		1%

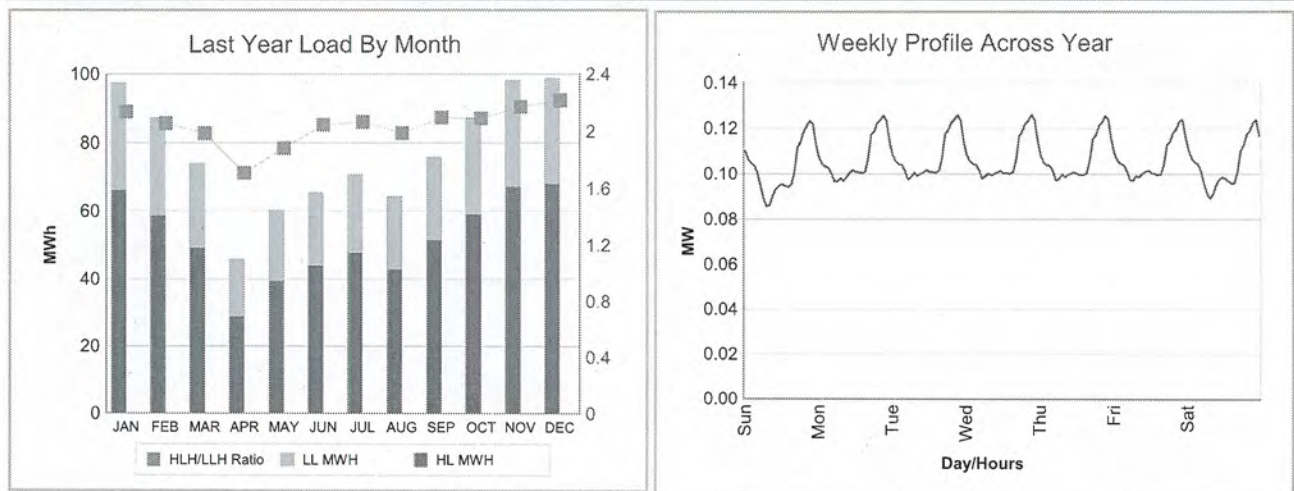
Deal Term and Load

Term Begin	Term End	Your Consumption (MWh)
Jan-19	Dec-19	933
Jan-19	Dec-20	1,865
Jan-19	Dec-21	2,795

Pricing

Term Begin	Term End	7X24 Block
Jan-19	Dec-19	- \$54.84
	Dec-20	- \$56.21
	Dec-21	- \$58.36

Consumption Profile

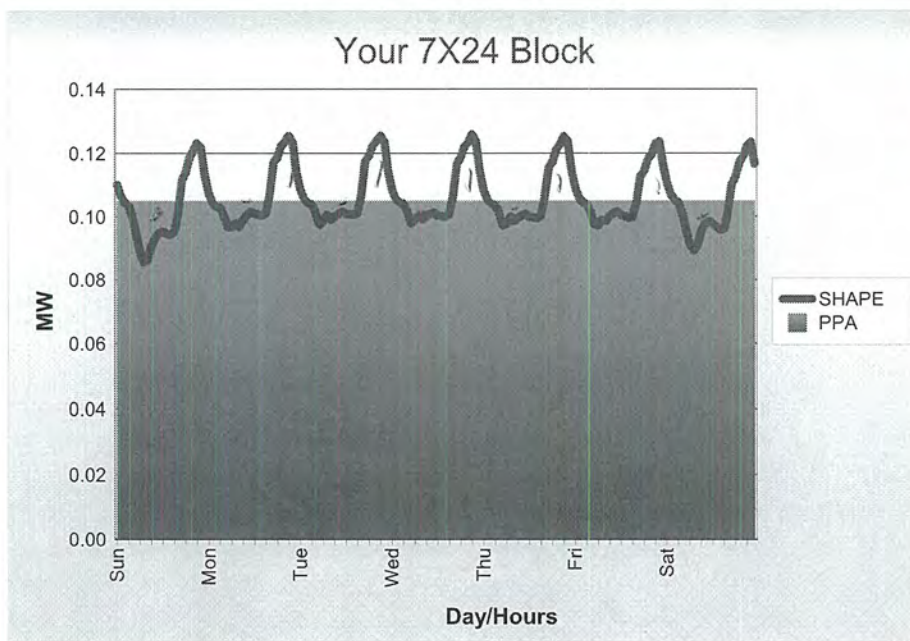
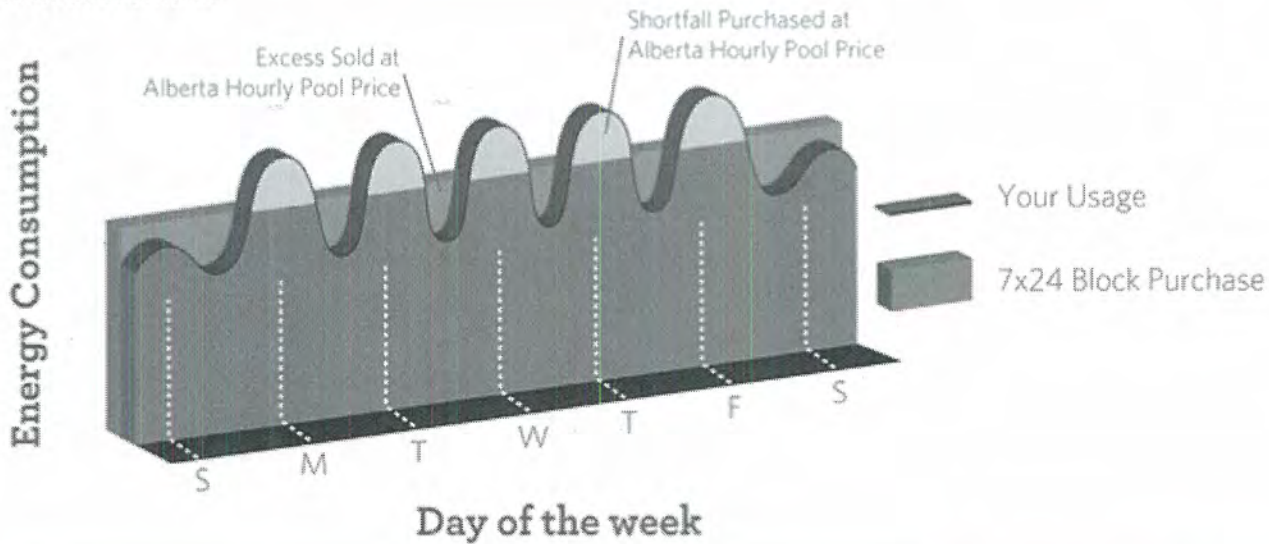


Town of Sedgewick

Block energy option

TransAlta

How It Works ...



Term Beginning			
Jan-19			
End Term	Price	Mgmt Fee (\$/MWh)	Imb Fee (\$/MWh)
Dec-19	\$54.84	\$0.00	\$0.00
Dec-20	\$56.21	\$0.00	\$0.00
Dec-21	\$58.36	\$0.00	\$0.00

Block	Volume (MW)
7X24	0.1050

Benefits:

- ✔ **Budget with confidence** for the bulk of your electricity needs.
- ✔ **Sell off excess energy** when your need for power is less.
- ✔ **Purchase additional energy** when required at the Alberta hourly pool price.
- ✔ **Simplify** energy management so you can concentrate on your organization's true.

THIS PRICING SCHEDULE MUST BE RETURNED TO TRANSALTA BY 3:00 PM MST ON November 25, 2013
OR THE PRICE IS SUBJECT TO CHANGE

PRICING SCHEDULE FOR SALE OF ELECTRICAL ENERGY (FIXED PRICE PRODUCT)

Customer Number: C-3497 Unique Deal Identifier 00001145.1 Contract Number: 00001145.0

This Pricing Schedule forms part of the AMSC Energy Member Master Agreement (the "Agreement") and is a binding contract for the electrical energy sold to the Customer hereunder. This and the _____ pages immediately following this page confirms the agreement between the Customer, AMSC Energy and TransAlta for the purchase and supply of the Fixed Price Products described in this Pricing Schedule for the identified Sites to be supplied by TransAlta to the Customer at the specified Price under this Pricing Schedule. TransAlta agrees to simultaneously provide to the Customer and AMSC Energy any Pricing Schedule to be executed by the Customer.

If this Pricing Schedule correctly sets forth the terms of the transaction that the Parties have entered into, please promptly confirm in a reply to TransAlta by signing below and sending this Pricing Schedule to TransAlta via facsimile at 1-800-630-0572 (or notifying TransAlta of any bona fide error that would require revision in order to accurately reflect our agreement on the Pricing Schedule and if the Customer fails to so reply within two (2) Business Days, the terms hereof will constitute binding and conclusive evidence of the terms and conditions of this Pricing Schedule). Any terms used but not defined in this Pricing Schedule have the meanings given to such terms in the Agreement.

Note - Due to the volatile nature of energy prices, if this Pricing Schedule is being provided prior to a transaction being effected, any Prices provided are indicative and subject to change until accepted by TransAlta.

TransAlta will provide the Customer and AMSC Energy with a fully executed copy of the Pricing Schedule immediately after its execution and in any event, not later than 5 Business Days after the consummation of this transaction.

Town of Sedgewick

Customer Legal Entity Name

Amanda Davis

Authorized Representative

CAO

Position

[Signature]

Signature

Dec. 19, 2013

Date

TransAlta Energy Marketing Corp.

Supplier

Authorized Representative

Position

[Signature]

Signature

Nov 28, 2013

Date

Brenda Marshall
Vice President, Marketing

AMSC Energy

As Agent on Behalf of The Customer

John McGowan

Authorized Representative

CEO

Position

[Signature]

Signature

Nov 25 / 13

Date



Jan 01, 2014

Deal Effective Date: mmm dd, yyyy

Dec 31, 2018

Deal End Date: mmm dd, yyyy

Retail Service Charge: As defined in Schedule 1

Selection	Customer Initials	Fixed Price Product	Price	Hourly Profile	Notional Hourly Quantity
<input type="checkbox"/>	_____	Fixed Baseload	As per Price table below	Monday to Sunday from HE0100 to HE2400	As per Notional Hourly Quantity table below
<input type="checkbox"/>	_____	Fixed Peak	\$ ____ /MWh	Description of block parameters	
<input type="checkbox"/>	_____	Fixed Blended	\$ ____ /MWh	Description of block parameters	

Price table (\$/MWh)	
Year	Fixed Baseload
2014	\$53.47
2015	\$53.47
2016	\$53.47
2017	\$53.47
2018	\$53.47

Fixed Baseload Notional Hourly Quantity table (MW/h)												
Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2014	0.165	0.165	0.165	0.1	0.1	0.1	0.135	0.135	0.135	0.17	0.17	0.17
2015	0.165	0.165	0.165	0.1	0.1	0.1	0.135	0.135	0.135	0.17	0.17	0.17
2016	0.165	0.165	0.165	0.1	0.1	0.1	0.135	0.135	0.135	0.17	0.17	0.17
2017	0.165	0.165	0.165	0.1	0.1	0.1	0.135	0.135	0.135	0.17	0.17	0.17
2018	0.165	0.165	0.165	0.1	0.1	0.1	0.135	0.135	0.135	0.17	0.17	0.17

TransAlta will procure and deliver to the Sites in the attached Site Information Schedule, electrical energy at the Price multiplied by the Notional Hourly Quantity of electrical energy as specified for each hour, during the term of such Pricing Schedule(s). Each Site will, on a pro-rata basis in proportion to its actual or estimated consumption, be allocated a portion of the Hourly Notional Quantity.

The Customer acknowledges and agrees that the Price is based on, and applies to, the Notional Hourly Quantity for the Sites specified in the Pricing Schedule(s) but the actual quantity of electrical energy sold to each Site may vary from such Notional Hourly Quantity. Accordingly, TransAlta may from time to time be required to sell to the Customer actual quantities of electrical energy that are either greater (such excess being the Spot Market Purchases) or buy from the Customer those quantities equal to the difference between the Notional Hourly Quantity and the actual quantity sold (such being the Spot Market Sales) to the Customer's Sites. Therefore, TransAlta shall be authorized, from time to time, to purchase or sell electrical energy, as applicable, on the Customer's behalf and for the Customer's account, at the then prevailing Pool Price and TransAlta shall, on an ensuing Invoice to the Customer, either:

- c. In the case of a Spot Market Purchases, charge to the Customer the quantity, as reasonably determined by TransAlta, of electrical energy purchased at the Pool Price; or
- d. In the case of any Spot Market Sales, credit to the Customer the quantity, as reasonably determined by TransAlta, of electrical energy sold at the Pool Price.

Site Information Schedule

Meter Types (check all that apply):

☐ Interval (DIM) ☐ Cumulative (DCM) ☐ Unmetered

☐ Other (please specify): _____

Enrolment critical to have electrical energy: ☐ Yes ☐ No

If Yes, please specify: _____

Enrolment meter notes: _____

Enrolment on-site electrical energy generation: ☐ Yes ☐ No

List of sites selecting Fixed Price Product:

Site ID#	Location Name	Service Address	Emergency Contact
0040001276523	NW-16-44-12-W4		
0040167996000	NW-16-44-12-W4		
0040168670110	All Street Lights		
0040183973012	SW-9-44-12-W4		
0040183978004	4910 49 Street ST N		
0040184006000	PO BOX 129		
0040184007001	4822 47 ST		
0040184013006	PO BOX 129		
0040184053006	4813 47 ST		
0040184054007	4813 47 ST		
0040184055008	4809 47 ST		
0040184060003	4702 48 AVE		
0040184117000	PO BOX 129		
0040184118001	PO BOX 129		
0040184119992	4801 48 AVE		
0040184120002	PO BOX 129		
0040184233004	5300 50 ST		
0040184233110	NW 09 044 12 4		
0040184234005	PO BOX 129		
0040184236007	PO BOX 129		
0040184252003	4813 47 ST		
0040184336006	PO BOX 129		
0040246388003	NW-16-44-12-W4 Sedgewick AB		
0040426816003	5300 50 ST		
0040444244005	5011 51 AVE		
0040444258000	5011 51 AVE		

Request for Decision (RFD)

Topic: Recreation Funding Committee (RFC) – 2016 Phase I
Initiated by: RFC/Bylaw #524
Prepared by: Amanda Davis
Attachments: 1. Phase I Overview
2. May 12th, 2016 Unapproved Meeting Minutes

Recommendations:

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

- i. Battle River Minor Hockey Assn. \$31,000
- ii. Sedgewick Curling Club \$5,000
- iii. Sedgewick Golf Club \$1,000
- iv. Sedgewick Public School \$5,000
- v. Sedgewick Minor Ball \$1,000
- vi. Killam Rec Board \$6,500
- vii. Valley Ski Club \$6,500

AND

2. That council accept the RFC recommendation to award carry forward funding as follows:
 - i. \$1,000 towards the new pedestrian trail
 - ii. \$5,500 towards the heating unit upgrades at the Sedgewick Recreation Centre.

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 May 12th the RFC met to review 2016 Phase I recreation grant applications. An assessment of the applications is attached.

There is \$6,500 in carry forward funding from 2015. The RFC has recommended the award as follows:

1. \$1,000 towards the new pedestrian trail (wind blocking items);
2. \$5,500 towards the heating unit upgrades at the Sedgewick Recreation Centre

RECREATION FUNDING COMMITTEE - PHASE I RFC Recommneded for Approval - 2016

Phase I Application Overview 2016	Amount Requested 2015	Acutal	Amount Requested 2016	Secondary Recommendation	Difference	% of overall funding	Ag.	Rec.	Culture	In-Town	Out-Town
Battle River Minor Hockey Assn.	31,095	31,095	31,960	31,000	-960	36.68		Y		Y	Y
Sedgewick Curling Club	5,250	5,000	5,250	5,000	-250	5.92		Y		Y	
Sedgewick Golf Club	1,000	938	1,000	1,000	0	1.18		Y		Y	
Sedgewick Public School	5,000	4,000	5,000	5,000	0	5.92		Y		Y	
Sedgewick Minor Ball	1,900	1,000	1,000	1,000	0	1.18		Y		Y	
Killam Recreation Board	13,000	6,500	20,000	6,500	-13,500	7.69		Y			Y
Valley Ski Club	10,000	6,500	10,000	6,500	-3,500	7.69		Y			Y
Subtotals:	\$67,245	\$55,033	\$74,210	\$56,000	-18,210	66.25 %					

	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 (recommended):	\$62,357	\$56,000
	2015 (3 apps)	2016
Total funds request in Phase II:	17,000	
Total funds available:	21,643	28,526
Difference:	4,643	
Funds Awarded:	\$15,500	
Total Funds Awarded 2015 (12 apps):	\$77,857	

	2015	2016
Total funds recommended for distribtion in Phase I:	74.23%	66.25%
Total funds remaining for Phase II:	25.77%	
	100.00%	66.25%

A Recreation Funding Committee (RFC) meeting was held in the Sedgewick Council Chambers in Sedgewick, Alberta on Thursday May 12th, 2016.

Present	<div> <div>Andrew Hampshire</div> <div>Travis Smith</div> <div>Pam Kotylak</div> <div>Kari Sanders</div> <div>Barb McConnell</div> <div>Aleska Johnson</div> <div>Grant Imlah</div> </div> <div> <div>Chairman</div> <div>Vice-Chairman</div> <div>Director</div> <div>Director</div> <div>Director</div> <div>Director</div> <div>Town Council Rep.</div> </div>
Present	<div>Amanda Davis</div> <div>Chief Administrative Officer</div>
Call to Order	A. Hampshire called the meeting to order at 6:00 PM.
Agenda RFC2016.04	<div>MOTION by A. Hampshire that the agenda be approved as presented.</div> <div>CARRIED.</div>
Minutes	The RFC reviewed the minutes of the October 8 th , 2015 meeting.
RFC2016.05	<div>MOTION by T. Smith that the minutes of the October 8th, 2015 meeting be approved as presented.</div> <div>CARRIED.</div>
	The RFC reviewed the minutes of the February 17 th , 2016 meeting.
RFC2016.06	<div>MOTION by P. Kotylak that the minutes of the February 17th, 2016 meeting be approved as presented.</div> <div>CARRIED.</div>
Financials	The RFC reviewed the Financial Statements for the months ending September 30 th , 2015 – March 31 st , 2016.
RFC2016.07	<div>MOTION by K. Sanders that the Financial Statements for the months ending September 30th, 2015 – March 31st, 2016 be approved as presented.</div> <div>CARRIED.</div>
	A financial disbursements list was reviewed.
<u>Old Business:</u>	The discussion regarding 2015 carry forward funding was deferred to the end of the meeting.
<u>New Business:</u>	
BRMHA	The Battle River Minor Hockey Association (BRMHA) submit an application for their 2016 Hockey Program requesting \$31,960 in operational funds.
RFC2016.08	<div>MOTION by T. Smith that the RFC recommend approval of the Battle River Minor Hockey Associations application for their 2016 Hockey Program to Town Council in the amount of \$31,000.</div> <div>CARRIED.</div>
Curling Club	The Sedgewick Curling Club submit an application for the 2016 Curling Lease requesting \$5,250 in operational funds.
RFC2016.09	<div>MOTION by A. Johnson that the RFC recommend approval of the Sedgewick Curling Club's application for 2016 Lease to Town Council in the amount of \$5,000.</div> <div>CARRIED.</div>
Golf Club	The Sedgewick Golf Club submit an application for their 2016 Junior Golf Lessons requesting \$1,000 in operational funds.
RFC2016.10	<div>MOTION by P. Kotylak that the RFC recommend approval of the Sedgewick Golf Club's application for their 2016 Junior Golf Lessons to Town Council in the amount of \$1,000.</div> <div>CARRIED.</div>
Parent Support	The Sedgewick School Parent Support Association submit an application for 2016 bowling, curling and skating fees requesting \$5,000 in operational funds.
RFC2016.11	<div>MOTION by G. Imlah that the RFC recommend approval of the Sedgewick School Parent Support Associations application for bowling, curling and skating fees to Town Council in the amount of \$5,000.</div> <div>CARRIED.</div>

Minor Ball	Sedgewick Minor Ball submit an application for 2016 diamond rental fees in the amount of \$1,000.
RFC2016.12	MOTION by P. Kotylak that the RFC recommend approval of Sedgewick Minor Ball’s application for 2016 diamond rental fees to Town Council in the amount of \$1,000. <div>CARRIED.</div>
Killam Rec	The Killam Recreation Board submit an application for 2016 pool programming requesting \$20,000 in operational funds.
RFC2016.13	MOTION by A. Johnson that the RFC recommend approval of the Killam Recreation Board’s application for 2016 pool programming to Town Council in the amount of \$6,500. <div>CARRIED.</div>
Valley Ski Hill	The Valley Ski Hill submit an application for 2016 Ski Hill Operations requesting \$10,000 in operational funds.
RFC2016.14	MOTION by P. Kotylak that the RFC recommend approval of the Valley Ski Hill’s application for Ski Hill Operations to Town Council in the amount of \$6,500. <div>CARRIED.</div>
Old Business: Carry Forward	The RFC discussed the distribution of 2015 carry forward funding.
RFC2016.15	MOTION by T. Smith that the RFC recommend to Town Council that 2015 carry forward funding be allocated as follows: <div><div><div>1. \$1,000 towards the new pedestrian trail</div><div>2. \$5,500 towards the heating unit upgrades at the Sedgewick Recreation Centre.</div></div><div>CARRIED.</div></div>
Adjournment: RFC2016.16	MOTION by A. Hampshire for adjournment at 7:20 PM. <div>CARRIED.</div>

Andrew Hampshire, Chairman

Amanda Davis, CAO

Request for Decision (RFD)

Topic: Administration Committee – Education Opportunity
Initiated by: Amanda Davis, Bill 20
Prepared by: Amanda Davis
Attachments: Education Proposal

Recommendations:

As per the recommendation from the Administration Committee that the three year education proposal be approved as presented.

Background:

On May 24th, 2016 the Administration Committee met to review and discuss the following proposal.

During my 2015 annual review council requested that I attend leadership training. I was accepted into the University of Alberta's, School of Business Executive Education Program; I will be completing the final residency in June. This program has provided me with a wealth of knowledge and has since opened many new doors.

Current:

My education to date along with my acceptance into the Executive Education Program has provided me an opportunity to apply to study a Master's in Business Administration (MBA).

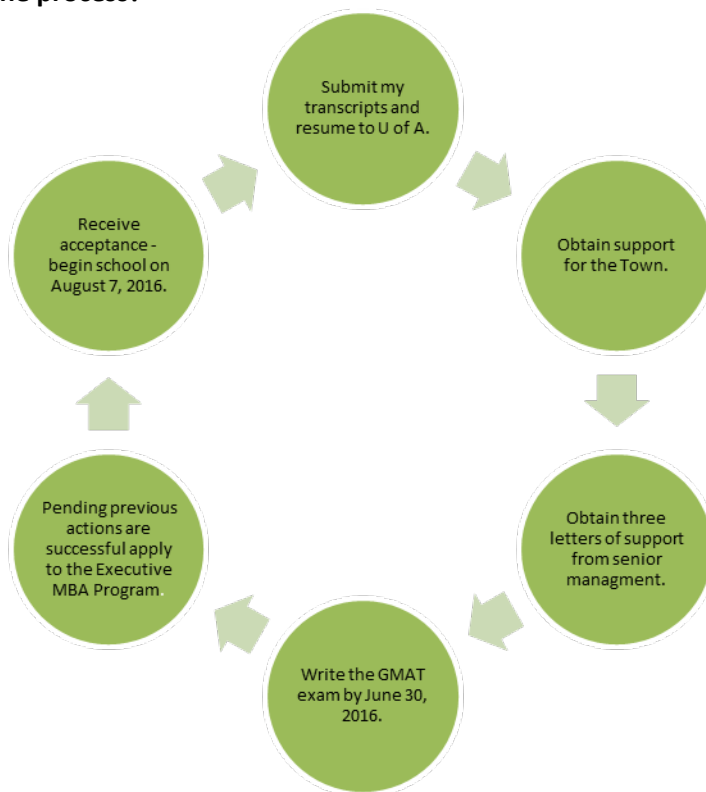
The University of Alberta's School of Business offers an Executive MBA program. This is an intense 20 month program that is offered through a combination of in class and correspondence study (schedule attached).

I submit a draft resume to the U of A to ensure I qualified for admissions. I received a response on May 11th, 2016 that based on my "life achievements" I would be a candidate for the program. To ensure greater success I would need to score high on the GMAT (entrance exam).

I am seeking the support of council to apply to the Executive MBA program starting August 7th, 2016 with completion in May 2018.

Here are some of the courses that I would be enrolled in:

- Financial Accounting
- Managing Human Resources
- Marketing
- Data Analysis and Modeling

What's the process?**Education Proposal:**

Currently I attend two conferences per year, the Local Government Administrators Association (LGAA), Red Deer and the Society of Local Government Managers Association (SLGM), Kananaskis. In 2016 I began leadership training in class. Below is a breakdown showing approx. training and education costs:

	Education:	Expense:	In-class/conference:	Salary:
Courses	Executive Education	11,000	10 days	3,747
	Development Courses	1,500	-	
Conferences	LGAA	450	3 days	1,154
	SLGM	550	5 days	1,924
Travel	Travel Expense Combined	4,600		
Summary		18,100	18 days	6,824

Should Bill 20 pass municipalities will be responsible to prepare three year operating budgets. I have provided a detailed assessment which combines and replaces existing conference and leadership training with a three year education proposal.

Personal assessments:

- Am I prepared to take on a challenge of this magnitude as the study will require approx. 40 hours per week of my personal time – YES
- Will I be able to manage an intense course load while upholding my current position – YES
- Will my education help advance our organization and gain greater efficiencies – ABSOLUTELY
- Will acceptance into this course strengthen Sedgewick position on a regional, provincial and global scale – YES
- Will council support and see the benefits an allowing and contributing to the success of our organization?



The Case for Sponsorship

Why you should sponsor your most promising employees for an Alberta EMBA?

Will we see a return on our investment if we sponsor an employee?

- Students receive direct application from their studies with immediate results in management productivity at work.
- Students are encouraged to use real-life challenges from their own businesses as case study material.
- The Business Project completed in the second year requires students to custom-design a project of strategic value to their employer.
- Your employee will bring to your organization new solutions to problems. Interaction in the classroom with individuals working in different industries and different sectors will bring new ideas to old problems.

What is the profile of an EMBA student?

- Our students are seasoned managers (average age 44) with an average of 15 years work experience.
- The experience our students bring into the classroom provides unique networking and teamwork opportunities that benefit your organization.

How can we keep our elite employees from moving on to other opportunities?

- Reward your best talent within the organization with financial sponsorship of an EMBA degree.
- Challenge your employees during their EMBA studies with a change in responsibilities at work to recognize personal growth, harness their new-found enthusiasm, and strengthen their desire to stay.
- Employee/employer contracts ensure that your financial investment of sponsorship is repaid by a commitment to stay with your firm for a set amount of time after graduation.

How will an employee with an EMBA degree assist our organization with improving our Executive team?

- An Executive MBA is an internationally recognized graduate degree with a global focus.
- Business experience shows that it is better to develop talent within the organization than to recruit from outside.
- Your employees continue to work for your organization while completing their EMBA. No long absences are required for your employee to attend classes, and students immediately apply what they learn.

An Employer stands to directly benefit from the Business Project completed in the second year of the Executive MBA:

- "This is a capstone course designed to integrate and apply your collective knowledge from the EMBA program in a "real-world" consulting project in a real business setting. Ideally most students will conduct the research in their employing organization as a way of "giving back" to their employer for sponsoring their executive education. In consultation with the supervising professor and executive representatives from their workplace settings, EMBA students will investigate a strategic business issue in the workplace. The first part of the course (BUS 880) is used to refine the research question, gather and review prior research on the subject and collect relevant archival information. The second part of the course is used to collect and analyze "live" data collected from the workplace or sponsoring organization. Students thus have a chance to integrate and apply skills learned in the classroom by directly applying them to research projects in a practical, relevant and strategic context."

We are concerned with succession planning. How does the EMBA program assist our corporation moving in this direction?

- Our curriculum has a senior-level focus tailored to the real world of business; ongoing adaptation of curriculum is based on the needs of the senior managers.
- Your top managers are further developing their leadership skills.
- EMBA students are highly motivated for increased career responsibility within their firms.

Why choose the Alberta EMBA?

- The Alberta Advantage: Networks are developed between Alberta Senior managers from all sectors.
- Research shows that classroom and face-to-face learning are better models than distance learning through teleconferencing and chat rooms.
- There is a lower cost of delivery in the home province.
- Students are physically present in a cohort delivery for 20 months of study.
- Strong relationships develop that last long past graduation .

UofA Executive MBA (20 Months):	
Program Admission:	67,000
Travel Expense:	23,232
<i>Subtotal:</i>	<i>90,232</i>
Out of Office - Fridays	32 days
Intense in-class study - Holiday Exchange	15 days

EXPENSES:	Year 1	Year 2	Year 3	Totals:
Executive MBA	16,750	33,500	16,750	67,000
Travel Expenses	5,808	11,616	5,808	23,232
Out of Office (CAO)	8 days	16 days	8 days	32 days
<i>Subtotal:</i>	<i>22,558</i>	<i>45,116</i>	<i>22,558</i>	<i>90,232</i>

EXPENSE BREAKDOWN:	Year 1	Year 2	Year 3	Totals:
Municipal - Program Admission	16,750	33,500	16,750	67,000
Municipal - Out of Office	8 days	16 days	8 days	32 days
Amanda - Travel Expenses	5,808	11,616	5,808	23,232
Amanda - Holiday Exchange	5 days	10 days		15 days
Municipal Total:	16,750	33,500	16,750	67,000
Amanda Total:	5,808	11,616	5,808	23,232

Existing Education/Conference Trade In:	Year 1	Year 2	Year 3	Totals:
Courses	12,500	12,500	12,500	37,500
Conferences (LGAA, SLGM)	1,000	1,000	1,000	3,000
Travel Expenses	4,600	4,600	4,600	13,800
<i>Subtotal:</i>	<i>18,100</i>	<i>18,100</i>	<i>18,100</i>	<i>54,300</i>
Days out of office	18	18	18	54

Difference:	Year 1	Year 2	Year 3	Totals:
Education/Travel	-1,350	15,400	-1,350	12,700
Days out of office	-10	-2	-10	<22 days
Value exchange in-house	3,840	769	3,840	8,449

Net difference

\$4,251

Amanda Davis

5050 - 49th Street
P.O. Box 581
Sedgewick, AB T0B 4C0

(w) 780-384-3504
(c) 780-385-0316

email: adavis2@ualberta.ca

OBJECTIVE:

To gain admission to the Executive MBA Program offered by the Alberta School of Business. My intent is to build upon my existing management experiences to provide greater leadership within my community while continuing to advance and strengthen the province of Alberta through public service.

EDUCATION:

University of Alberta, Alberta School of Business, The Executive Program, Expected September 2016

University of Alberta, Faculty of Extension, National Advanced Certificate in Local Authorities Administration (NACLAA) Level I and II Certificates, 2015

University of Alberta, Faculty of Extension, Applied Land Use Planning Certificate, 2015

DESIGNATIONS:

Society of Local Government Managers Association, Certified Local Government Manager, 2016

EXPERIENCE:

Oct. 2011 - Present Town of Sedgewick, Chief Administrative Officer (CAO)

As the CAO for a small urban community I am responsible to administer all department and operations of the community. I design, present and implement the Town's strategic plan under the direction of Council. It is my responsibility to complete all financial accounting and budgeting; operating \$2-2.5 million, capital up to \$10 million. Operational resources are tight therefore a significant amount of my time is spent building greater efficiencies. In 2015 I restructured our municipal organization which has resulted in a 20% increased return from my staff. Restructuring has significantly improved internal operations and has further improved public communications and confidence.

As a part of this restructuring a health and wellness program was implemented as I understand the value to eliminate stress in the workplace and promote a healthy lifestyle.

I am the lead for all capital projects. Throughout my employment with the town I have successfully designed, tendered and completed the following capital projects:

Amanda Davis

- Abatement and demolition of a commercial building on our main street;
- Re-design of a new main street park;
- Installation of an Ultra Violet (UV) system in the water treatment plant;
- Electrical upgrades in both the water treatment plant and lift station;
- Roof replacement on our recreation facility;
- Paved walking trail expansion, 1,500 meters (estimated September 1, 2016);
- Design of a 35 lot residential subdivision (project deferred).
- To ensure the success of these capital projects the municipality needed to attain grant funding. Through competitive application processes Sedgewick has received nearly \$500,000 to offset costs.

In 2015 I facilitated and ran a municipal rebranding campaign. After a full year of public consultation and engagement a new brand "Grow With Us" was chosen. I am now working on entry feature upgrades the development of a new municipal website. Our rebranding campaign is intended to improve our regional capacity and gain advantage in the competitive global markets.

Jul. 2009 - Oct. 2011 Town of Sedgewick, Administrative Assistant

I learned the basic operations of a municipality throughout my two years as an administrative assistant under my predecessor. I was responsible to provide direct assistance to the CAO. I prepared reports for council, completed accounting practices, facilitated public speaking engagements, worked with subcommittees through the development of board packages as well as acted as a customer service liaison.

2009 - 2014 Leave it to Me, Owner/Operator, Residential and Commercial Janitorial Business

As the owner/operator of Leave it to Me I started and ran a very successful janitorial business in addition to my full-time employment positions. I held full-time contracts with twenty residential property owners and five commercial enterprises (Enbridge, Vision Credit Union, Excel Well Services, Traverse Land Group). My services included daily, weekly and monthly janitorial services resulting in approximately 35 hours of service per week.

2006 - 2009 Arnett & Burgess Oilfield Construction

I began working as a laborer in the oilfield. I learned field operations while assisting welders, pipefitters, tie-in crews and superintendents. I operated skid steers, track hoes and side booms during new builds. While in the field I learned how to read blueprints and build structures. My field experience became a valuable asset when I received an opportunity to move into the main office. In the office setting I was responsible for relationship building with field personnel, accounts payable and receivables (\$65 million), Quality Control, Job Costing and customer services.

Amanda Davis

2006-2009

B&D Simons Trucking

I worked as a swamper on a 45 tonne picker truck. In this position I was responsible to provide direct assistance to the operator by setting, rigging and tying down loads. We mobbed and demobbed equipment on oilfield lease sites. In addition, I was also responsible for completing trucking logs to ensure we met compliance and safety standards.

2004 – 2006

Wallace Oilfield Services

As an employee of this company I was assigned the role as the pipefitter's helper responsible for commissioning and decommission compressor stations and separator shacks around Alberta. Being trained by the top pipefitter within the company I was able to acquire many skills such as operating a one-ton picker truck, track-hoe, skid steer, completing quality assurance and control testing as well as maintain a safe work site. During this role I learned a sense of the oil industry and how it impacts the national economy.

2001 – 2004

IGA

This was an after school position in the bakery and deli departments. In this role I was responsible to provide exceptional customer service, take customer orders, design custom cakes and treat orders, fill tables and complete closing shifts in the department working 15-30 hours per week.

2001 – 2004

Mohawk

This was an after school position in two high paced busy service stations. In this role I was responsible to provide exceptional customer service, service vehicles, fill propane, sell lottery, balance inventory reports, run the cash machine, stock shelves and provide general janitorial services working 10-15 hours per week.

ACTIVITIES/LEADERSHIP/VOLUNTEERISM

I am dedicated to living an active lifestyle. I excel when given a challenge, whether that is improving a current skill, learning something completely new or advancing efforts. I achieve a healthy lifestyle through daily training regiments. I train year round for triathlons and compete in many events throughout the spring and summer. To build strategy and mental focus I rock climb and cycle. In February 2015 I began training in Brazilian Jujitsu; competing and winning gold at provincials in April 2015. This achievement is a direct reflection of my dedication and drive to excel.

I am an active member of Toastmasters International. I joined the club in 2016 to enhance my public speaking skills and to gain new tools that would enhance my role as a public servant and community builder. I thoroughly enjoy public engagement and consultation as I believe communication is the key to success.

Amanda Davis

I am responsible to my community beyond my role as the CAO. I volunteer my time to coach youth and provide support during many local events by organizing entertainment, catering, and preparing public presentations.

- Sedgewick Lake Park Association, Secretary/Treasurer

2009 - Present

- Develop and prepare all board agenda's
- Develop operations and multi-year capital plans
- Investigate and provide all necessary documentation, engineering plans, financial resources for capital project
- Hire management and seasonal staff
- Coordinate events such as triathlons, fundraisers and gatherings

- Flagstaff Fusion Lacrosse Association, Assistant Coach, Bantam and Midget

2014-2015

- Provide direct assistant to the coach by planning practices, running drills and skill development
- Provide planning expertise to arrange provincial tournaments
- Act as a key negotiator to enhance the sport of lacrosse in the Flagstaff Region, obtain floor time at a reasonable rate.

CALENDAR

EDMONTON COHORT EMBA CLASS OF 2016 - 2018

**YEAR 1
AUGUST 2016**

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SEPTEMBER 2016

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OCTOBER 2016

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NOVEMBER 2016

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DECEMBER 2016

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JANUARY 2017

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MAY- JULY (NO CLASSES)

**YEAR 2
AUGUST 2017**

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SEPTEMBER 2017

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OCTOBER 2017

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NOVEMBER 2017

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DECEMBER 2017

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JANUARY 2018

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FEBRUARY 2018

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MARCH 2018

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APRIL 2018

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MAY 2018

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For further information contact the MBA Programs Office
University of Alberta 780.492.3946 www.albertaemba.net

-  Friday and Saturday classes
-  Intensive Weeks
-  The International Study tour will run over 10-12 days during this time

FRSWMA Regular Monthly Board Meeting
April 25, 2016
Sterling Room of the County Office, Sedgewick, AB

Minutes

Board Members

1) Attendance

Present:

Barry Bowie	Village of Rosalind
Brenda Grove	Town of Killam
Wade Lindseth	Flagstaff County
Gary Matthiessen	Flagstaff County
Dayna Oberg	Village of Forestburg
James 'Butch' Robertson	Town of Daysland
Deb Smith	Village of Loughheed
Dennis Steil	Village of Heisler
Tim Schmutz	Town of Sedgewick

Absent:

James Brodie	Flagstaff County
Shawn Higginson	Town of Sedgewick
Dean Lane	Town of Hardisty
Wilma McLeod	Village of Alliance

STAFF:

Murray Hampshire	Manager
David Dahl	FRSWMA
Luis Ramirez	FRSWMA
Cliff Hill	FRSWMA

2.0) Call to Order

Chair D. Smith called the meeting to order at 7:07 p.m.

3.0) Agenda

Agenda was reviewed.

Resolution # 209/2016. Board member D. Steil moved to accept agenda as presented
CARRIED

4.0) Adoption of Minutes

Minutes of the March 21, 2016 Regular Board meeting were reviewed

Resolution # 210/2016. Board member W.Lindseth moved to approve the minutes of the March 21, 2016 regular meeting, attached to and forming part of these minutes.
CARRIED

5.0) Reports

5.1) Operations update: Manager M. Hampshire provided operations update as attached to and forming part of these minutes. Discussion ensued.

Resolution # 211/2016. Board member G. Matthiessen moved to accept operations report as presented.

CARRIED

5.2) Financial reports: Manager M. Hampshire provided Mar 2016 P&L and April 22, 2016 Cash Position reports. Discussion ensued.

Resolution # 212/2016. Board member J. Robertson moved that we accept financial reports as presented.

6.0) Business**6.1) In Camera – Human Resources**

Resolution # 213/2016 Board Member B. Bowie moved that the meeting go 'in-camera' at 7:59 p.m. with all persons except board members excluded from the meeting

CARRIED

Resolution # 214/2016 Board Member D. Oberg moved that the meeting revert to a regular meeting at 8:10 p.m.

CARRIED

Resolution # 215/2016 Board Member D. Steil moved that the Board accept the satisfactory performance review presented by the executive committee for manager M. Hampshire, and further that he receive a standard full step increment on the 2016 salary grid to reflect his merit increase for year ending Dec 31, 2015.

CARRIED

6.2) Drug & Alcohol Policy. Manager provided background on the need for a D&A Policy at FRSWMA to ensure compliance at several workplaces of clients (Enbridge, Prairie Mines, Atco Power Plant, etc). A draft D&A policy was presented in detail.

Resolution # 216/2016 Board Member D. Steil moved to accept the proposed Drug and Alcohol Policy as outlined in the policy document with the requirement that it be reviewed in one year.

CARRIED

7.) Correspondence & Information

7.1) County Development Permit

7.2) Proposed Class III Design

7.3) Detailed Lidar Contour Plan

Resolution # 217/2016. Board Member B. Grove moved to accept correspondence as information

CARRIED

8.0) Adjournment

Meeting adjourned at 8:38 p.m.

Next Meetings

May 30, 2016 – Regular Board Meeting

 Chair

 Manager



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

AR83784

MAY 02 2016

RECEIVED

MAY - 6 2016

His Worship Perry Robinson
Mayor
Town of Sedgewick
PO Box 129
Sedgewick AB T0B 4C0

Dear Mayor Robinson,

As you are aware, the Government of Alberta is currently conducting a comprehensive review of the *Municipal Government Act (MGA)*. With the *MGA* defining how municipalities function, the types of services they provide, and how funds are raised it is critical that we hear from Albertans from all walks of life on how to strengthen this critical piece of legislation.

Over the last two years, my ministry has consulted and heard from many Albertans on how to improve and strengthen the *MGA*. We have received more than 1,200 written submissions and held 77 in-person sessions in 11 communities over 15 months of intensive policy discussions with municipal and industry associations. We have listened and are excited to introduce the Bill to the Legislature this spring. However, we want to hear more.

In June and July I will be touring the province to discuss with Albertans the impacts and implications of the proposed amendments. Once the tour has concluded, we will gather and analyze all the feedback and make any necessary adjustments prior to passing the Bill in fall 2016.

During my tour, I will be travelling to several communities across Alberta to host a series of public open houses. I am also scheduling some time prior to each open house to become more acquainted with elected officials from municipalities in the region and it would be my pleasure to personally greet you and your council members during this pre-session time. A listing of communities I will be visiting is attached for your reference.

.../2

Each session will be three hours in length (including the “meet and greet” time) and will be structured along the following lines:

- Meet and Greet Pre-Session for Elected Officials (30 minutes)
- Opening Remarks and Presentation on MGA Review (30 minutes)
- Question and Answer Period (30 minutes)
- Open House (90 minutes)

Should you and your council wish to join me for the elected officials’ pre-session and/or for the public open house, please register by visiting mgareview.alberta.ca/get-involved and sign up for the session closest to you. As the pre-sessions are limited to elected officials, you and any of your municipality’s council members who wish to attend the pre-session will need to enter the access code “**MunicipalAffairs2016**” into the promotional code box to view and register for a pre-session. To do so, please select the location closest to you from the options provided on the website, then click on the “Register to Join this Conversation” link. This will take you to our registration page where you will find the promotion code link, simply click on this link and enter in the aforementioned promo code and all pre-sessions will appear. Please note that online registration will close two weeks prior to each pre-session for logistical planning purposes.

If you are unable to attend in person, please visit our website at mgareview.alberta.ca to learn of other ways in which to share your thoughts. You can also stay in touch with us by signing up for email notifications at the site.

Please feel free to spread the word so others can attend the public sessions and share their ideas for the improved MGA. Everyone is welcome to attend the public sessions, so no password is needed to register.

Thank you for your involvement and support as we bring forward a modern and responsive piece of legislation to help build better, more sustainable communities in our province. I hope to see you in the summer.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Larivee'.

Hon. Danielle Larivee
Minister of Municipal Affairs

Attachment: Listing of Tour Communities

Listing of Tour Communities**Two Hills: June 1, 2016**

Elected Officials Pre-session (7:00 – 7:30 p.m.)

Open House Session (7:30 – 10 p.m.)

Lac La Biche: June 2, 2016

Elected Officials Pre-session (7:00 – 7:30 p.m.)

Open House Session (7:30 – 10 p.m.)

Athabasca: June 3, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Rocky Mountain House: June 6, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Chestermere: June 7, 2016

Elected Officials Pre-session (1:30 – 2:00 p.m.)

Open House Session (2:00 – 4:30 p.m.)

Cochrane: June 9, 2016

Elected Officials Pre-session (1:30 – 2:00 p.m.)

Open House Session (2:00 – 4:30 p.m.)

Canmore: June 10, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Edmonton: June 13, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Hardisty: June 14, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Hanna: June 15, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Red Deer: June 16, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

High Prairie: June 21, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Peace River: June 22, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Grande Prairie: June 23, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Hinton: June 27, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Whitecourt: June 28, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Brooks: July 13, 2016

Elected Officials Pre-session (1:00 – 1:30 p.m.)

Open House Session (1:30 – 4 p.m.)

Medicine Hat: July 14, 2016

Elected Officials Pre-session (8:30 – 9:00 a.m.)

Open House Session (9 – 11:30 a.m.)

Lethbridge: July 15, 2016

Elected Officials Pre-session (8:00 – 8:30 a.m.)

Open House Session (8:30 – 11:00 a.m.)

CAO Town of Sedgewick

From: Sue Bohaichuk <SBohaichuk@auma.ca>
Sent: May-16-16 10:17 AM
Subject: Have Your Say on MGA at June 15-17 Mayors Caucuses

Dear Mayors:

Municipal Affairs will be tabling the MGA amendments in the legislature in late May. AUMA will immediately provide you with an impact analysis, followed by some suggested advocacy materials by the end of May to support your participation in the public consultation sessions hosted by the ministry in June and July.

As our response to Municipal Affairs on required changes to the MGA amendments is due at the end of July, we will be using the June Mayors' Caucuses as a key opportunity to hear your views. Please ensure your council is well represented at your allotted day at the Caucus:

- June 15—municipalities under 2,500 population
- June 16—municipalities between 2,500 and 10,000 population
- June 17—municipalities with populations greater than 10,000

We expect that most of the day will be comprised of discussion groups on various topics related to the MGA. As well, we will provide updates on other key policy and program initiatives. The agenda will be posted on the Mayors' Caucus [webpage](#) in early June once further details can be shared about the MGA amendments.

If you have not already registered, you can do so [here](#). The cost to attend your one-day session is \$75 per person plus GST. You are encouraged to include other members of your Council as well as your CAO. The Caucuses are being held at the [Pomeroy Inn & Suites at Olds College](#). To book a room, please contact the hotel directly by calling 1-855-800-8815 or 403-556-8815 and cite room block AUMA16. After May 18, the block of reserved rooms will be released. Other accommodation options are posted on our Mayors' Caucus [site](#).

If you have any questions about the Caucus, please contact [Christine Della Costa](#) by email or at 780-643-5638.



**Sue Bohaichuk FCPA, FCMA; ICD. D
CEO**

D: 780.409.4312

C: 587.987.7206

E: sbohaichuk@auma.ca

Alberta Municipal Place

300-8616 51 Ave Edmonton, AB T6E 6E6

Phone: 780.433.4431 Toll-free: 310-AUMA

Fax: 1.780-433-4454

www.auma.ca

www.amsc.ca



LETTERS:

1. **Village of Heisler:** Letter to Flagstaff County regarding the Fire Services Agreement that “....council supports researching alternative ways of providing fire services to our citizens.....”.
2. **Town of Hardisty:** Letter to Flagstaff County regarding the Fire Services Agreement that “...Council direct the CAO to correspond with Regional Emergency Service Committee in order to open the conversation related to budget approval and the current cost-share arrangement.....” and further that “....Hardisty agrees to support a facilitated Regional Emergency Services Committee meeting(s) WHEREAS all municipalities that are involved with providing fire services to Flagstaff County are involved in discussing and addressing a new concept in the delivery of fire services going forward.....”
3. **Kalitec Innovative Signage:** Letter and brochure introducing silhouette signage for schools and playground areas.
4. **Municipal Affairs:** Letter inviting the Town of Sedgewick to provide submissions for the Minister’s Awards for Municipal Excellence.
5. **Municipal Planning Services Ltd. (MPS):** Letter to Flagstaff County advising that the subdivision application for PRT NW-1-44-12-W4M was conditionally approved and valid for one year.
6. **Alberta Labour:** Letter from the Summer Temporary Employment Program (STEP) advising that financial resources have reached capacity and the Town of Sedgewick’s application was unsuccessful.
7. **Flagstaff County:** Letter requesting support from the Town of Sedgewick to convene for a facilitated meeting of the Emergency Services Committee to prepare for the expiration of the current agreement on December 31st, 2017.
8. **Wasteline Containers Ltd.:** Letter and brochure introducing their full line of Animal Resistant equipment.
9. **Carillion Canada Inc.:** Letter outlining their company’s services for road maintenance and construction.
10. **Landloc Environmental:** Letter introducing their product line of dust and erosion control products.

WORKSHOPS and SEMINARS:

1. **Communities Choose Well:** May 10th, 2016 Forum entitled “Food for Thought” in Edmonton, AB.

MINUTES and FINANCIAL STATEMENTS:

1. **Sedgewick Recreation Centre:** March 2016 Profit & Loss Statement
2. **Sedgewick Recreation Centre:** February 2016 Profit & Loss Statement

NEWSLETTERS AND PUBLICATIONS:

1. **Federation of Canadian Municipalities (FCM):** April 29th, 2016
2. **FCM:** April 28th, 2016
3. **FCM:** April 28th, 2016
4. **Alberta Urban Municipalities Association (AUMA):** April 27th, 2016
5. **Safe Boating Council:** April 24th, 2016
6. **Alberta Association of Municipal Districts & Counties (AAMDC):** April 20th, 2016
7. **AUMA:** April 20th, 2016
8. **ACSRC:** April 18th, 2016
9. **FCM:** April 18th, 2016
10. **AAMDC:** April 15th, 2016
11. **AUMA:** April 13th, 2016
12. **Communities Choose Well:** April 12, 2016
13. **Infrastructure:** April 2016
14. **Environmental Science & Engineering:** April 2016
15. **Award:** April 2016
16. **Battle River Power Coop:** April 2016
17. **Source:** Spring 2016 Catalogue
18. **AAMDC:** Spring 2016
19. **Enbridge:** 2016 Safety Pamphlets
20. **Info Canada:** 2016 Edition
21. **Kwik Goal:** 2016 Catalogue
22. **Parkland Regional Library (PRL):** 2015 Annual Report