



TOWN OF SEDGEWICK 2022 YEAR END REVIEW



MISSION STATEMENT

“To preserve and enhance our resident’s collective *quality of life* by making Sedgewick a desirable and safe place in which to live, work, shop, study, play, raise a family and grow old. We are a progressive community poised for growth!



OVERVIEW

The Town of Sedgewick has dealt with a significant number of issues this past year:

- Purchase and renovation of a building for a new library
- Replacement and repair of raw water lines which grew in scope and went overbudget
- Installation of a new high speed internet system through Connect Mobility
- Resignation of the Finance Clerk and Chief Administrative Officer.

A review of Council’s decisions includes:

January, 2022

- Policy 18-05 – Snow Removal Policy which was amended to direct public works in the clearing of snow at the recreation centre
- Provided financial assistance to the Community Hall Board to assist with paying utilities

February, 2022

- Bylaw 585 – Traffic Bylaw was amended to allow firefighters to use green flashing lights on their private vehicles when responding to an emergency
- Agreed to spend \$5,000 to do a building inspection on 4806 47 Street as a possible location for the library
- Approved the 2022-2026 Strategic Plan

March, 2022

- Agreed to spend \$5,000 to develop a design for CNwave broadband system
- Bylaw 587 – Non-Residential Development Incentive Bylaw was approved to provide for a 5-year municipal tax incentive for new non-residential development
- Bylaw 588 – Fees and Charges Bylaw was approved with the intent to ensure that the water utility was operating on a cost recovery basis
- Bylaw 589 – Amendment to Bylaw 588 which waived the cost of development permits between May 1 and June 15, 2022
- Policy 22/17 – Residential Infill Incentive Policy which provides financial incentives to construct new residential dwellings in existing areas
- Policy 22/18 – New Resident Incentive Policy which provides credits to utility bills to new residents who purchase a home which has been vacant for at least 60 days if the home was purchased between June 1 and September 30.

- Policy 22/19 – Storefront Improvement Incentive Policy which provides up to \$5,000 to assist business property owners and/or their tenants to enhance Storefronts
- Provided financial assistance to the Community Hall Board to assist with paying utilities
- Paid for shale for the ball diamonds
- Paid for the Arena Operator’s training for Recreation Centre staff
- Retained Coldwell Banker Battle River Realty to market residential lots
- Decreased the prices of new lots to \$20,000 per lot

April, 2022

- Policy 22-21 – Water Rate Relief Policy which provides financial assistance to seniors and/or those on fixed incomes to help counter the newly adopted water base consumption fees
- Bylaw 590 – Amendment to Bylaw 588 to include the incentives provided for in Policy 22-21
- Bylaw 591 – Recreation Board Bylaw to allow for the appointment of non-resident board members as well as a member of Flagstaff County Council as a board member
- Council entered into a lease agreement with the Sedgewick Public Library Board and direct administration to search for an appropriate building for the library
- Provided financial assistance to the Community Hall Board to assist with paying utilities
- Approved paying the Sedgewick Recreation Board \$40,000 to provide mowing services to town owned property and maintenance of the dog park and ball diamonds in 2022
- Agreed to provide \$1,200 per year until 2025 to the Flagstaff Community Adult Learning Welcoming Community Project

May, 2022

- Approved the final operating budget in the amount of \$3,104,425
- Bylaw 592 – Tax Rate Bylaw which included an increase in the minimum tax to \$1,000 per parcel, a 5.75% decrease in residential tax rate and a 9.5% increase in non-residential tax rate.
- Bylaw 593 – Procedural Bylaw which determines the layout of council’s agendas as well as the procedures to be followed during council meetings
- Directed Administration to proceed with the purchase of a building for the library
- Approved \$5,000 to be used as matching funds for a grant to plant trees along the 54th Avenue subdivision
- Requested that the Sedgewick Recreation Board provide a detailed facility rental proposal for concerts

June, 2022

- Approved a sidewalk replacement priority list and directed repairs to be completed in 2022
- Approved the Recreation Funding Committee allocations for the Flagstaff County Recreation grant
- Bylaw 594 – Amendment to the Fees and Charges Bylaw assigning the bulk water rate to any development operating as a commercial bulk water station

- Approved funding from unrestricted reserves and MSI grant for the raw water line replacement project

July, 2022

- Approved spending an additional \$80,000 to repair three water main valves with the funds coming from the Water Infrastructure Reserve
- Approved installing the Supernet service in the new library location at a cost of \$27,281 to come from unrestricted reserves
- Agreed to submit the RETScreen analysis to assist with the Green and Inclusive Community Buildings grant application for a new ice plant for the arena at a cost of \$7,900 to come from the recreation operating reserve
- Entered into a contract with Connect Mobility to establish a CNwave broadband network at a cost of \$300,000 for Phase I with the funds to come from unrestricted reserves

August, 2022

- Hired a search company to recruit a new CAO
- Policy 22/21 – Property Damage or Injury Compensation Policy which established the procedure for determining if property damage or personal injury should be compensated if the town is found to be legally liable for the damages
- Policy 22/22 – Policy and Bylaw Review Policy to set out a process for reviewing all policies on a regular basis
- Approved an amended Capital Budget in the amount of \$1,026,400 to reflect the increased costs for the raw water line replacement project

September, 2022

- Agreed to include a proposed special tax to generate funds to assist with recreation centre heating costs
- Approved the job description for a third public works operator
- Appointed the interim Chief Administrative Officer
- Closed operations on Friday, September 30, 2022 to observe Truth and Reconciliation Day
- Assigned an honorary name of Queen Elizabeth Way to the 4800 Block of 47 Street
- Policy 22-24 – Library Building Reserve Policy which directs that all rent received from the Sedgewick Public Library Board be placed into a building maintenance reserve for the library building
- Set a cap of \$147,000 for the Library Building Purchase and Renovation and capped the cost of the washroom at \$11,000
- Reviewed an offer to purchase two residential lots and submitted a counter-offer to the purchasers

October, 2022

- Held the annual Organization Meeting and approved the appointment of Deputy Mayor Hinkey as well as all committee appointments
- Approved added a monthly fee to utility billings for recreation and culture use

- Agreed to renew the franchise fee agreement with FortisAlberta
- Agreed to increase the FortisAlberta franchise fee from 9% to 10%
- Approved the proposed 2023 budgets for Flagstaff Family & Community Services, Flagstaff Solid Waste Management Association, Parkland Regional Library System and Flagstaff Regional Emergency Services Society
- Informed the Sedgewick Community Hall Board that the Town would be taking over all financial responsibilities for the hall and that all expenditures had to be approved by council or administration
- Bylaw 595 – Fees & Charges Bylaw – Council approved 1st reading of the Fees & Charges Bylaw to take effect on January 1, 2023
- Amended the MSI Capital grant application to cover the cost overruns on the raw water pipe replacement project
- Accepted an offer to purchase a tax recovery property
- Accepted the employment agreement with the new CAO

November, 2022

- Bylaw 595 – Fees & Charges Bylaw - approved 2nd and 3rd readings to the new Fees & Charges Bylaw to take effect on January 1, 2023
- Bylaw 596 – Consolidations and Corrections Bylaw – which allows administration to consolidate amending bylaws into the original bylaw and to make grammatical and clerical corrections to bylaws
- Policy 17-02 – Human Resources Policy – which sets out the expectations, benefits and discipline processes in regard to staff
- Award two long term service awards to firefighters
- Agreed to rescind the mowing contract with the Sedgewick Recreation Board effective January 1, 2023
- Approved a contract extension and amendment for interim CAO

December, 2022

HIGHLIGHTS FOR 2023

The new CAO, Sean Mascaluk should be starting on January 16, 2023.

The public works staff will be increased to three individuals.