

Town of Bowden - Regular Council Meeting AGENDA

A Regular Council Meeting of the Town of Bowden
to be held in Council Chambers, at 2101 – 20 Avenue, Bowden,
on **Monday 9 December 2024**, at 7:00pm.

- 1. CALL TO ORDER**
- 2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA**
- 3. ADOPTION OF PREVIOUS MINUTES**
 - 3.a November 25, 2024, Regular Council Meeting
- 4. PUBLIC HEARING**

None scheduled.
- 5. DELEGATION**
 - 5.a S/Sgt Warren Wright (Olds RCMP Detachment)
- 6. BUSINESS ARISING FROM PREVIOUS MINUTES**
 - 6.a Bowden Hotel.
 - 6.b Council Resolutions Follow Up Action Summary
 - 6.c Key Dates.
- 7. BYLAWS & POLICIES**
 - 7.a Municipal Election Bylaw 10 / 2024 (second reading)
 - 7.b Elected Officials Remuneration, Benefits, and Expenses Policy 05 / 2024
- 8. NEW BUSINESS**
 - 8.a CAO Delegation of Powers
- 9. FINANCIAL**
 - 9.a Operating Budget 2025 (draft version 2)
 - 9.b Interim Operating Budget 2025
 - 9.c Interim Capital Budget 2025
- 10. CORRESPONDENCE**
 - 10.a Red Deer County Protective Services November Enforcement Contract
- 11. REPORTS**
 - 11.a CAO's Report (**CLOSED SESSION**)
 - 11.b Council Committee Reports.
 - 11.c Society & Other Reports.
- 12. CLOSED SESSION OF COUNCIL ("in camera")**
 - 12.a Agenda item 11.a CAO's Report (Confidential).

This closed meeting of Council is permitted by section 197 of the MGA.
An exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) therefore applies on the basis of:
Section 27 "deemed to be privileged information".
- 13. MEETING ADJOURNMENT**



Town of Bowden – Regular Council Meeting
held on Monday 25th November 2024
at Town of Bowden Council Chambers.

MINUTES (unapproved)

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:00pm.

PRESENT	Mayor	Robb Stuart	(Chair)
	Councillor	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	
	Councillor	Wayne Milaney	
	Councillor	Sandy Gamble	

ABSENT	Councillor	Marie Flowers
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ADMINISTRATION	CAO	Arno Glover
	CFO	Jacqui Molyneux

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

Moved by Councillor Randy Brown that Council adopts the agenda as amended.

Note: (amended as follows):

Agenda Item 5 Delegation redesignated as Bowden Public Library Board Budget

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the minutes of the Regular Council Meeting of November 12, 2024, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. BOWDEN PUBLIC LIBRARY BOARD BUDGET

Agenda item 5.a Presentation of Public Library Board Budget

Councillor Randy Brown provided Council with an overview of the Bowden Public Library Board Budget for 2025

This included a proposal to extend the library opening hours and to increase the number of programs from 19 to 38.

The Local Appropriation requested from the Town is \$25,524.56 an increase in funding of 148% over 2024. (increased from \$10,283.50).

Motion 5.a

Moved by Councillor Paul Webb that Council approves the submitted Bowden Public Library Board budget for a term of 1 year as presented.

MOTION CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM PREVIOUS MINUTES**Agenda item 6.a Bowden Hotel**

Administration reported that a Discharge of Tax Notification had been signed by the Town and submitted to the Land Titles Office.

This will formally discharge the Municipal encumbrance from the property title (a sum of \$297,201.95).

Motion 6.a

Moved by Councillor Deb Coombes that Council accepts Business Arising agenda item 6.a as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Council Resolutions Requiring Follow Up Action

Administration provided Council with a summary of Council resolutions that remain as work in progress / ongoing.

Motion 6.b

Moved by Councillor Randy Brown that Council accepts the document as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.c Key Dates

Administration provided Council with forthcoming key dates.

CAO Arno Glover is to confirm attendees for the Red Deer & District FCSS 50th Anniversary Celebration event.

Mayor Robb Stuart is to confirm attendees for the Ag Society event on December 14.

Motion 6.c

Moved by Councillor Deb Coombes that Council accepts Business Arising agenda item 6.c as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.d Red Deer & District FCSS Multi Operating Agreement

Administration provided an overview of the revised agreement.

It was proposed that the Mayor and the CAO review the agreement.

Motion 6.d

Moved by Councillor Randy Brown that Council accepts Business Arising agenda item 6.d as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES**Agenda item 7.a Business Licence Bylaw 09 / 2024**

Administration submitted to Council Business Licence Bylaw 09 / 2024.

Council gave first reading to the bylaw in the RCM of November 12, 2024.

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Council and Administration discussed the business licence application procedure in particular with regard to home occupation businesses and the requirement to satisfy any discretionary use within the Town's Land Use Bylaw.

Council recommended that the application process for home occupation business is implemented as follows:

- i. businesses who currently have a 2024 Business Licence request a Business Licence renewal,
- ii. businesses who do not have a 2024 Business Licence are required to submit an application for a "new licence".

Home occupation businesses that fall into category (ii) will be required to provide a Development Permit in accordance with any relevant provisions for discretionary use as stipulated within the Town's Land Use Bylaw.

This requirement necessitates a minor rewording of section 4.4.1 of the bylaw and the use of two distinct applications forms. Council approved the changes and gave second reading.

Bylaw 09 / 2024 received third reading and was passed by Council without further amendment.

Motion 7.a

Moved by Councillor Deb Coombes that Council gives second reading to Business Licence Bylaw 09 / 2024.

MOTION CARRIED UNANIMOUSLY

Motion 7.b

Moved by Councillor Paul Webb that Council gives third and final reading to Business Licence Bylaw 09 / 2024 and is adopted accordingly and made effective once duly signed.

MOTION CARRIED UNANIMOUSLY

Agenda item 7.b Municipal Election Bylaw 10 / 2024

Administration submitted to Council, Municipal Election Bylaw 10 / 2024.

This bylaw updates and replaces Municipal Election Bylaw 02 / 2021.

Administration stated that the existing bylaw requires updating to:

- incorporate changes within the Local Authorities Election Act,
- make reference to the 2025 General Municipal Election.

Administration requested that that Council grants first reading to Municipal Election Bylaw 10 / 2024.

In addition, Administration requested an indication from Council with respect to:

- i. whether a deposit of \$100.00 should be provided by each candidate,
- ii. whether candidates are required to provide a criminal record check.

Council provided an indication that both of the above requirements should included in the bylaw.

Administration is to continue to research the new legislative requirements and to keep Council informed of relevant new information.

Motion 7.c

Moved by Councillor Sandy Gamble that Council gives first reading to Municipal Election Bylaw 10 / 2024.

MOTION CARRIED UNANIMOUSLY

8. NEW BUSINESS

Agenda item 8.a Extended Producer Responsibility Regulation

Administration provided Council with information pertaining to the Extended Producer Responsibility Regulation under the Environmental Protection and Enhancement Act for single use products, packaging and paper products.

This new regulation in Alberta shifts the financial and operational responsibility for recycling from municipalities to the organizations that produce and sell packaging and paper.

Administration stated that the Town is currently in the final stages of contract discussions with Circular Materials. A Master Servicing Agreement will be put in place.

More information about the scheme can be found on the Circular Materials website:
<https://www.circularmaterials.ca>

Motion 8.a

Moved by Councillor Randy Brown that Council accepts the Extended Producer Responsibility Regulation update as information.

MOTION CARRIED UNANIMOUSLY

Mayor Robb Stuart called for a brief recess at 8:10 p.m.

Mayor Robb Stuart called the meeting back to order at 8:20 p.m.

9. FINANCIAL

Agenda item 9.a Operating Budget 2025

Administration submitted to Council the first draft of the 2025 Operating Budget for review and deliberation.

CAO Arno Glover and CFO Jacqui Molyneux provided an overview of the budget and the assumptions made by Administration in the preparation of the first draft.

The operating budget as presented provided an overview summary analysis of projected revenues and expenditures with comparatives to the 2024 Budget and YTD Actuals for 2024.

Administration noted the requirements and comments of Council.

Motion 9.a moved by Councillor Wayne Milaney that Council instructs Administration to make further amendments to the 2025 Operating Budget as required / requested and to resubmit to Council further draft of the Operating Budget for further review, deliberation, adjustments, and approval.

MOTION CARRIED UNANIMOUSLY

As per the provision within section 6.1 of the Town of Bowden Council Procedural Bylaw 08 / 2020 unanimous consent is required to extend a meeting beyond three hours duration.

Motion

Moved by Councillor Paul Webb that Council extends the meeting duration beyond three hours.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE

There were no items of correspondence.

11. REPORTS

Agenda item 11.a CAO's Report

CAO Arno Glover provided Council with an overview of the items included within the CAO's report.

Motion 11.a

Moved by Councillor Paul Webb that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

- i. Bowden Public Library Board (minutes of annual organizational meeting of Nov 13, 2024)

Agenda item 11.c Society & Other Reports

- i. Alberta Legislate Session 1 Summary Report (November 18 – 21)
- ii. RMA Fall Convention (notes of from November 5)
- iii. Bowden Grandview School Council Meeting Report (September 13, 2024)
- iv. Bowden Grandview School Council Meeting Report (October 15, 2024)
- v. Bowden Grandview School Council Meeting Report (November 19, 2024)
- vi. Parkland Regional Library Board Talk (highlights of 14 November Board Meeting)
- vii. Parkland Regional Library Minutes (14 November Board Meeting)

Motion 11.b

Moved by Councillor Randy Brown that Council accepts submitted reports 11.b.i and 11.c.(i) to (vii) as information.

MOTION CARRIED UNANIMOUSLY

12. CLOSED SESSION OF COUNCIL ("in camera")

Agenda item 11.b.ii Public Library Board Meeting Minutes (November 13, 2024)

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 "is deemed to be privileged information".

Motion 12.a

Moved by Councillor Paul Webb at 10:21 p.m. that Council moves to an "in-camera" session as per section 27 of the FOIP Act.

MOTION CARRIED UNANIMOUSLY

Motion 12.b

Moved by Councillor Deb Coombes at 10:29 p.m. that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

Moved by Councillor Deb Coombes that Council accepts the submitted report (agenda item 11.b.ii) as information.

MOTION CARRIED UNANIMOUSLY

13. MEETING ADJOURNMENT

Motion 13.a

Moved by Councillor Sandy Gamble at 10:30 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:

**Mayor
Robb Stuart**

**CAO
Arno Glover**

Regular Council Meeting: December 9, 2024.	Agenda Item: 5.a
Prepared by: Arno Glover	Approved by:
Report Type: Information	Attachment(s): 1 RCMP Crime Stats & Community Reports

5.a**S/Sgt Warren Wright – Detachment Commander (Olds RCMP Detachment).**

Staff Sergeant Warren Wright will provide Council with an overview of the:

- i. Quarterly Crime Statistics July to September 2024,
- ii. RCMP Provincial Policing Report.

Suggested Motion:

Motion by Councillor _____ that Council accepts the RCMP Crime Statistics and Provincial Policing Report as information.



November 12, 2024

Mayor Robb Stuart
Town of Bowden, Alberta

Dear Mayor Stuart,

Please find attached the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2024 reporting period. The attached report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Olds Detachment.

This quarter I want to update you on the status of the Body Worn Camera (BWC) rollout, which will be starting this month. We will be conducting Province-wide media releases in mid-November that will include a demonstration of the new BWC along with an update on the Alberta RCMP deployment plan. As the deployment of BWCs to each detachment will take approximately 12-18 months, I will reach out to inform you of when you are expected to receive it. Shortly before the deployment of BWCs in our communities, I will also ensure there is communication locally so that residents are aware of this new piece of equipment being used by our officers.

I also want to let you know about the RCMP Public Consultation Tool that is anticipated to be launched in early 2025. This initiative is being launched in order to solicit feedback from RCMP stakeholders with the goal of increasing transparency in policing and contribute to our vision of becoming an inherently open RCMP. This public consultation tool will be secure and confidential for all participants who will remain anonymous. I encourage your engagement in this process and if you would like more information, you can contact the Open Government Office at EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca

I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.



S/Sgt. Warren Wright
Detachment Commander
Olds RCMP Detachment





Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Olds

Detachment Commander

S/Sgt. Warren Wright

Report Date

November 12, 2024

Fiscal Year

2024-25

Quarter

Q2 (July - September)

Community Priorities





Priority #1: Property - Theft

Updates and Comments:

No specific coordinated warrant roundups were completed in Q2 above the normal execution of arrest warrants during the course of regular duties.

2024-09-01, a commercial hotel property within the Town of Olds was subject to a CDSA search warrant by Olds RCMP resulting in the seizure of Fentanyl, Cocaine and assorted pills. CDSA charges laid against an Olds area male.

2024-09-10, a residential property within the Town of Olds was subject to a search warrant by Olds RCMP resulting in the seizure of quantity of power tools, generators and other items suspected to be stolen. Charges pending outcome of investigation.

Town of Bowden

1 offender was identified as having court enforceable conditions and 4 compliance checks were completed.

Mountain View County

1 offender was identified as having court enforceable conditions and 4 compliance checks were completed.

Kneehill County

No offenders were identified as having court enforceable conditions.

Red Deer County

No offenders were identified as having court enforceable conditions.

Priority #2: Police / Community Relations - Police Visibility

Updates and Comments:

2024-07-01 Ops NCO attended and interacted with Kneehill County residents at the annual lawn tractor races in Wimborne.

2024-07-13 Detachment members marched in red serge at the Bowden Rodeo Daze parade.

2024-07-22 to 26 CRO hosted Olds RCMP Youth Academy with 13 area youth cadets.

2024-08-13 met with Mountain View County to discuss rural crime reduction strategies.

2024-08-23 CRO completed interview with local radio station on community policing initiatives.





2024-08-26 met with Bowden Mayor, Council and CAO to discuss APP Q1 Provincial Policing Report.

2024-08-28 CRO presented with Community Partner of the Year award by Olds College.

2024-09-11 Det Commander participated in the Bowden Community Showcase at the Grandview School.

Priority #3: Violence - Violence in relationships

Updates and Comments:

2024-08-27 CRO and Ops NCO facilitated East Asian Sikh RCMP member from Chestermere to complete a presentation on Canadian laws & customs, mental health and domestic violence prevention to all foreign students at Olds College during their orientation.

Priority #4: Traffic - Safety (motor vehicles, roads)

Updates and Comments:

Single member and multiple member proactive traffic enforcement patrols were undertaken during regular scheduled shifts yielding results consistent from the last reporting period in written warnings, traffic tickets and mandatory alcohol screening - immediate roadside sanctions throughout the Detachment area.

No JFO's were undertaken in Q2.





Community Consultations

Consultation #1

Date	Meeting Type
August 13, 2024	Community Connection
Topics Discussed	
Rural Crime – Theft & Drugs	
Notes/Comments:	
2024-08-13 met with Mountain View County to discuss rural crime reduction strategies.	

Consultation #2

Date	Meeting Type
August 26, 2024	Meeting with Elected Officials
Topics Discussed	
Bowden Council Police Reporting – Q1	
Notes/Comments:	
Met with Bowden Mayor, Council and CAO to discuss APP Q1 Provincial Policing Report.	

Consultation #3

Date	Meeting Type
September 11, 2024	Town Hall
Topics Discussed	
Bowden and RDC resident engaged	
Notes/Comments:	
Olds Detachment Commander used Bowden Community Showcase to set up table and engage public and other participants in Town Hall style engagement and opportunity to solicit feedback on policing in the community.	





Crime Statistics

The following table provides policing statistics on actual offences within the periods listed. Please see the Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2023	2024	% Change YoY	2022	2023	% Change YoY
Total Criminal Code	79	62	- 22%	403	261	- 35%
Persons Crime	20	15	- 25%	91	51	- 44%
Property Crime	46	36	- 22%	263	165	- 37%
Other Criminal Code	13	11	- 15%	49	45	- 8%
Drugs Offences	4	0	-100%	10	8	- 20%
Total Federal Acts	5	0	- 100%	16	12	-25%
Total Provincial Acts ⁴	35	37	+ 6%	111	115	+ 4%
Municipal By-Laws	3	1	- 67%	20	10	- 50%
Motor Vehicle Collisions	65	54	- 17%	442	348	- 21%
Total Traffic Offences	360	324	- 10%	1617	1281	- 21%
Provincial Code Traffic	343	318	- 7%	1575	1239	- 21%
Criminal Code Traffic	17	5	- 71%	38	39	+ 3%
Other Traffic	0	1	N/A	4	3	- 25%

Notes:

1. Data is extracted from a live database (PROS) and is subject to change over time.
2. Statistics for the July - September period reflect RCMP records as of October 8, 2024.
3. Full-year statistics reflect RCMP records as of January 5, 2024.
4. "Total Provincial Acts" include records of non-offence activities that are undertaken by Detachment members, in addition to actual offences under various provincial acts. Non-offence activities may include activities under the *Mental Health Act*, *Coroners Act*, and other provincial legislation in Alberta.

Trends / Points of Interest





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	5	4	1	0
Detachment Support	2	1	1	0

Notes:

1. Data extracted on September 27, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the five established positions, four officers are currently working. There is one officer on sick (special) leave. There is no hard vacancy at this time.

Detachment Support: Of the two established positions, one resources is currently working and one is on sick (special) leave. There is no hard vacancy at this time.



Olds Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	1	1	0	0	N/A	N/A	-0.1
Drug Enforcement - Possession		1	3	0	0	0	-100%	N/A	-0.5
Drug Enforcement - Trafficking		0	0	4	3	0	N/A	-100%	0.3
Drug Enforcement - Other		1	0	0	1	0	-100%	-100%	-0.1
Total Drugs		2	4	5	4	0	-100%	-100%	-0.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	0	1	0	-100%	-100%	-0.1
TOTAL FEDERAL		3	4	5	5	0	-100%	-100%	-0.5
Liquor Act		2	2	1	2	0	-100%	-100%	-0.4
Cannabis Act		3	1	0	0	0	-100%	N/A	-0.7
Mental Health Act		12	9	12	16	16	33%	0%	1.5
Other Provincial Stats		23	23	13	17	21	-9%	24%	-1.0
Total Provincial Stats		40	35	26	35	37	-8%	6%	-0.6
Municipal By-laws Traffic		0	1	0	0	0	N/A	N/A	-0.1
Municipal By-laws		2	8	7	3	1	-50%	-67%	-0.7
Total Municipal		2	9	7	3	1	-50%	-67%	-0.8
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		3	4	11	2	5	67%	150%	0.2
Property Damage MVC (Reportable)		49	59	100	50	35	-29%	-30%	-3.7
Property Damage MVC (Non Reportable)		4	5	8	13	14	250%	8%	2.8
TOTAL MVC		56	68	119	65	54	-4%	-17%	-0.7
Roadside Suspension - Alcohol (Prov)		0	3	2	3	1	N/A	-67%	0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		863	503	330	343	318	-63%	-7%	-125.0
Other Traffic		1	1	2	0	1	0%	N/A	-0.1
Criminal Code Traffic		14	17	12	17	5	-64%	-71%	-1.8
Common Police Activities									
False Alarms		5	3	2	6	3	-40%	-50%	-0.1
False/Abandoned 911 Call and 911 Act		7	9	8	6	23	229%	283%	2.9
Suspicious Person/Vehicle/Property		34	26	31	12	26	-24%	117%	-3.0
Persons Reported Missing		1	1	1	1	0	-100%	-100%	-0.2
Search Warrants		0	1	1	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		14	14	7	5	5	-64%	0%	-2.7
Form 10 (MHA) (Reported)		0	1	2	1	0	N/A	-100%	0.0



Olds Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death	—	0	0	0	0	0	N/A	N/A	0.0
Robbery	—	0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults	↗↘↗	0	3	0	0	3	N/A	N/A	0.3
Other Sexual Offences	↗↘↗	0	0	0	1	0	N/A	-100%	0.1
Assault	↗↘↗	2	9	12	12	4	100%	-67%	0.7
Kidnapping/Hostage/Abduction	—	0	0	0	0	1	N/A	N/A	0.2
Extortion	—	0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment	↗↘↗	2	5	1	6	5	150%	-17%	0.7
Uttering Threats	↗↘↗	0	7	6	1	1	N/A	0%	-0.4
TOTAL PERSONS	↗↘↗	4	24	19	20	15	275%	-25%	1.8
Break & Enter	↗↘↗	10	12	12	4	8	-20%	100%	-1.2
Theft of Motor Vehicle	↗↘↗	9	16	13	6	2	-78%	-67%	-2.4
Theft Over \$5,000	↗↘↗	3	5	3	2	4	33%	100%	-0.1
Theft Under \$5,000	↗↘↗	15	18	15	13	12	-20%	-8%	-1.1
Possn Stn Goods	↗↘↗	7	6	5	1	0	-100%	-100%	-1.9
Fraud	↗↘↗	6	8	16	10	1	-83%	-90%	-0.8
Arson	↗↘↗	0	0	1	0	0	N/A	N/A	0.0
Mischief - Damage To Property	↗↘↗	16	20	13	7	7	-56%	0%	-3.1
Mischief - Other	↗↘↗	5	7	10	3	2	-60%	-33%	-1.0
TOTAL PROPERTY	↗↘↗	71	92	88	46	36	-49%	-22%	-11.6
Offensive Weapons	↗↘↗	1	1	0	1	1	0%	0%	0.0
Disturbing the peace	↗↘↗	3	2	3	5	3	0%	-40%	0.3
Fall to Comply & Breaches	↗↘↗	6	7	5	3	5	-17%	67%	-0.6
OTHER CRIMINAL CODE	↗↘↗	3	7	5	4	2	-33%	-50%	-0.5
TOTAL OTHER CRIMINAL CODE	↗↘↗	13	17	13	13	11	-15%	-15%	-0.8
TOTAL CRIMINAL CODE	↗↘↗	88	133	120	79	62	-30%	-22%	-10.6



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 29969

November 20, 2024

His Worship Robb Stuart
Mayor
Town of Bowden
PO Box 338
Bowden AB T0M 0K0

Dear Mayor Stuart:

As a respected partner in the field of police governance in Alberta, I am writing to highlight how recently proclaimed legislative changes may affect your community.

The Government of Alberta is enhancing civilian governance of the Royal Canadian Mounted Police (RCMP) by proclaiming sections of the *Police Amendment Act, 2022*, and creating the Police Governance Regulation and Police Governance (Ministerial) Regulation. These amendments will ensure communities policed by the RCMP have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

These changes will take effect on March 1, 2025, after a transition period to allow municipalities to pass and implement relevant bylaws. Every community in Alberta served by the RCMP will be required to be represented by one of the following types of governance bodies, depending on their population size and type of police service agreement.

Communities with a population of 15,000 or greater, policed under a Municipal Police Service Agreement

- These communities are required to establish a Municipal Policing Committee (MPC), through bylaws, by March 1, 2025.
- MPCs will consist of between three and seven members appointed by the municipality's council.
- The Minister may also appoint committee members based on the size of the committee.

.../2

Communities with a population of less than 15,000, policed under a Municipal Police Service Agreement

- These communities are required to establish a Regional Policing Committee, through bylaws, by March 1, 2025.
- Each RCMP district is a region (e.g., South, Central, East, and West), and each region contains five to 10 municipalities required to work with other communities in the same RCMP district to form a Regional Policing Committee (RPC).
- RPCs will consist of at least one member appointed by each municipality represented.
- Communities may opt out of a RPC in favour of establishing their own municipal committee, or a joint committee with another municipality, with ministerial approval.

Communities policed under the Provincial Police Service Agreement

- Small and rural communities policed under the Provincial Police Service Agreement, including municipalities with a population under 5,000, municipal districts and counties, and Metis Settlements, will be represented by the Provincial Police Advisory Board.
- The province will appoint up to 15 members to the Provincial Police Advisory Board, including representation from First Nations, Métis communities, Rural Municipalities of Alberta, Alberta Municipalities, and all four provincial RCMP districts.
- Costs for the Provincial Police Advisory Board will be borne by the province.
- The Provincial Police Advisory Board will be operational by March 1, 2025.

Attached for further reference is a Frequently Asked Questions document with more information about the new requirements for RCMP local governance bodies. You can also find the Police Governance (Order in Council) Regulation, the Police Governance (Ministerial) Regulation, and the proclamation of the *Police Act* sections establishing these governance bodies on the Alberta.ca website at www.alberta.ca/alberta-kings-printer.

Please note that in the next few weeks your administration will receive communication from department representatives with details about planned information sessions regarding these governance bodies. If you have any questions or require support in the set-up of these governance bodies, please contact the department at: AlbertaPoliceGovernance@gov.ab.ca.

Thank you for everything you do to help ensure Albertans can live, work, and raise families in safe and secure communities.

Sincerely,



Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

Attachment

Frequently Asked Questions:

RCMP civilian governance

Alberta's government is enhancing civilian governance of RCMP policed communities to ensure they have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

This document provides answers to questions about the establishment and operation of RCMP civilian governance bodies.

Why is the government mandating civilian governance bodies for RCMP-policed communities?

Creation of these new civilian governance bodies responds to a long-standing desire of communities to have more say in how they are policed by the RCMP.

By establishing municipal and regional governance committees and the Provincial Police Advisory Board, we are giving communities the opportunity to provide input on both local and provincial policing priorities and RCMP service delivery while increasing police accountability.

Civilian governance bodies support a paradigm shift that sees local police as an extension and a reflection of the communities they serve.

What will the function of the municipal police committees be?

Municipal policing committees will enhance civilian governance of local policing by:

- Overseeing the administration of the municipality's police service agreement;
- Representing public interests and concerns to local RCMP leadership and collaborating with local detachments to plan yearly priorities and strategies for municipal policing and community safety; and
- Regularly reporting on the implementation of programs and services that support police service priorities.

What will the function of the regional police committees be?

Regional policing committees will help ensure Alberta's small rural communities have a voice in how they are policed.

- Regional committee's roles and responsibilities will be similar to their municipal counterparts, advocating for the priorities and concerns of smaller communities while also supporting integrated community safety planning for RCMP policed municipalities in the region.
- The boundaries of the four new regional policing committee zones correspond to Alberta's four RCMP districts, to ensure local policing priorities are accurately reflected in service delivery.

How many different civilian governance bodies will be established?

Four regional policing committees will be established to align with the four RCMP districts in Alberta.

The number of municipal policing committees will depend on whether individual communities decide to either participate in one of the four regional boards, form joint municipal policing committees with neighbouring communities, or form their own municipal policing committee. It is recognized that some communities already have a committee similar in nature to what is envisioned.

How will the civilian governance body for a community be determined?

Communities with a population over 15,000 that are policed by the RCMP will be required to establish municipal policing committees.

RCMP policed communities with a population between 5,000 and 15,000 will be represented by regional policing committees but can apply to opt out and form their own municipal policing committee.

Communities with a population under 5,000 that are served by the RCMP under the Provincial Police Service Agreement will be represented by the Provincial Police Advisory Board. The board will make recommendations on province-wide policing priorities and other aspects of RCMP service delivery.

What is the timeline for these governance bodies to be established?

The amendments and new regulations will come into force on March 1, 2025.

A transitional period, between November 2024 and February 2025, will allow municipalities to pass relevant bylaws and make other preparations for implementation.

This transition period also allows municipalities that already have civilian governance bodies time to adapt those bodies to the new statutory requirements.

What is the process for communities that want to opt out of a regional committee and establish their own municipal or joint policing committee?

Communities seeking to opt out of a regional committee in favour of establishing their own municipal committee (or a joint committee with another municipality) must have a formal process in place to do so, consistent with how other municipal committees are established and aligned with the *Police Act* and Police Governance Regulation.

- Municipalities will also need ministerial approval in order to opt out of a regional committee and/or form a joint municipal committee.
- Any municipality can be part of a joint municipal policing committee, as long as it meets the definition of municipality in the *Police Act*.

To initiate the process of obtaining ministerial approval, a municipality can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca.

What are the requirements for the composition of the municipal and regional policing committees?

Municipal policing committees will consist of between three and seven members, appointed by the municipality's council, for terms of two to three years. The municipality's chief elected officer is not eligible to be elected as chair or vice-chair of a municipal policing committee.

Regional policing committees will consist of at least one member appointed by each municipality represented for terms of two to three years.

- Regional policing committees can include additional members appointed by the municipalities with the agreement of all the municipalities in the region. Both municipal and regional policing committees may also include provincial members appointed by the minister.

Will committee positions be voluntary or paid?

Municipalities can choose whether to establish remuneration for their policing committee (municipal or regional) members through their respective bylaws.

Will the municipalities have to pay for the setup and administration of the governance bodies

Municipalities are responsible for the costs of establishing, administering, and sustaining membership of municipal and regional policing committees.

If a municipality cannot afford these costs, they have the option of utilizing a portion of their annual Police Support Grant, which allows funds to be used for governance and local police oversight.

Communities with populations between 5,000 and 15,000 may also take the opportunity to share costs related to RCMP governance by becoming part of a regional policing committee.

What is the role of the Provincial Police Advisory Board?

The Provincial Police Advisory Board will serve as an advisory body for about 275 small rural municipalities, such as municipal districts and counties, as well as eight Metis Settlements policed by the RCMP under the Provincial Police Service Agreement. The board will support the alignment of local and provincial priorities across the province.

The PPAB will be responsible for developing and maintaining communication between the Alberta RCMP, the provincial government, and the small and rural communities it represents.

The PPAB will help advance the interests of RCMP-policed communities by

- Advising and supporting collaboration between the RCMP, communities, and community agencies on integrated community safety planning;
- Representing the interests of communities served by the RCMP under a provincial police service agreement;
- Reporting annually on progress related to provincial police service priorities, provincial police service resourcing, and related initiatives; and
- Working with the RCMP and the Ministry of Public Safety and Emergency Services to communicate with municipalities about provincial priorities, resourcing, and community specific challenges.

How will the government ensure alignment between provincial and municipal policing priorities?

Both municipal and regional policing committees are required to consider provincial policing priorities when setting local ones.

The Provincial Police Advisory Board will provide advice on behalf of small and rural communities policed by the RCMP, to support overall alignment of local and provincial policing priorities.

Who will pay administration costs associated with the Provincial Police Advisory Board?

Costs for the Provincial Police Advisory Board will be the responsibility of the province.

Can the government appoint provincial members to these policing committees or to the board?

Yes. The government is responsible for ensuring adequate and effective policing across the province, and provincial appointees help the government fulfill that obligation.

The Minister of Public Safety and Emergency Services appoints all members of the Provincial Police Advisory Board and can appoint a small number of members to municipal, joint municipal, or regional policing committees based on size.

Who can municipalities contact with questions about the new civilian governance bodies?

Municipalities can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca with questions and/or support in setting up these new governance bodies.

More information on RCMP civilian governance bodies can be found in the *Police Act* and in the Police Governance Regulations, found at Alberta King's Printer.

Regular Council Meeting: December 9, 2024.	Agenda Item: 6.a
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s):

Matters arising from past minutes (updated text in red).

6.a Bowden Hotel (*For Information*)

No further update.

Recommended Motion:

Motion by Councillor _____ that Council accepts Business Arising agenda item 6.a as information.

Regular Council Meeting: December 9, 2024.	Agenda Item: 6.b
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s): 1 Council Resolutions Follow Up

Matters arising from past minutes (updated text in red).

6.b Council Resolutions Requiring Follow Up Action (*Request for Decision*)

A summary of past Council resolutions that require follow up action is attached.

Administration submits the revised document for Council to review.

Recommended Motion:

Motion by Councillor _____ that Council accept the document as information.



Town of Bowden
COUNCIL RESOLUTIONS REQUIRING FOLLOW UP ACTION
 (updated 5 December 2024)

Meeting Date	Resolution	Action By Whom	Date back to Council
12 Sep 22	Bowden Hotel (Business Arising) Request made by MF to keep item indefinitely on agenda – request only - no resolution made No further update	CAO	ongoing
24 Apr 23	Intermunicipal Collaboration Framework Motion 8.a ICF to be delayed for 2 years pending Provincial Government guidelines	Council / CAO	ongoing
26 Jun 23	Water & Wastewater Connections Matter to be b/fwd in future discussions on capital asset planning	CAO	ongoing
14 Aug 23	Annexation of Lands Motion 6.a Administration to formally advance the development proposal Final version of Negotiation Report to submit to Council for review at RCM 23 Sept 2024 Phone calls (x3) and email for an update has not been responded to.	CAO	ongoing
25 Jun 24	Additional Streetlights Motion 6.a Admin to proceed with the installation of 4 additional streetlights on 21 st Street Quotation received from Fortis October 3, 2024 – Estimate work to commence in February	CAO	In progress
25 Jun 24	Bylaw Enforcement Motion 6.c Administration to explore further options regarding bylaw enforcement	CAO	ongoing
12 Aug 24	ATCO Gas Franchise Agreement Motion 8.a Distribution Fee to remain at 22% for 2025 No further update received to date from either AUC or ATCO Gas.	CAO	In progress
26 Aug 24	Firehall Flag Poles Motion 8.c Administration to liaise with RDC Protective Services	CAO	ongoing

Regular Council Meeting: December 9, 2024.	Agenda Item: 6.c
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s):

Content: **(revised information in red)**

6.c Key Dates *(for information only)*

- December 11 **Special Events Committee (7:30pm Council Chambers)**
- December 12 **Red Deer & District FCSS 50th Anniversary Celebration
Harvest Room at the Westerner (time tbc - supper)**
- December 13 **Christmas Festival (5:30pm tbc Igloo Arena)**
- December 14 **Ag Society NFR Event (5:00pm Paterson Community Hall)**
- December 18 **Blaine Calkins MP Christmas Open House (3:00pm to 7:00pm)**

2025

- January 13 **Regular Council Meeting (7:00pm Council Chambers)**
- January (date tbc) **RCMP Open House**
- February 5, 2025 **Emerging Trends in Municipal Law (Calgary)**

Alberta Municipalities

- March 5, 2025 **President's Summit on Civility (Westin Hotel, Edmonton)**
- March 6 & 7, 2025 **Spring Municipal Leaders Caucus (Westin Hotel, Edmonton)**
- May 1 & 2, 2025 **Public Risk Conference (Location TBD)**
- June 11, 12, 25 & 26, 2025 **Summer Municipal Leaders Caucuses (Various locations)**
- November 12 to 14, 2025 **Alberta Municipalities Convention and Trade Show
(Calgary TELUS Convention Centre)**

Recommended Motion:

Motion by Councillor _____ that Council accepts Business Arising agenda items 6.c as information.

FCSS 50th Anniversary Celebration

Thursday,
December 12, 2024

6:00 - 9:00 p.m.

Heartland Room,
Westerner Park

You're Invited!

You're invited to step back in time for a fabulous 1950s-themed evening as we celebrate the 50th Anniversary of Red Deer and District Family and Community Support Services (FCSS)! Join us for a night filled with nostalgia, delicious dinner, 1950s musical entertainment and great company. This special occasion will also include a Multi-municipal Agreement Signing Ceremony, highlighting our commitment to community support. Help us honour the past while looking forward to a brighter future together!

✦ Please RSVP to FCSS@reddeer.ca by *November 29, 2024*.





EMERGING TRENDS IN MUNICIPAL LAW

CALGARY

February 6th, 2025

Sheraton Cavalier Calgary Hotel

Thursday, February 6



2025 Emerging Trends in Municipal Law - Calgary (In-Person)

A Legal Education Seminar for Municipal Elected Officials & Employees of Municipalities Only.



By **Brownlee LLP** 139 followers

Lots of repeat customers

139 followers

Follow

Follow

Date and time

Thu, Feb 6, 2025 7:45 AM - 4:30 PM MST

Location

Sheraton Cavalier Calgary Hotel
2620 32 Avenue Northeast Calgary, AB T1Y 6B8
[Show map](#)

Refund Policy

Refunds up to **7 days** before event
Eventbrite's fee is nonrefundable.

Early bird discount

Select tickets

Brownlee LLP cordially invites you to our annual Emerging Trends in Municipal Law seminar, aimed at delivering expert insight and understanding into the field of municipal law. Join us as we delve into the challenges, opportunities and changes that lie ahead for municipalities, while providing invaluable strategies to empower municipal success at this invite-only event.

Hotel Reservations:

For the Calgary session:

[Reserve Your Stay at the Sheraton Cavalier Calgary](#)

If anyone wants to book by phone they can call Marriott Reservation at 403-291-0192 and ask for Brownlee Law Feb 2025 Room Block with group code BR5407. The Hotel cannot guarantee the group rate after January 7th, 2025. Reservations can be made by the following methods:

- Via Telephone: 403-291-0192
- Via Website: [Sheraton Cavalier Calgary](#)

Don't miss out on the opportunity to network with municipal professionals from across Alberta, while learning the latest legal insights and current issues relevant to municipalities across the province.

During these sessions, we will cover the following topics and potentially more;

1. FOIP Act Update: Proposed legislative changes to access to information and privacy obligations for public bodies.
2. 90 New Schools by 2031: Joint use and planning agreement prep and review.
3. Municipal Procurement/Tendering Obligations.
4. Managing Municipal Lands: A strategic approach.
5. The importance of hire letters and termination clauses in your hiring practices

In addition, the seminar will feature our renowned annual session

1. Case Law and Legislative Updates.
2. Bear Pit Session

The topics presented will be identical at the Calgary and Edmonton/Virtual sessions.

Tickets

General Admission	— 0
CA\$219.45 Incl. CA\$10.45 Tax	Read more

Early Bird	— 0
CA\$198.45 Incl. CA\$9.45 Tax	Read more

Tags

 Early bird discount

f/BlaineCalkins @BlaineCalkins X@BlaineFCalkins

I would like to invite you to my

CHRISTMAS

open house

Please drop by and join me

Wednesday | 18 | December
3:00-7:00PM | | 2024

201, 5025 Parkwood Road, Blackfalds, AB

Blaine Calkins MP
Red Deer - Lacombe

blaine.calkins.c1@parl.gc.ca
BLAINECALKINSMP.CA
587-621-0020



Regular Council Meeting: December 9, 2024	Agenda Item: 7.a
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: RFD	Attachment(s): 1 Municipal Election Bylaw 10 / 2024

Municipal Election Bylaw 10 / 2024

7.a.i Background

The Municipal Affairs Statutes Amendment Act, 2024, made changes to two pieces of municipal-related legislation: the Local Authorities Elections Act (LAEA) and the Municipal Government Act (MGA). This legislation came into effect on October 31, 2024.

The Local Authorities Election Act (LAEA) is the primary legislation that guides the conduct of a municipal election or by-election.

Administration:

- has received a copy of the Local Authorities Election Act (dated October 31, 2024),
- has not received a copy of the latest version of the Local Authorities Election Forms Regulation as this is not yet been published (the current version is dated 2021).

7.a.ii Request for Decision

The attached draft bylaw is submitted to Council as a Request for Decision.

Council gave first reading to the bylaw at the RCM of November 25, 2024.

This bylaw updates and replaces Municipal Election Bylaw 02 / 2021.

7.a.iii Justification

The 2021 bylaw requires updating to:

- incorporate changes within the Local Authorities Election Act,
- make reference to the 2025 General Municipal Election.

7.a.iv Timings

The new bylaw must be effective January 1, 2025.

If necessary, a Special Council Meeting may be held to review and pass the bylaw.

7.a.v Amendments / Inclusions in the second draft of the bylaw

Within the time permitting Administration has reviewed the Local Authorities Election Act and incorporated amendments to the Municipal bylaw as required.

Changes to draft 2 of the bylaw are highlighted as yellow text.

This includes:

- The requirement for candidates to provide a criminal record check.
- The requirement for candidates to provide a nomination deposit.

7.a.vi Considerations

With reference to the Local Authorities Election Forms Regulation, it may be that the 2021 legislation (and forms) are relevant for 2025 however Administration has not received notification either way.



Town of Bowden
Box 338, 2101 20th Ave
Bowden, Alberta, T0M 0K0

Town of Bowden – Province of Alberta
MUNICIPAL ELECTION BYLAW
10 /2024 (second reading)

A bylaw of the Town of Bowden, in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26 of the revised statutes of Alberta,

Whereas section 237 of the Municipal Government Act, RSA2000, Chapter M-26 provides that a vote of electors must be conducted in accordance with the Local Authorities Election Act,

And whereas under the authority of and subject to the provisions of the Local Authorities Elections Act, RSA2000, Chapter L-21 which provides that Council may establish, by bylaw, procedures for the conduct and administration of Municipal Elections and by-Elections,

And whereas there are provisions within the Local Authorities Elections Act, that are within the discretion of elected authorities to do so bylaw or resolution,

Now therefore, the Municipal Council of the Town of Bowden hereby enacts as follows,

1 SHORT TITLE

This Bylaw may be known as, and cited as, the "Municipal Election Bylaw".

2 PURPOSE

This purpose of this Bylaw is to enact regulation and establish procedures specific to the administration of General Elections and By-Elections within the Municipality but principally for the procedures of the 2025 General Municipal Election.

3 DEFINITIONS

Except as otherwise provided herein, words in this bylaw shall have the meanings as prescribed in the Local Authorities Elections Act.

Within this bylaw the following definitions apply:

Act

Means the Local Authorities Elections Act, RSA 2000, Chapter L-21.

Ballot Box

Means a container, in a form approved by the Returning Officer intended to contain the ballot cards.

Ballot Card / Ballot

Means the printed document presented to electors containing the names and office of the candidates be voted on, and spaces provided to mark their vote.

Candidate

Means a person who has been nominated to run for election as either Mayor or Councillor.

CAO (Chief Administrative Officer)

Is the person appointed by Council into the position of Chief Administrative Officer for the Town of Bowden in accordance with the MGA and is the administrative head of the Municipality (and includes any person given designated responsibilities by the CAO).

Council

Means the duly elected Municipal Council of the Town of Bowden.

Deputy Returning Officer

Means a substitute returning officer appointed by the appointed Returning Officer to assist in conducting duties necessary for an election as directed by the Returning Officer.

Election

Means the General Municipal Election scheduled for October 25, 2025.

Elector

Has the same meaning as provided for in the Local Authorities Elections Act which means a person eligible to vote in an election.

Electors Register

Means the permanent Electors Register of residents in the municipality who are eligible to vote that is compiled using information received from Elections Alberta and from other sources.

Election Sign

Any sign (inscribed board, bill, placard, poster, banner, flag or device) used to promote a candidate or party during an election or by-election.

Municipality

Means the Town of Bowden.

Person

Means any of the following:

- i. an individual,
- ii. a resident,
- iii. an election candidate (or their agents, campaign workers or volunteers)

Returning Officer

Means the person appointed under this bylaw to carry out all duties necessary for the conduct of an election.

Scrutineer

Has the same meaning as provided for in the Local Authorities Elections Act which means a person recognized as a scrutineer pursuant to the provisions within section 69 and 70 of the Local Authorities Elections Act

Town

Means the municipal corporation of the Town of Bowden, its administrative staff, and designated officers.

Words (interpretation)

- i. "may" is to be interpreted as permissive (allowed but not obligatory, optional).
- ii. "must" is to be interpreted as imperative (obligatory, mandatory, required, unavoidable).
- iii. "shall" is to be interpreted as "must".
- iv. "should" is to be interpreted as a recommended (desirable, not required to conform).
- v. "Including but not limited to" means when listing a number of items, does not limit the bylaw term to only those words or those items listed.

4 Office

The number of vacancies, within the jurisdiction of the Municipality for the office of:

- | | |
|------------------------------------|------------|
| i. Councillor | is six (6) |
| ii. Chief Elected Official (Mayor) | is one (1) |

to be elected by a vote of the electors.

5 Election Officials**5.1**

The Returning Officer for the Town of Bowden is appointed by Council resolution for the purpose of conducting election duties as provided in the Act and any other applicable enactment.

5.2

If a Returning Officer is not appointed by Council resolution, then the Chief Administrative Officer is appointed as the Returning Officer.

5.3

The Returning Officer has the responsibility for performing the duties as specified in:

- i. Section 14 of the Act,
- ii. any other applicable Provincial Act or Regulation,
- iii. this bylaw and any other applicable enactment.

5.4

The Returning Officer is empowered by the Act to:

- i. do all things necessary for the conduct of an election,
- ii. delegate any powers of office,
- iii. impose any conditions or restrictions on any delegation powers,
- iv. administer an oath to a person making an oath that is authorized or required by the Act,
- v. appoint a Deputy Returning Officer(s), and other Election officials as necessary to ensure the efficient conduct of the election.

5.5

The Returning Officer must take the official oath of office, in the prescribed form as required by the Act, before performing the duties of that office.

5.6

The Returning Officer is responsible for ensuring that every Deputy, Enumerator, Scrutineer and all other appointed election officers before the commencement of any duties sign an official statement or oath of office, in the prescribed form as required by the Act,

6 Nominations

6.1

The Returning Officer (or Deputy) will accept candidate nomination forms for the office of Mayor and Councillor.

Nominations will be accepted in person (only) at the Town administration office located at 2101 – 20th Avenue, Bowden.

Incomplete or altered nomination forms will not be accepted by the Returning Officer (or Deputy).

6.2

Nominations for the general election open January 1, 2025, and close at noon on **Nomination Day**, September 22, 2025. *(this date is confirmed)*

Nomination forms will not be accepted after noon on September 22, 2025.

6.3

Candidates must meet the eligibility requirements outlined in the Act, including:

- a) being at least 18 years of age,
- b) being a Canadian citizen,
- c) having been a resident of the Town for at least six consecutive months immediately preceding Nomination Day,
- d) not otherwise ineligible or disqualified.

6.4

Nominations will not be accepted from:

- a) an employee of the Town,
- b) any person who is in default to the Town for more than \$50 in taxes in arrears,
- c) any person who is in debt to the Town for \$500 or more and in default for more than 90 days,
- d) any person who has been convicted of an offence in the last 10 years under the Local Authorities Election Act, the Election Act, the Election Finances and Contributions Disclosure Act or the Canada Elections Act (federal),
- e) any person who has been convicted of an offense that is punishable by imprisonment for five or more years,
- f) any person who has been convicted of an offense under:
 - i. Section 123 (municipal corruption)
 - ii. Section 124 (trafficking in public office),
 - iii. Section 125 (Influencing or negotiating appointments or dealing in offices),of the Criminal Code of Canada.

6.5

A candidate cannot submit a nomination to run for both the office of Councillor and Mayor.

6.6

Candidate nomination forms must be completed in accordance with the requirements set out on the nomination form, or the Act or the Local Authorities Election Forms Regulation.

6.7

It is the sole responsibility of Candidates to ensure that nominations comply with the requirements of this bylaw and the Act.

6.8

Candidates may withdraw their nomination in writing to the Returning Officer until 12:00 p.m. noon on September 23, 2025.

6.9

~~Each candidate must provide a nomination (non-refundable) deposit of \$100.00 in the form of cash or cheque payable to the Town of Bowden.~~

Each candidate must provide a deposit of \$100.00 in the form of cash or cheque or debit card payment payable to the Town of Bowden.

Deposits will be returned to candidates subject to the provisions of section 30 of the Local Authorities Election Act.

6.10 Register of Candidates**6.10.1**

In accordance with section 147.221(1) of the Act the Town will maintain a register of electors

Members of the public may view the register of electors and the nomination documents under the supervision of the Returning Officer (or Deputy).

6.10.2

After submitting a notice of intent to be nominated, candidates' names will appear on a register of candidates on the Town of Bowden website.

7 Campaign Finance & Disclosure**7.1**

No Candidate shall accept contributions in excess of the limits established under Part 5.1 of the Act.

Campaign expenses and non-monetary contributions are defined in Part 5.1 section 147 of the Act.

7.2

All Candidates must maintain complete financial records of contributions received and expenditures made during their campaign.

7.3

Candidates must not accept or spend an anonymous or unauthorized contribution after submitting an intent to run for office.

7.4 Notice requirement re contributions and expenses

No person acting for a candidate shall accept a contribution or incur a campaign expense unless that person has filed a notice with the Returning Officer (or Deputy) in accordance with section 147.22(1) of the Act.

The notice must be submitted in writing and include the following:

- a) the full name, address and contact information of the person,
- b) address of the place or places where records are maintained and where communications may be sent,
- c) names and addresses of the financial institutions where campaign contributions will be deposited, and,
- d) names of the individuals with signing authority for each campaign account above.

7.5

Candidates must submit their financial disclosure statement to the Returning Officer by March 1, 2026, detailing all campaign contributions and expenses.

8 Third Party Advertising

8.1

Third-Party Advertisers must register with the Returning Officer before engaging in Election related advertising in accordance with Part 8 of the Act.

8.2

The Returning Officer will maintain a register of third parties who engage in election advertising.

8.3

Third-Party Advertisers must satisfy all of the requirements of the Act.

9 Permanent Electors Register

9.1

The Town of Bowden shall maintain a permanent Electors Register (list) to facilitate the identification and verification of eligible Electors, in accordance with the provisions of the Act.

9.2

The Chief Administrative Officer is authorized to enter into an information sharing agreement with the Chief Electoral Officer of Alberta (Elections Alberta) for the purpose of compiling and revising the permanent Electors Register and the Provincial Register of Electors as required under the Act.

9.3

Eligible Electors may verify their inclusion and details on the Electors Register in advance of Election Day.

9.4

Corrections to address errors or omissions can be requested in person to the Returning Officer (or Deputy Returning Officer) at the Town Administration Office during normal office hours.

9.5

All Elector information collected for the Electors Register will be stored securely and handled in compliance with Alberta's Freedom of Information and Protection of Privacy Act (FOIP) to protect individuals' privacy.

Access to the Electors Register shall be limited to authorized personnel within the Town of Bowden, with the information only used for Election purposes.

10 Proof of Voter Eligibility and Identification

10.1

The Returning Officer (or Deputy Returning Officer) is responsible for ensuring that elector eligibility and identification is carried out in accordance with the provisions of the Act and this bylaw.

10.2

The permanent Electors Register will be used to facilitate the identification and verification of eligible Electors in accordance with the provisions of section 53 of the Act.

10.3

In accordance with the provisions of the Act all electors will be required to:

- i. ensure that they are named on the permanent electors register, and
- ii. show identification as prescribed by the Act prior to being given a ballot card, or
- iii. satisfy the provisions of section 53(1)(b) of the Act.

Acceptable identification is a document issued by a Canadian Government, whether federal, provincial, or local, or an agency of that government, that contains a photograph of the elector and his or her name and current civic address, and where required a date of birth.

10.4

If the form of identification in 10.3 does not identify the electors civic address additional identification, will be required that establishes the electors name and current civic address.

Acceptable forms of identification include:

- i. a bank / credit card statement,
- ii. correspondence issued by a school, college or university,
- iii. an Income Tax or Property Tax Assessment Notice,
- iv. an Insurance Policy Cover document (car or household),
- v. a letter from a public curator, public guardian, or public trustee,
- vi. a Pension Plan statement of benefits, contributions, or participation,
- vii. a residential lease or mortgage statement,
- viii. a statement of government benefits, eg: employment insurance, old-age security social assistance, disability support or child tax benefit,
- ix. a utility bill, (telephone, gas, electric or water),
- x. vehicle ownership or insurance certificates.

Other forms of identification will be accepted as authorized by the Returning Officer.

Any form of identification must not have expired or be dated more than three (3) months prior to the date of the Election.

10.5

Notwithstanding 10.2 and 10.3 above, an identified elector may:

- i. vouch for one other elector's eligibility if that other person accompanies the identified elector,
- ii. vouch for more than one person if every person shares the same place of residence as the identified elector.

10.6

A candidate, official agent, campaign worker, or scrutineer cannot validate the identity of an elector other than persons who reside in the same household as the candidate, official agent, campaign worker, or scrutineer.

11 Voting Procedures

11.1

The Returning Officer (or Deputy Returning Officer) is responsible for ensuring that voting procedures are carried out in accordance with the provisions of the Act and this bylaw, including but not limited to:

- i. ballots and ballot boxes,
- ii. instructions for voters,
- iii. voting hours and rules for the closure of voting stations,
- iv. elector assistance,
- v. persons at a voting station.

11.2

Voting procedures may be modified as deemed necessary at the discretion of the Returning Officer to do all things necessary for the conduct of an election.

11.3

Electors must follow and adhere to the voting procedures as set out in the Act and this bylaw and must follow and adhere to any additional voting procedures as posted in a voting station by the Returning Officer (or Deputy Returning Officer).

11.4

If an Elector spoils their ballot accidentally, they may return the spoiled ballot to an election officer and request a new ballot. The spoiled ballot shall be immediately marked as "spoiled" and kept separate from other ballots.

12 Advanced Voting**12.1**

An advance vote may be held as enacted by Council resolution in accordance with the provisions of the Act.

12.2

The date(s), time and place of Advance Voting shall be established by the Returning Officer and advertised and conducted in accordance with the provisions of the Act.

12.3

The Returning Officer will ensure a record is kept of persons voting on advanced voting days to ensure duplication of voting does not occur on Election Day.

12.4

Provision may be made for "incapacitated voting" by the Returning Officer during the dates and times of advance voting to allow for the vote of an elector who because of incapacity or mobility limitations is unable to attend an advance voting station or a voting station on election day (subject to resource availability).

At least two designated election officers must be in attendance at the residence of the elector during the time of the incapacitated voting.

Ballot Cards completed by incapacitated electors will be treated in the same manner as ballot cards completed through advanced voting.

13 Special Ballot**13.1**

A special ballot may be held as enacted by Council resolution in accordance with the provisions of the Act.

13.2

The Returning Officer (or Deputy Returning Officer) will conduct a special ballot in accordance with the provisions of the Act.

14 Post Vote Procedures**14.1**

The Returning Officer (or Presiding Deputy Returning Officer) is responsible for ensuring that post vote procedures are carried out in accordance with the provisions of the Act, including (but not limited to):

- i. post vote procedures and the counting of votes,
- ii. spoiled ballots,
- iii. rejected ballots,
- iv. election results,
- v. inspection of ballots post-election.

14.2

The Returning Officer (or Deputy Returning Officer) will ensure that the counting station(s) are secure from unauthorized access by persons who are not entitled to be present during the processing and tabulation of results.

14.3

The Returning Officer (or Deputy Returning Officer) will preside during the whole of the counting procedures.

14.4

The counting centre for voting will be the place nominated as the voting hall.

14.5

The count of advance votes and special votes may commence at 7:30 p.m. on Election Day.

14.6

The Returning Officer shall declare the official election results no later than noon on Friday October 24, 2025.

14.7

Any recounts requested must be made in accordance with section 98 of the Act.

The Returning Officer may order a recount of the votes at their discretion or at the request of a Candidate, as per the provisions of the Act.

15 Scrutineers**15.1**

Scrutineers may observe Election procedures including the setup and opening of ballot boxes, the counting of ballots, and recounts.

15.2

Scrutineers must remain in the designated locations of the voting station or in a place designated by the Returning Officer.

15.3

Scrutineers must not interfere with the voting process, take photographs, or engage in any form of campaigning within voting stations.

15.4

Failure to comply with the provision of this bylaw or any reasonable request made by the Returning Officer may result in a warning and / or removal from the voting station.

16 Post Election Procedures

The Returning Officer (or Deputy Returning Officer) is responsible for ensuring that post-election procedures are carried out in accordance with the provisions of the Act, including (but not limited to):

- i. completion of election documentation,
 - ii. reporting of election results,
 - iii. safekeeping of election materials,
 - iv. destruction of election material, ballots, and documents.
-

17 Election Signs during Campaigning

17.1.1 General

A development permit is not required for election signs subject to all provisions contained within this bylaw being met.

17.1.2

No election sign shall be erected before Nomination Day.

17.1.3

Election signs must not be placed on a municipal building, on a municipal structure, or on municipal land including:

- i. the Municipal Administration Office building, the Firehall, the Arena, the FCSS building,
- ii. all Public Works buildings or structures,
- iii. the Town Library,
- iv. the Bowden and District Cemetery,
- v. public playgrounds,
- vi. on public sidewalks or public furniture or public notice boards,
- vii. on public land adjacent to municipally owned buildings.

17.1.4

Election signs must:

- i. not obstruct or impair vision to traffic signs, traffic movement or traffic right of way,
- ii. not obstruct any public right of way,
- iii. not display illuminated, intermittent flashing, rotating, or moving light(s),
- iv. not be floodlit,
- v. not have any moving or rotating parts,
- vi. be securely erected and not present a safety hazard to pedestrians or vehicles,
- vii. be free standing (and must not be affixed to trees, traffic signs, lampposts, flagpoles, etc).

17.1.5

With regard to Provincial highways and Provincial property, election signs:

- i. must not be placed on any roadway structure or road sign,
- ii. must not be placed on provincial highway rights-of-way,
- iii. must not contravene the requirement of any provincial act, policy or order with regard to highway legislation and enactment.

17.1.6

Any person placing an election sign on private property must obtain the prior permission of the property owner.

17.1.7

No sign shall be placed in a manner designed to impair the effectiveness of other election signs.

17.2 Removal of Signs

17.2.1

Signs may be taken down temporarily by the Town in order to complete routine maintenance or repairs (eg: grass cutting).

17.2.2

Election signs must be removed within five (5) days of the end of the election period and disposed of in an acceptable manner for the normal disposal of waste.

Removal includes:

- i. the sign panel,
- ii. any supporting structure,
- iii. any tie or wiring or stake used to install and support the sign.

17.2.3

Signs that pose an actual or perceived hazard to the public or vehicle traffic will be removed by the Town or any relevant Agency or person with due authority (eg: Alberta Transportation, Alberta Sheriffs Branch, etc).

17.2.4

Contravention of any of the requirements this bylaw may result in the immediate removal of the election sign without notice or compensation to the owner or the candidate.

18 METHODS OF NOTIFICATIONS

18.1

Notwithstanding any provision of the Act, the method of advertising by the Town for the purpose of notifications will be in accordance with section 4.1 (Public Notification Methods) of the Town of Bowden Advertising Bylaw 06 / 2024.

This states that all Town statutory notices will be advertised electronically by published notices on the Town of Bowden website.

18.2

The provision in section 18.1 applies to:

- i. section 26 of the Act (publishing a notice of Nomination Day),
- ii. section 35 of the Act (publishing a notice of Election),
- iii. section 74 of the Act (publishing a notice of Advance Voting).

18.3

As per the provisions of section 4.2 of the Town of Bowden Advertising Bylaw 06 / 2024 the Town may also elect to choose other means of advertising statutory notices.

19 PENALTIES

19.1

Any contravention of any provision of this Bylaw may be enforced by the provisions contained within the Municipal Government Act (Division 4 Enforcement of Municipal Law), the Provincial Offences Procedures Act, R.S.A. 2000 Chapter P-24, this Bylaw, or any other Provincial or Federal regulation where valid and enforceable.

19.2

Any person who contravenes any provision of this bylaw, by doing any act or thing which is prohibited, or by failing to do any act or thing that is required, is guilty of an offence in accordance with this bylaw or any other enactment.

19.3

This may lead to the issue of an unspecified penalty the amount of any which will be determined and applied at the discretion of the Returning Officer dependent upon the context, nature and severity of the offence, as determined by the Returning Officer.

20 APPLICABILITY

20.1

Nothing in this bylaw (either by inclusion or omission) exempts any person from any statutory enactment, requirement or Ministerial Order including, but not limited to, the Municipal Government Act and the Local Authority Elections Act, and Regulations thereof.

20.2

All references in this bylaw to an act, statute, regulation, or other bylaw refer to the current version of that enactment, as amended or replaced from time to time including all successor legislation.

21 SEVERABILITY

Every provision of this bylaw is independent of all other provisions. If any provision of this bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

22 BYLAW PRECEDENCE

This bylaw supersedes and takes precedence over all previously passed bylaws that enact regulation and set procedures for the administration of elections within the Municipality.

Bylaw 02 / 2021 Municipal Election Bylaw and all amendments thereto are hereby repealed.

This bylaw will come into effect on the final day of passing and signature thereof.

Read a first time in open council this 25th day of November 2024.

Read a second time in open council this ** day of _____ 2024.

and finally passed by unanimous consent of the Councillor's present.

Read a third time in open council this ** day of _____ 2024.

Robb Stuart, Mayor

Arno Glover, Chief Administrative Officer

7.a.vii Recommended Action

Administration recommends that Council by resolution grants second and third readings to Municipal Election Bylaw 10 / 2024.

Motion by Councillor _____ that Council gives second reading to Municipal Election Bylaw 10 / 2024.

Motion by Councillor _____ that Council gives third and final reading to Municipal Election Bylaw 10 / 2024 and is adopted accordingly and made effective once duly signed.

7.a.viii Future Actions

- a) Upon adoption of the bylaw, Administration is to publish a copy of the bylaw on the Towns' website.
- b) Administration to make enquiries as to the available of Candidate Nomination Forms.

Regular Council Meeting: December 9, 2024	Agenda Item: 7.b
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: RFD	Attachment(s): 1 Elected Officials Remuneration, Benefits and Expenses Policy 05 / 2024 (draft)

Elected Officials Remuneration, Benefits and Expenses Policy 05 / 2024

7.b.i Background

During the Organizational Meeting of Council on October 28, 2024 Council passed two resolutions with respect to amendments to be made to elected officials' remuneration and expenses.

7.b.ii Requirement

A revision of the 2023 policy is required in order to:

- incorporate the decisions made by Council during the October 28 meeting,
- review and update the document.

7.b.iii Request for Decision

The attached policy is submitted to Council as a Request for Decision.

7.b.iv Timings

The new policy must be passed during December 2024, to be effective for January 1, 2025.

7.b.v Amendments to Policy

Amendments to the previous policy are highlighted in yellow text.

7.b.vii Recommended action

That Council grants approval of the revised Elected Officials Remuneration, Benefits and Expenses Policy.

Recommended motion:

Motion by Councillor _____ that Council approve Elected Officials Remuneration, Benefits and Expenses Policy 05 / 2024



Town of Bowden
 Box 338, 2101 20th Ave
 Bowden, Alberta, T0M 0K0

Town of Bowden – Province of Alberta
Policy Document (05 / 2024) (Draft)
ELECTED OFFICIALS'
REMUNERATION, BENEFITS & EXPENSES POLICY

1 POLICY STATEMENT

The Town of Bowden will provide remuneration and benefits to elected officials in recognition of their public service and in consideration of carrying out their municipal duties.

Compensation for elected officials should:

- reflect their roles and responsibilities,
- recognize time commitments,
- be fair and reasonable,
- be determined within a remuneration framework that is financially sustainable.

The purpose of this policy is to provide an open (public) written statement that defines:

- the types of remuneration (including benefits),
 - the amount of remuneration (fixed and ascertainable),
 - procedures for submitting remuneration & expenses claims,
 - the process for remuneration review.
-

2 DEFINITIONS

CAO (Chief Administrative Officer)

Is the person appointed by Council into the position of Chief Administrative Officer for the Town of Bowden in accordance with the Municipal Government Act and is the administrative head of the Municipality (and includes any person given designated responsibilities by the CAO).

Council

Means the duly elected Municipal Council of the Town of Bowden.

Elected Officials

Means those persons elected as Mayor and Councillors.

Expenses

Means reimbursement for approved expenses paid out of pocket, based on actual submitted receipts.

Honorarium

Means a flat monthly amount paid to elected officials as identified in section 4.1 of this policy.

Per Diem

Means an hourly, daily, or flat rate amount paid to cover specific meetings or duties as identified in section 4.2.1 of this policy.

Remuneration

Means the combination of honoraria, per diem and benefit payments.

Town

Means the municipal corporation of the Town of Bowden.

Words (interpretation)

- a) "may" is to be interpreted as permissive (allowed but not obligatory, optional).
- b) "must" is to be interpreted as imperative (obligatory, mandatory, required, unavoidable).
- c) "shall" is to be interpreted as "must".
- d) "should" is to be interpreted as a recommended (desirable, not required to conform).
- e) "Including but not limited to" means when listing a number of items, does not limit the policy term to only those words or those items listed.

3 SCOPE

This policy applies to all elected officials.

4 REMUNERATION**4.1 Honoraria (Base Remuneration)**

These are the amounts paid each month to elected officials irrespective of attendance at meetings or time spent on municipal matters.

Effective January 1, 2025, re: resolution 3.b moved at the Council Organization Meeting of October 28, 2024, elected officials receive a monthly honorarium, as follows:

Office	\$ (monthly)	\$ (yearly)
Mayor	778.00	9336.00
Deputy Mayor*	466.00	n/a
Councillor	414.00	4968.00

* Effective only for the period during which the office of Deputy Mayor is held.

4.2 Per Diems**4.2.1**

Effective January 1, 2025, re: resolution 3.b moved at the Council Organization Meeting of October 28, 2024, elected officials receive a per diem, as follows:

This is remuneration made for attending (and travel time to) the meetings of Council, Council Committees and for performing other municipal duties as required by nature of holding public office.

Office	\$ (per hour*)	\$ (per ½ hour*)
Mayor	50.00	\$25.00
Councillor	50.00	\$25.00

* calculated to the nearest hour or ½ hour.

4.2.2

Claimable Per Diems include:

- a) Regular Council Meetings, Special Council Meetings, Organizational Meetings of Council,
- b) Council Committee meetings that an elected official has been appointed to,
- c) Boards, Commissions, Society meetings that an elected official has been appointed to,
- d) Public Hearings,
- e) Conferences, Conventions, Education Sessions, Seminars and Workshops,
- f) Community partner meetings,
- g) Ministerial meetings.

4.2.3

Non-Claimable Per Diems include:

- a) An honorarium or per diem may be accepted from other organizations (eg: where an elected official serves on a Regional Commission) however the per diem provided for by the Town in 4.2.1 cannot be claimed if a payment is already received from another organization.
- b) Where an elected official attends a meeting to which they are not the designated / alternate Council representative.

4.2.4

Members are not limited in the number of educational or development activities they may attend however the total cost of all Council per diems may not exceed the total sum provided for these expenditures within the Town's Operating Budget for that year.

4.2.5

The cost of Councillor representation at conferences and conventions may not exceed the total sum provided for these expenditures within the Town's Operating Budget for that year.

4.2.6

Attendance at special events, social events, golf tournaments, facility tours, and galas etc will not receive a per diem payment.

4.2.7

The Mayor may, at his / her discretion, claim per diem up to a maximum of two hours for a single appearance when invited to make public appearances in an official capacity.

4.3 Expenses**4.3.1**

Provision will be made to cover an allowance for travel, subsistence and for expenses occurred in the fulfillment of duties.

Effective January 1, 2025, re: resolution 3,b Organizational Meeting of Council, October 28, 2024.

Expense			Notes
Breakfast	\$20.00	Per day	if departed before 7:30am
Lunch	\$20.00	Per day	if departed before 1:00pm
Supper	\$50.00	Per day	if departed after 4.00pm
Gratuities on Meals	Max 15%		
Mileage Allowance	\$0.65	Per km	use of personal vehicle
Travel & Accommodation	cost recovery		(refer to 4.3.2 below)

4.3.2

Original itemized receipts must be submitted in respect of all expenses claimed.

The repayment of expenses will reflect the face value of the receipt(s) submitted.

Expenses will not be paid for any part / value that exceeds the maximum allowance per day.

4.3.3

Travel expenses to attend official functions are authorized by the inherent nature of this policy.

Council members must, however, demonstrate fiscal responsibility when making reservations for travel and accommodation. The most economic, efficient, or practical means should be sought.

The cost of Council members' travel and accommodation may not exceed the total sum provided for these expenditures within the Town's operational budget for that year.

4.3.4

All miscellaneous expenses, including but not limited to, vehicle parking, hotel internet fees, registration fees, and secretarial services (photocopying) may be claimed where valid and applicable.

For all miscellaneous expenses claimed an itemized printed receipt must be attached to the Councillor Timesheet / Expenses Claim Form. Photocopies of credit card statements are not acceptable. Customer / Merchant cash summary receipts are not acceptable.

4.3.5 Non allowable expenses.

The following expenses cannot be claimed:

- a) Fines, penalties, or liabilities as a result of a traffic violation or an offence committed under the Alberta Traffic Safety Act (or any other Provincial Act) or bylaw.
- b) Liquor expenses,
- c) Fund raising donations, charitable donations, gifts, and any form of gaming or gaming entertainment,
- d) Attendance, and travel to, special events, social events, political party functions, fund raising functions, sporting tournaments, facility tours, galas and parades do not qualify to receive payment for expenses incurred,
- e) Spousal expenses including travel, meals, registrations, tickets, and fees are considered personal expenses and cannot be claimed.

4.4 Cost of Living Allowance (COLA)

Effective January 1, 2026, re: resolution 3.c Organizational Meeting of Council, October 28, 2024, Council may award a Cost-of-Living Allowance increase to the honorarium (base remuneration) and / or the per diem rates annually, by resolution, in parity with any COLA increase or decrease in Town Administration payroll.

5 EXPENSE SUBMISSION & REIMBURSEMENT PROCESS

5.1

Council members must submit their timesheets according to the processing / payroll deadlines set by Administration.

5.2

Timesheet / expenses claim forms will be provided by Administration.

5.3

Timesheet / expenses claim forms submitted by Councillors must be approved by the Mayor.

5.4

Timesheet / expenses claim forms submitted by the Mayor must be approved by the CAO.

5.5

In the event of a dispute over a submitted expense "Council as a Whole" shall review the expense and determine its validity and eligibility for reimbursement.

6 REMUNERATION PROCESSING**6.1**

Remuneration will be processed via the Town's payroll system.

6.2

Remuneration will be paid on the 15th day of each month by direct credit transfer.

6.3

Remuneration deductions will be made by Administration in accordance with all applicable Canada Revenue Agency requirements or any other statutory enactment or court order made on earnings.

6.4

A deduction will be made to Alberta Municipalities in respect of a basic life insurance policy premium.

7 REMUNERATION REVIEW**7.1**

A remuneration review will occur every general election year or midterm if Council agree to do so by resolution made in a Regular Meeting of Council.

7.2

Revised remuneration rates will become effective in the first pay period following formal approval of the Town's Operating Budget for that year **or by Council resolution**.

7.3

The process for conducting a remuneration review is outlined in Schedule A of this Policy, "Council Remuneration Review Committee – Terms of Reference".

8 AUTHORITY / RESPONSIBILITIES**8.1**

The CAO is responsible for providing resources and implementing procedures to ensure this policy is effective in its operation.

8.2

Council will consider recommendations put forward by the Council Remuneration Review Committee.

Council may accept, reject, or modify (in full or part) any proposals made by the Council Remuneration Review Committee.

9 SUPPLEMENTARY INFORMATION

9.1 Related Documentation

Schedule A Council Remuneration Review Committee – Terms of Reference.

9.2 Additional Information

Questions or concerns relating to this Policy should be directed to the Chief Administrative Officer:

Tel: 403 224 3395
E-mail: cao@bowden.ca

9.3 Policy Specifics

Policy Number	05 / 2024
Policy Title	Elected Officials Remuneration, Benefits & Expenses Policy
Policy Type	Council
Supersedes / Revokes	Policy 07 / 2023
Document produced by:	Arno Glover
Date Policy Passed	Regular Council Meeting of December 9, 2024
Council Resolution #	7.b
Date Policy Effective	Immediate upon signature by Mayor & CAO
Policy Review Date	Qtr 4, 2025
Distribution:	Mayor / Councillors / CFO / CAO / Town Web Site

9.4 Policy Revision History

Any proposed changes that materially affect this policy in principle or substance (including remuneration) can only be made by Council motion.

Any change to this policy to:

- i. correct clerical, grammatical or typographical errors, or
 - ii. clarify context or meaning,
- can be made with the CAO's approval.

All revisions to this policy must be recorded below.

The version control number of this document must be amended accordingly.

Date	Version Control #	Description of Change	Section
14 Nov 2023	2	Amendment to Expenses	4.3.1
14 Nov 2023	2	New section reference COLA increases	4.4
28 Nov 2024	3	Amendment to honorariums, per diems, expenses, and COLA.	4.1 / 4.2 / 4.1 / 4.3.1 / 4.3.3 / 4.4

9.5

Signed:

Robb Stuart
Mayor

Arno Glover,
Chief Administrative Officer

SCHEDULE A

Council Remuneration Review Committee – Terms of Reference

A1

Legality

The Town of Bowden Council Remuneration Review Committee is an ad-hoc committee (this is not a Council Committee).

A2

Purpose

The purpose of the Council Remuneration Review Committee is to review the Elected Officials' Remuneration, Benefits & Expenses Policy and to make recommendations to Council in relation to proposed changes in the remuneration of the elected officials.

A3

Committee Membership

Membership of the Council Remuneration Review Committee will consist of three volunteer residents from the Town of Bowden. Appointments to the committee will be ratified by Council resolution.

The CAO (or designated deputy) will act in an advisory role to the Committee and will provide any information necessary to the Committee to fulfill their duties.

A4

Meetings

The Council Remuneration Review Committee will meet in the third quarter (July to September) of any year in which a general election occurs or whenever deemed necessary as resolved by Council motion.

The frequency and dates of meetings will be at the discretion of the Committee as deemed necessary.

By reason of being an "ad hoc committee", the Council Remuneration Review Committee will be dissolved once a recommendation to Council has been submitted.

A5

The Council Remuneration Review Committee may consider all or some of the following factors in determining their recommendations:

- a) previous pay awards (when / how much),
- b) the existence of any policy directives,
- c) comparative studies with other Town's compensation awards,
- d) financial factors (eg: current state of the Town's financial health, debt burden, reserves),
- e) external factors such as forecast inflation, the Consumer Price Index, local market conditions, economic indicators, community sentiment / perceptions.

A6

Reporting & Records

The Council Remuneration Review Committee will submit a written report of their recommendations to the CAO, no later than the 1st day of October for inclusion on the agenda of the annual Organizational Meeting of Council.

A review of Councillor's remuneration should be objective and made without any commentary on a perception of Councillor's efficacy or productivity.

Regular Council Meeting: December 9, 2024.	Agenda Item: 8.a
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s):

Content:**8.a CAO Delegation of Powers**

As per section 209 of the MGA the CAO may delegate any powers duties or function to an employee of the municipality.

Section 7.2 of the Town of Bowden Chief Administrative Office Bylaw states that the CAO may delegate powers to a deputy or competent person as deemed necessary or appropriate.

During my planned absence from work commencing Saturday 14th December 2024, I delegate my responsibilities to CFO Jacqui Molyneux, with the exception that there is no delegated authority to sign any contractual agreement.

This delegation of responsibilities is effective until my return to work on January 2, 2025.

Recommended Motion

Motion by Councillor _____ that Council accepts the delegation of power notification as information.

Regular Council Meeting: December 9, 2024	Agenda Item: 9.a
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: RFD	Attachment(s): 1 Draft version 2 – 2025 Operating Budget 2 Alberta Water / Wasterwater Comparatives

1 Legislative Responsibility

Section 242 (1) of the Municipal Government Act states that “each council must adopt an operating budget for each calendar year by January 1 of that calendar year”.

Section 243 (1) of the Municipal Government Act states that the content of an operating budget must include any estimate of the:

- i. amount to be transferred to reserves,
- ii. amount to be transferred to the capital budget,
- iii. the amount needed to provide for the council's policies and programs,
- iv. the amount needed to pay the debt obligations in respect of borrowings made to acquire, construct, remove or improve capital property,
- v. the amount of expenditures and transfers needed to meet the municipality's obligations for services funded under an intermunicipal collaboration framework,
- vi. amount and source needed to transfer funds to recover any shortfall (deficit) in the budget.

In addition to the 2025 Operating Budget, in accordance with the requirements of section 283(1) of the MGA, Administration is required to prepare a 3-year Financial Plan with respect to anticipated financial operations for the years, 2026, 2027 and 2028.

2 Background

A first draft of the Operating Budget for 2025 was provided to Council in the RCM of December 25.

Administration submits to Council a second draft of the budget incorporating the decisions and requests of Council following the initial budget review.

The first draft of the budget provided an operating deficit of (\$59,250.96).
 The second draft of the budget provides an operating deficit of (\$21,960.96).

The final version of the operating budget must be balanced (to zero) either by making a contribution from reserves or by making revenue or expenditure adjustments during the budget deliberations.

3 Considerations

When reviewing the budget, factors for consideration may include:

- what are the strategic / policy priorities of Council,
- what are the service delivery priorities for each functional area (administration / public works / FCSS / arena)
- what are the anticipated future costs of maintaining current service levels,
- community needs and benefits,
- availability of funds either from operating reserves or from external sources.

In general, the operating budget is a reflection of Council's decision to balance taxes and other revenues in any given year with Council's decisions to either cutback, maintain or increase specific levels of programs and services.

3 Municipal Taxes

3.1 Past Tax Revenue Comparison

The following are factors for consideration from a high-level perspective.

Note: a 1% increase in municipal tax revenues (residential & non-residential & farm) provides an additional \$11,022.00 based on 2024 municipal tax revenues.

Council may wish to consider increases to tax revenues to provide for the following:

- i. alignment with Councils' strategic priorities,
- ii. maintain / increase municipal service levels,
- iii. transfers to capital reserves to cover future infrastructure requirements,
- iv. increases in operational expenditures to cover inflationary increases in subcontracted services and equipment purchases.

In order to assist in decision making, a comparative summary of past municipal tax revenues is provided below.

TAX YEAR	BUDGET LINE	BUDGET	REVENUE	% CHANGE ↑ ↓	Notes
2020	RESIDENTIAL	790,892.24	790,892.48	0%	
	NON-RESIDENTIAL	204,953.22	204,878.59	0.00%	
	FARM	610.33	610.33	0%	
2021	RESIDENTIAL	790,892.24	790,892.25	0%	
	NON-RESIDENTIAL	208,953.22	208,953.18	0%	
	FARM	610.33	610.33	0%	
2022	RESIDENTIAL	790,892.24	790,892.08	0%	
	NON-RESIDENTIAL	228,284.80	227,596.45	-0.30%	Note: #1
	FARM	610.33	610.33	0%	
2023	RESIDENTIAL	798,801.16	846,167.33	5.93%	Note: #2
	NON-RESIDENTIAL	232,301.65	255,478.60	9.98%	Note: #2
	FARM	610.33	646.21	5.88%	Note: #2
2024	RESIDENTIAL	846,167.33	846,752.76	0.07%	Note #3
	NON-RESIDENTIAL	255,478.60	255,478.56	0%	
	FARM	652.67	67.18	-89.70%	Note #3

Note #1

The reduction in Non-Residential revenues in 2022 was due to a successful appeal on a property tax assessment submitted to Wild Rose Assessments.

Note #2

- a. The 2023 Operating Budget was passed during the RCM of January 23, 2023. During that meeting Council was presented with a budget document that showed a 1% increase on municipal tax revenues.
- b. The original motion passed during the RCM of January 23 stated the residential and non-residential property tax rates are to increase with a 1% tax rate increase. This motion was defeated.
 A second motion was defeated proposing a 1.5% increase in tax rates.
 A third motion was carried stating that the residential and non-residential property tax rates are revised with a 1% tax rate increase,
- c. Taxation Rate Bylaw 05 / 2023 was passed by Council on May 23, 2023.
 This bylaw contained a 1% increase on the residential and non-residential property tax rates.
 The bylaw also included the actual property assessment values for 2023.
- d. The effect of the 1% increase in tax rates combined with the increase in property tax assessment values returned a \$70,543.00 increase in actual municipal tax revenues in 2023.

Note #3

There was a transfer of farm tax revenues from Farm to Residential of \$585.43 in 2024 (Order in Council).

3.2 Inflation

The following provides a summary of the Alberta CPI inflation rates over the past 5 years.

	Annual Inflation Rate
2020	1.3%
2021 (COVID)	3.1%
2022 (COVID)	6.5%
2023	3.7%
2024	3.1% YTD
TOTAL	18.3%

3.2 Tax Revenues

Tax revenues may vary in the following ways:

- i. an increase in property tax assessments and an increase in mill rates,
- ii. an increase in property tax assessments but no change in mill rates,
- iii. an increase in property tax assessments with a reduction in mill rates.

Options i & ii above typically generate additional tax revenues.

Option iii is necessary if tax revenues are to be adjusted to meet specific criteria, eg: a zero increase in tax revenues when tax assessments are forecast to change.

Wild Rose Assessments has indicated to Administration that property tax assessments for 2025 are likely to increase by 7%.

3.3 Operating Budget (decision)

Council is requested to provide Administration with an indication of any proposed changes required in municipal tax revenues (that may be required to provide a balanced budget or to raise revenues for reserves).

Subsequent revisions to any Operating Budget can be made (and if necessary municipal tax rates) at the time a Taxation Rate Bylaw is presented to Council in order to reflect:

- i. actual property tax assessments (typically received in February each year),
- ii. notifications received of actual requisitions.

The Education Requisitions will not be known until the spring after the Provisional Government has passed its budget.

4 Budget Assumptions

The following provides Council with a summary of the key factors and estimates that are included within the second draft of the 2025 Operational Budget.

Changes are highlighted as yellow shaded text.

4.1

There is no change:

- in municipal residential and commercial tax revenues or,
- any adjustment to current mill rates.

4.2 Franchise Fees

Franchise Fees are paid to the Town by utility companies for the rights to distribute services within the municipality.

Council has agreed by resolution not to increase either the ATCO or Fortis franchise fee rates for 2025. These remain at 22% and 15% respectively.

Forecasted revenues (provided by the utility companies) for the 2025 franchise fees are provided below with comparatives to past years.

	2025 (estimate)	2024 (Budget)	2023 (Actual)
ATCO Gas	\$79,000.00	61,675.00	\$58,596.69
Fortis Electricity	\$139,000.00	136,000.00	\$130,596.69
TOTAL	\$218,000.00	\$197,675.00	\$189,193.38

It should be noted that the ATCO Gas revenues include the net offset tax levy due to the Town.

4.3 Water & Wastewater Rates

A summary of water and wastewater rates across Towns in Alberta has been provided for comparative analysis.

4.3.1 Flat Rates Water & Wastewater

The Flat Rate on water has remained unchanged since 2012.

The Flat Rate on wastewater in 2016 was \$5.00 increasing to \$10.00 in 2019.

During initial budget deliberations Council expressed a view that these flat rates may change in 2025 as follows:

Water Flat Rate	\$10.00 increase to \$15.00
Wastewater	\$10.00 increase to \$15.00

Administration has amended these rates within the draft budget to be effective as of April 1, 2025.

This will provide an estimated total revenue in 2025 of \$181,500.00 an increase of \$49,500.00.

4.3.2 Water & Wastewater Utility Billing Revenues

The draft budget currently reflects an increase in:

Water rates by 15 cents and,
Wastewater rates by 11 cents,

this being a cost recovery exercise in order to pass on the stated rate increases due to be made by the Water / Wastewater Commissions effective April 2025.

Administration has amended these rates within the draft budget to be effective as of April 1, 2025.

Estimated water revenues are based on actual billings for 2024.

The billing rate for January to March is based on the current MWRWSC rate of \$3.18 per m³.

The billing rate for April to December is based on the revised MWRWSC rate of \$3.33 per m³.

Estimated wastewater revenues are based on actual billings for 2024.

The billing rate for January to March is based on the current SRDRWC rate of \$3.31 per m³.

The billing rate for April to December is based on the revised SRDRWC rate of \$3.42 per m³.

Council may wish to consider changes to water and wastewater utility fees that provide for more than these inflationary increases, in order to contribute additional funds to capital reserves and thereby increase the availability of funds for future infrastructure projects.

Adding \$1 to the resale price of 1m³ of water would generate approximately \$79,752.00 of additional revenue based on current distributed water m³ volumes.

4.4 Solid Waste Rates

Solid waste rates (garbage & recycling) remain unchanged from 2011 (\$11.00 each per month).

4.5 Provincial Police Funding Model

The forecasted requisition for the Police Funding Model for 2025 is \$65,985.00.

This is unchanged from the actual amount billed to the Town in 2024 as per the notification received from the Alberta Government. It is proposed to fully recover this cost through a requisition.

4.6 Dog / Chicken Licence Revenues

Dog Licence Revenues reflect the change in policy regarding fee rates set originally for 2024.

Dog licences will continue to be offered free of charge in December 2024 (for 2025) as per the resolution made in the RCM of September 23, 2024.

Administration has increased revenues by \$200.00 to reflect any income that might be generated through Urban Hen licensing.

4.7 Bowden Public Library Appropriation

The library appropriation reflects the budget submitted to Council.

There is a proposed increase in the amount of the Town local appropriation from \$10,283.50 to \$25,524.56. (148%).

In addition, Administration has included in draft 2 of the Operating Budget a cost of \$2400.00 for janitorial cleaning.

4.8 Museum

Administration has included in draft 2 of the Operating Budget a cost of \$5,000.00 for LED lighting.

4.9 Red Deer County Grants

The Red Deer County grant includes a 2.5% increase as per the Intermunicipal Recreation & Culture Agreement (2023 – 2027).

4.10 Elected Official's Remuneration

The budget estimate for Elected Officials remuneration for honorariums and per diems is increased from \$59,155.00 to \$77,568.00 an increase of 31%.

This reflects the decision made by Council in the Organizational Meeting of Council on October 28, 2024.

4.11 Administration Salaries

The 2024 Operating Budget included a 3.48% increase in Administration salaries for all permanent employees across all Departments (with the exception of the CAO) based on employee performance evaluations (ie: merit awards).

In the 2024 budget there was no additional cost with regard to a COLA agreement.

For 2024 the total cost of administrative salaries was:	\$726,800.00.
For 2025 the budgeted estimate is:	\$717,472.00.

The overall net reduction of \$9,328.00 is attributable to the reduction in headcount of one full time employee which has been offset by a realignment of salaries across all employees in all Departments.

A realignment of salaries is proposed for the following reasons:

- i. cost of living adjustments to ensure that salaries keep up with inflation, ensuring that employees' purchasing power remains stable,
- ii. changes in responsibilities in those cases where an employee's job duties or responsibilities have or will significantly change,

- iii. market rate adjustment to make progress in the alignment with similar positions in the job market, ensuring competitiveness in attracting and retaining new talent,
- iv. internal equity adjustments in cases where there are pay disparities among employees with similar roles and / or to correct historical underpayments, thereby maintaining fairness and assisting in employee retention.

The 2025 Operating Budgeted includes the cost of a third permanent employee within Public Works.

4.12 Local Government Fiscal Framework (LGFF)

The MSI initiative transitioned to LGFF in 2024.

The LGFF Operating Grant is included in the budget with the same estimated value for 2025 as for 2024, a sum of \$162,042.00.

Administration has not received any notification from Municipal Affairs as to the actual amount for 2025.

For comparison the following table provides an overview of MSI / LGFF operating grants for the period 2020 – 2025.

2020 MSI	2021 MSI	2022 MSI	2023 MSI	2024 LGFF	2025 LGFF
\$79541.00	\$81021.00	\$81021.00	\$162042.00	\$162042.00	tbc

4.13 Transfers to Operating Revenue to Reserves.

Reserves are funds set aside for future operating and capital initiatives that provide for the future operating and capital needs of the Town and to allow for contingencies.

With the draft budget there is no transfer of operating revenues to capital reserves or contingency reserves, with the exception of 4.13 below.

An indication of the amount (and movement) in reserves during 2024 is provided below:

Year Ending		Total (all reserves)	Movement (on previous year)
2023	Balance b/fwd	\$1,183,458.14	
2023	Contribution from 2023 Operating Budget	\$37,752.71	
2024	Transfers to Reserves	\$9,400.00	
2024	Asset Disposal Income	\$7,470.00	
2024	Capital Purchases	-\$114,195.01	
2024	Arena CFEP Contribution	-\$80,000.00	
2024	Closing Balance (on 21 November 024)	\$1,043,885.84	-\$139,572.30

4.14 Transfer to Reserves ref John Deere 4 Wheel Loader

Included in the draft budget for 2025 is the transfer of funds of \$9,400.00 to the Public Works Reserves account in respect of the purchase of the John Deere 4 Wheel Loader in year 2020.

Note:

There is no Council motion made to this effect. This was a recommendation made by Council in 2020.

4.15 Borrowings**4.15.1****Current Infrastructure Loans**

The budget for Water includes the Infrastructure Loan Interest and Principal Repayment for the QEII Crossing infrastructure project.

The current balance remaining on the water loan on September 15, 2024 is \$163,384.40.

The repayment date is September 15, 2029.

The budget for Wastewater includes the Infrastructure Loan Interest and Principal Repayment for the QEII infrastructure project.

The current balance remaining on the wastewater loan on September 15, 2024 is \$153,268.71

The repayment date is September 15, 2030.

4.15.2**New Borrowing**

There is no inclusion in the budget for any new borrowing expenditure to:

- i. refinance existing debt, or,
- ii. finance land / property acquisitions, or,
- iii. finance infrastructure / capital projects.

4.16 Operational Departments**4.16.1 FCSS**

The draft budget maintains the City of Red Deer FCSS funding at \$66,762.00 in line with the 3-year agreement in place effective until 2026.

Additional revenue lines have been added into the 2025 budget to itemise project revenue streams for specific FCSS events / programs.

FCSS expenditures are itemised across 14 programs.

Conference costs include attending an FCSS convention in Edmonton.

Administration has included in draft 2 of the Operating Budget,

- an additional revenue of \$750.00 for CVIPT Grant (omitted in error from the first draft),
- an increase in janitorial cost to reflect actual quoted cost for 2025.

4.16.2 Public Works

The Public Works budget includes the estimated cost of a replacement moldboard for the Case Grader (\$10,000.00) which requires replacement (an on-site engineers assessment and quotation has been requested)

The Bobcat warranty expires in 2025. Including within the budget is a 3-year extended warranty.

4.16.3 Arena

Ice Plant Room costs are reduced as the requirement to replace the 9 pressure relief valves was completed in 2024, (a 5-year replacement cycle).

The Olympia Ice resurfacing machine was serviced in 2024. This is a 2-year cycle.

Building costs have been reduced to reflect current requirements. Most of the building refurbishment and upgrades are now completed.

Gas and Electricity costs are higher than 2024 and reflect current usage levels.

5 Future Actions**5.1**

Administration will submit to Council further revisions of the Operating Budget in the new year as required.

Based on previous experience it is unlikely that final approval of the 2025 Operating Budget will be achieved prior to the end of calendar year 2024.

If budget deliberations are not concluded by December 31 an interim budget must be adopted by Council resolution before any expenditures or collection of revenues can be made (as required by section 248 of the MGA).

A resolution to that effect has been included in the agenda pack for the RCM of December 9, 2024.

5.2

Administration is to submit to Council a Capital Budget for 2025 (date tbc but early 2025) as per the legislative requirements of section 246 of the Municipal Government Act.

The Capital Budget is required to state any transfers from the Operating Budget.

5.3

Administration will submit to Council a revised:

- i. Rates & Fees Bylaw,
- ii. Taxation Rate Bylaw,

effective for 2025 at a future Regular Council Meeting (as required depending on any decisions made by Council during budget deliberations).



Town of Bowden 2025 Operating Budget

2nd Draft to Council (RCM 9 December 2024) v2

	2024 Actual YTD	2024 Budget	2025 Budget
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REVENUES

	\$	\$	\$
TAX REVENUES			
MUNICIPAL RESIDENTIAL TAXES	846,752.76	846,167.33	846,167.33
MUNICIPAL NON-RESIDENTIAL TAXES	255,478.60	255,478.60	255,478.60
MUNICIPAL FARM TAXES	67.18	652.67	67.18
SCHOOL RESIDENTIAL TAXES	271,677.51	256,898.21	271,677.42
SCHOOL NON-RESIDENTIAL TAXES	58,368.87	47,479.42	58,368.85
DESIGNATED INDUSTRIAL PROPERTY TAX REQSTN	220.23	211.39	211.39
POLICE FUNDING REQUISITION	65,985.01	66,529.00	65,985.01
LATE TAX PAYMENT PENALTIES	11,664.93	12,000.00	12,000.00
TOTAL	1,510,215.09	1,485,416.62	1,509,955.78
OTHER REVENUES			
PROVINCIAL FINES	3,982.00	5,000.00	5,000.00
FRANCHISE FEES - FORTIS ELECTRICAL	103,691.15	136,000.00	139,000.00
FRANCHISE FEES - ATCO GAS	44,235.59	61,675.00	79,000.00
INVESTMENT RETURNS (INTEREST EARNED)	109,216.71	114,000.00	115,000.00
CANDIDATE NOMINATION FEE	0.00	0.00	0.00
TOTAL	261,125.45	316,675.00	338,000.00
GRANT REVENUES			
RED DEER COUNTY RECREATION GRANT	86,422.00	86,422.00	86,500.00
MSI / LGFF OPERATING GRANT	162,042.00	162,042.00	162,042.00
TOTAL	248,464.00	248,464.00	248,542.00
ADMINISTRATIVE REVENUES			
PROPERTY TAX CERTIFICATES	2,075.00	1,200.00	1,500.00
BUSINESS LICENSES	2,175.00	2,500.00	2,500.00
SUMMER TEMP EMPLOY' PROGRAM (STEP) GRANT	2,100.00	16,800.00	4,200.00
OTHER INCOME	1,112.37	100.00	500.00
PENALTIES (ACCOUNTS RECEIVABLE)	2,051.95	500.00	500.00
CREDIT CARD PROCESSING FEE	0.00	0.00	100.00
TOTAL	9,514.32	21,175.00	9,300.00
BYLAW REVENUES			
BYLAW ENFORCEMENT FINES & PENALTIES	0.00	100.00	100.00
TOTAL	0.00	100.00	100.00
ANIMAL REVENUES			
DOG / CHICKEN LICENSES	735.00	500.00	700.00
TOTAL	735.00	550.00	700.00
PUBLIC WORKS REVENUES			
OTHER INCOME / SERVICE FEES	0.00	200.00	200.00
TOTAL	0.00	200.00	200.00
WATER REVENUES			
DISTRIBUTED WATER COLLECTIONS	268,202.34	304,000.00	350,000.00
BULK WATER SALES	8,855.97	7,500.00	8,000.00
WATER METERS & EQUIPMENT	677.60	1,000.00	1,000.00
LATE PAYMENT PENALTIES	4,759.01	5,000.00	5,000.00
ACCOUNT SET UP FEE	0.00	0.00	1,500.00
OTHER INCOME	110.00	150.00	150.00
TOTAL	282,604.92	317,650.00	365,650.00
SANITARY SEWER REVENUES			
WASTEWATER COLLECTIONS	272,423.61	315,000.00	357,000.00
RV DUMP	787.10	700.00	700.00
SRDRWC SERVICE INCOME	21,780.18	27,000.00	27,000.00
TOTAL	294,990.89	342,700.00	384,700.00
SOLID WASTE REVENUES			
SOLID WASTE COLLECTIONS	60,013.80	63,800.00	70,000.00
TOTAL	60,013.80	63,800.00	70,000.00
RECYCLING REVENUES			
RECYCLING INCOME	58,946.43	69,800.00	71,000.00
ELECTRONICS RECYCLING INCOME	0.00	500.00	200.00

RECYCLING CIRCULAR MATERIALS	0.00	0.00	22,152.00
TOTAL	58,946.43	70,300.00	93,352.00

FCSS REVENUES

CITY OF RED DEER - FCSS FUNDING	66,762.90	66,762.00	66,762.00
FCSS JOINT EVENTS	4,645.04	500.00	200.00
COMMUNITY GARDEN	0.00	0.00	250.00
VOLUNTEER SUPPER GRANT	0.00	0.00	600.00
FAMILY DAY MOVIE	0.00	0.00	150.00
COOKING ON A BUDGET	0.00	0.00	100.00
CVITP GRANT	0.00	0.00	750.00
MISC DONATION OTHER PROGRAMS	0.00	0.00	100.00
TOTAL	71,407.94	67,262.00	68,912.00

CEMETERY REVENUES

GRAVE PLOT SERVICES	4,980.00	3,000.00	3,000.00
PLOTS & VAULTS SALES	1,620.00	2,500.00	2,500.00
COLUMBARIUM NICHE SALES	4,102.14	2,000.00	2,000.00
RED DEER COUNTY CEMETERY GRANT	5,000.00	5,000.00	5,000.00
OTHER INCOME	0.00	0.00	0.00
TOTAL	15,702.14	12,500.00	12,500.00

ECONMIC DEVLPMNT REVNS

OTHER INCOME / NEWSLETTER ADVERTISING	1,260.00	800.00	1,000.00
TOTAL	1,260.00	800.00	1,000.00

LAND REVENUES

RENTAL INCOME (BILLBOARDS & PASTURE LEASE)	7,000.00	6,500.00	7,800.00
TOTAL	7,000.00	6,500.00	7,800.00

PARADE REVENUES

CONTRIBUTIONS (Ag SOCIETY)	1,000.00	1,000.00	1,000.00
TOTAL	1,000.00	1,000.00	1,000.00

SPECIAL EVENT REVENUES

CONTRIBUTIONS / DONATIONS / SALE OF GOODS	660.00	700.00	600.00
TOTAL	660.00	700.00	600.00

ARENA REVENUES

ARENA RENTAL INCOME	60,685.49	90,000.00	95,000.00
OTHER INCOME (ADVERTISING BILLBOARDS)	6,380.00	3,500.00	3,000.00
RED DEER COUNTY RECREATION GRANT	25,000.00	25,000.00	25,000.00
TOTAL	92,065.49	118,500.00	123,000.00

PARK REVENUES

RED DEER COUNTY RECREATION GRANT	3,750.00	3,750.00	3,750.00
TOTAL	3,750.00	3,750.00	3,750.00

LIBRARY REVENUES

RED DEER COUNTY RECREATION GRANT	1,500.00	1,500.00	1,500.00
CONTRIBUTIONS & DONATIONS	0.00	0.00	0.00
TOTAL	1,500.00	1,500.00	1,500.00

MUSEUM REVENUES

RED DEER COUNTY RECREATION GRANT	3,000.00	3,000.00	3,000.00
TOTAL	3,000.00	3,000.00	3,000.00

COMMUNITY HALL REVENUE

RED DEER COUNTY RECREATION GRANT	5,000.00	5,000.00	5,000.00
TOTAL	5,000.00	5,000.00	5,000.00

TOTAL (ALL REVENUES)	2,928,963.76	3,087,542.62	3,248,561.78
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EXPENDITURES**REQUISITIONS**

	\$	\$	\$
PROVINCIAL SCHOOL EDUCATION (PUBLIC)	240,935.61	296,872.27	321,247.48
PROVINCIAL SCHOOL EDUCATION (CATHOLIC)	6,599.10	7,505.36	8,798.79
TOTAL	247,534.71	304,377.63	330,046.27

COUNCIL

HONORARIUMS & PER DIEMS	46,064.47	59,155.20	77,568.00
EMPLOYMENT & CRA CONTRIBUTIONS	1,921.85	2,500.00	3,000.00
TRAINING & DEVELOPMENT	0.00	7,000.00	7,000.00
CONFERENCE / WORKSHOPS / EVENT COSTS	25,433.70	37,500.00	37,500.00
MEMBERSHIP AUMA	2,560.30	2,600.00	2,700.00
PUBLIC RELATIONS & GRANTS & DONATIONS	5,287.24	5,000.00	7,500.00

IT SUPPORT & SERVICES	0.00	0.00	1,000.00
LIABILITY INSURANCE	336.00	400.00	400.00
ELECTION COSTS	0.00	0.00	5,000.00
MISCELLANEOUS GOODS & SUPPLIES	3,968.96	8,000.00	8,000.00
AG SOCIETY DONATIONS	10,000.00	10,000.00	10,000.00
TOTAL	95,572.52	132,155.20	159,668.00

ADMINISTRATION

PAYROLL	283,455.81	337,379.50	284,244.00
EMPLOYMENT & CRA CONTRIBUTIONS	51,150.49	58,000.00	55,000.00
WORKERS COMPENSATION (WCB)	10,193.12	13,000.00	13,000.00
TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00
TRAVEL & SUBSISTENCE	4,876.58	6,000.00	2,500.00
MEMBERSHIP FEES & CONFERENCE COSTS	4,602.03	6,000.00	2,500.00
POSTAGE & COURIER	6,770.75	8,000.00	7,000.00
TELEPHONE (LAND LINES & CELL PHONE)	5,483.66	6,900.00	6,900.00
ADVERTISING / PROMOTIONS / MARKETING	444.00	800.00	800.00
CONTRACTED SERVICES (IT SERVICES)	21,524.49	23,000.00	25,000.00
PERSONNEL RELATIONS	813.16	4,000.00	3,000.00
JANITORIAL & CLEANING SUPPLIES	5,800.00	7,100.00	7,200.00
POSTAGE MACHINE LEASE	691.92	700.00	700.00
COPIER & PRINTING	11,245.89	13,000.00	13,000.00
INTERNET SERVICES	3,600.00	3,600.00	3,600.00
SECURITY & ALARMS MONITORING FEE	269.40	270.00	270.00
MATS	1,899.67	0.00	2,300.00
WEBSITE & APP (HOSTING & SUPPORT)	8,868.49	9,000.00	9,000.00
DEBIT MACHINE	617.45	600.00	800.00
FIRE SYSTEMS & EQUIPMENT MAINTENANCE	143.72	100.00	100.00
ASSESSMENT REVIEW COSTS	2,000.00	2,000.00	2,000.00
CONTRACTED SERVICES OTHER	3,000.00	1,500.00	1,000.00
ACCOUNTING & AUDIT FEES / SERVICES	36,380.00	30,000.00	38,000.00
LEGAL & PROFESSIONAL FEES	1,601.68	1,500.00	1,500.00
PROPERTY ASSESSMENT SERVICES	15,396.80	16,775.00	16,900.00
REPAIRS & MAINTENANCE (EQUIPMENT)	728.38	1,000.00	1,500.00
IT REPAIRS / UPGRADES	1,185.00	2,000.00	2,000.00
REPAIRS & MAINTENANCE (BUILDING)	2,057.19	2,000.00	8,900.00
INSURANCE (BUILDING & PROFESSIONAL LIABILITY)	14,174.50	16,386.00	17,500.00
MISCELLANEOUS GOODS & SUPPLIES	5,319.85	6,000.00	7,000.00
EQUIPMENT PURCHASES (CAMERA SYSTEM)	0.00	0.00	5,000.00
UTILITIES (ELECTRICITY)	4,150.76	6,000.00	5,000.00
UTILITIES (GAS)	2,495.17	5,000.00	3,000.00
BANK CHARGES & SERVICE FEES	1,879.40	1,200.00	1,800.00
CASH ROUNDING	-0.07	0.00	0.00
BAD DEBTS - PROPERTY TAXES	0.00	0.00	0.00
BAD DEBTS - TRADE	0.00	0.00	0.00
TRANSFER TO CAPITAL FROM OPERATING	0.00	0.00	0.00
TRANSFER TO CONTINGENCY RESERVES	37,752.71	37,752.71	0.00
TOTAL	550,572.00	625,063.21	549,014.00

PROTECTIVE SERVICES
(FIRE)

REPAIRS & MAINTENANCE (BUILDING)	2,259.30	5,000.00	5,000.00
INSURANCE (BUILDING)	1,202.00	1,177.27	1,250.00
UTILITIES (ELECTRICITY)	3,224.17	4,000.00	4,000.00
UTILITIES (GAS)	4,621.99	4,000.00	5,500.00
TOTAL	11,307.46	14,177.27	15,750.00

EMERGENCY MANAGEMENT

FEES & SUBSCRIPTIONS & CONSULTANCY	0.00	0.00	3,000.00
TRAINING & DEVELOPMENT	0.00	500.00	1,000.00
TRAVEL & SUBSISTENCE	0.00	0.00	500.00
MISCELLANEOUS GOODS & SUPPLIES	37.00	2,000.00	500.00
TOTAL	37.00	2,500.00	5,000.00

PROTECTIVE SERVICES
(RCMP & BYLAW)

TRAVEL & SUBSISTENCE	0.00	0.00	0.00
TRAINING & DEVELOPMENT	0.00	0.00	0.00
MEMBERSHIP FEES & CONFERENCE COSTS	0.00	60.00	0.00
TELEPHONE	71.55	150.00	150.00
CONTRACTED BYLAW ENFORCEMENT SERVICES	0.00	0.00	30,000.00

CONTRACTED SERVICES OTHER	0.00	200.00	0.00
ALBERTA POLICE FUNDING MODEL	65,985.00	66,529.00	65,985.00
RED DEER COUNTY PROTECTIVE SERVICES	4,950.00	36,600.00	9,000.00
LEGAL & PROFESSIONAL FEES	0.00	200.00	0.00
MISCELLANEOUS GOODS & SUPPLIES	0.00	150.00	0.00
TOTAL	71,006.55	103,889.00	105,135.00

ANIMAL

CONTRACTED SERVICES (VETERINARY)	0.00	100.00	100.00
MISCELLANEOUS GOODS & SUPPLIES	238.96	250.00	250.00
TOTAL	238.96	350.00	350.00

PUBLIC WORKS

PAYROLL	197,733.86	213,681.60	241,561.00
PAYROLL (SUMMER STUDENTS)	21,059.60	21,280.00	21,280.00
EMPLOYMENT & CRA CONTRIBUTIONS	39,303.43	47,000.00	49,000.00
TRAINING & DEVELOPMENT	48.99	1,000.00	1,000.00
TRAVEL & SUBSISTENCE	108.39	300.00	300.00
TELEPHONE (LAND LINES & CELL PHONE)	1,814.22	2,100.00	2,100.00
ADVERTISING / PROMOTIONS / MARKETING	0.00	100.00	750.00
ALBERTA ONE CALL SERVICES	487.53	487.06	510.23
FIRE SYSTEMS & EQUIPMENT MAINTENANCE	363.46	400.00	2,400.00
SECURITY & ALARMS	625.90	690.00	690.00
INTERNET SERVICES	900.01	1,380.00	1,300.00
CONTRACTED SERVICES OTHER	2,435.49	200.00	500.00
REPAIRS & MAINTENANCE (CASE GRADER)	293.93	5,000.00	10,000.00
REPAIRS & MAINTENANCE (DEERE 4 WHEEL LOADER)	10,905.02	5,500.00	2,500.00
REPAIRS & MAINTENANCE (BOBCAT SKID STEER)	1,628.11	500.00	7,000.00
REPAIRS & MAINTENANCE KABOTA	0.00	0.00	7,500.00
REPAIRS & MAINTENANCE (OTHER)	1,584.58	500.00	500.00
BUILDING REPAIRS & MAINTENANCE (WORKSHOP)	4,624.55	5,000.00	5,500.00
BUILDING REPAIRS & MAINTENANCE (GARAGE)	0.00	500.00	1,000.00
BUILDING REPAIRS & MAINTENANCE (QUONSET)	137.25	500.00	1,000.00
REPAIRS & MAINTENANCE (STERLING TRUCK)	1,029.46	2,000.00	2,000.00
REPAIRS & MAINTENANCE F150 (2007)	93.98	1,000.00	1,000.00
REPAIRS & MAINTENANCE F350 (SAND / WATER TRUCK)	288.89	2,000.00	2,000.00
REPAIRS & MAINTENANCE F250 (2018)	145.05	1,000.00	1,000.00
REPAIRS & MAINTENANCE F550 (2013)	204.42	2,000.00	3,500.00
REPAIRS & MAINTENANCE F150 (2018)	154.78	1,000.00	1,000.00
REPAIRS & MAINTENANCE F150 (2019)	459.01	500.00	3,000.00
REPAIRS & MAINTENANCE (EQUIPMENT)	0.00	500.00	1,000.00
EQUIPMENT RENTALS & SERVICES	0.00	400.00	400.00
INSURANCE	9,171.25	11,274.43	11,000.00
MISCELLANEOUS GOODS & SUPPLIES	5,400.27	5,500.00	3,000.00
SMALL EQUIPMENT/TOOL PURCHASES	0.00	0.00	3,000.00
VEHICLE MAINTENANCE CLEANING SUPPLIES	0.00	0.00	1,000.00
FUEL / OIL / ADDITIVES	13,607.91	15,000.00	15,000.00
PERSONAL PROTECTIVE EQUIPMENT	3,716.78	3,500.00	3,000.00
UTILITIES (ELECTRICITY)	2,673.79	3,600.00	3,600.00
UTILITIES (GAS)	2,581.77	3,500.00	3,500.00
TRANSFER TO PUBLIC WORKS RESERVES	9,400.00	9,400.00	9,400.00
TOTAL	332,981.68	370,293.09	423,791.23

ROAD MAINTENANCE

STREET SWEEPING	0.00	5,500.00	6,000.00
ROAD PATCHING	44,903.60	30,000.00	55,000.00
RED DEER COUNTY ROAD MAINTENANCE		0.00	3,000.00
SNOW REMOVAL	12,965.90	25,000.00	25,000.00
ROAD / SIDEWALK REPAIRS	17,031.17	25,000.00	25,000.00
REPAIRS & MAINTENANCE (STREET LIGHTS)	5,985.00	0.00	5,000.00
REPAIRS & MAINTENANCE (STREET SIGNS)	1,824.77	2,000.00	3,500.00
ROAD CRACK FILLING	0.00	0.00	45,000.00
INSURANCE	1,737.00	2,149.56	2,400.00
MISCELLANEOUS GOODS & SUPPLIES	1,867.67	2,000.00	5,500.00
ROAD PAINT (MATERIALS & EQUIPMENT)	1,930.33	5,000.00	5,000.00
SMALL EQUIPMENT/TOOL PURCHASES		0.00	4,000.00
SAND & GRAVEL	6,939.98	6,000.00	10,000.00
UTILITIES (ELECTRICITY) STREET LIGHTS	76,916.91	80,000.00	95,000.00

TOTAL	172,102.33	182,649.56	289,400.00
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WATER & PUMPHOUSE

TRAINING & DEVELOPMENT	300.00	1,100.00	1,100.00
TRAVEL & SUBSISTENCE	34.48	1,000.00	200.00
MEMBERSHIP FEES & CONFERENCE COSTS	57.14	600.00	600.00
TELEPHONE (LANDLINE)	326.40	391.80	400.00
SCADA & IT (REPAIRS & MAINTENANCE)	6,713.00	8,000.00	10,000.00
WATER TESTING SUPPLIES	502.81	1,000.00	1,000.00
HACH COLORIMETER CALIBRATION	0.00	0.00	750.00
SECURITY & ALARMS	359.40	359.40	360.00
INTERNET SERVICES	538.47	587.40	600.00
ENGINEERING & CONSULTANCY	0.00	0.00	2,000.00
EQUIPMENT INSPECTION (PUMPSx4 & FIRE PUMP)	0.00	0.00	4,500.00
REPAIRS & MAINTENANCE (EQUIPMENT)	5,384.87	20,000.00	5,000.00
REPAIRS & MAINTENANCE (BUILDING)	1,938.37	1,500.00	6,000.00
REPAIRS & MAINTENANCE (INFRASTRUCTURE)	13,057.48	40,000.00	30,000.00
REPAIRS & MAINTENANCE (CPR)	25.00	50.00	40.00
INSURANCE	12,778.00	14,641.50	14,000.00
MISCELLANEOUS GOODS & SUPPLIES	927.83	6,000.00	6,000.00
SMALL EQUIPMENT/TOOL PURCHASES	0.00	0.00	500.00
UTILITIES (ELECTRICITY)	9,377.02	12,000.00	12,000.00
UTILITIES (GAS)	2,594.77	5,000.00	5,000.00
REGIONAL WATER SUPPLIES (MVRWSC)	160,728.39	200,000.00	210,000.00
INFRASTRUCTURE LOAN (INTEREST)	8,482.75	8,482.75	7,161.49
INFRASTRUCTURE LOAN (PRINCIPAL REPAYMENT)	28,459.03	28,459.03	29,780.29
BAD DEBTS (UTILITY BILLING)	-1.62	100.00	100.00
TOTAL	252,583.59	349,271.88	347,091.78

WASTEWATER & STORMWATER

TRAINING & DEVELOPMENT	0.00	0.00	1,000.00
REPAIRS & MAINTENANCE (NORTH LIFT STATION)	4,540.00	2,000.00	2,000.00
SMALL PROJECTS	317.00	5,000.00	2,000.00
REPAIRS & MAINTENANCE (OTHER)	138.89	2,000.00	2,000.00
REPAIRS & MAINTENANCE (INFRASTRUCTURE)	11,344.76	10,000.00	10,000.00
EQUIPMENT RENTALS & SERVICES	0.00	100.00	100.00
INSURANCE	780.00	529.84	850.00
MISCELLANEOUS GOODS & SUPPLIES	13.58	100.00	100.00
UTILITIES (ELECTRICITY)	5,829.30	6,000.00	7,500.00
UTILITIES (GAS)	603.24	800.00	700.00
REGIONAL WASTEWATER COSTS (SRDRWSC)	269,862.98	350,000.00	320,000.00
INFRASTRUCTURE LOAN (INTEREST)	6,538.24	6,538.24	5,672.23
INFRASTRUCTURE LOAN (PRINCIPAL REPAYMENT)	22,309.82	22,309.82	23,175.83
TOTAL	322,277.81	405,377.90	375,098.06

SOLID WASTE

CONTRACTED SERVICES (TOWN)	3,422.47	4,200.00	4,300.00
CONTRACTED SERVICES (RESIDENTIAL)	35,356.92	42,000.00	43,000.00
GOODS AND SUPPLIES BINS	0.00	0.00	1,000.00
REQUISITIONS (CITY OF RED DEER)	1,408.92	1,408.92	1,450.00
TOTAL	40,188.31	47,608.92	49,750.00

RECYCLING

CONTRACTED SERVICES (RESIDENTIAL)	20,494.99	24,000.00	25,000.00
GOODS AND SUPPLIES BINS	0.00	0.00	1,000.00
TOTAL	20,494.99	24,000.00	25,000.00

FCSS

PAYROLL	44,448.52	50,195.60	56,420.00
EMPLOYMENT & CRA CONTRIBUTIONS	10,936.60	13,500.00	14,000.00
PROFESSIONAL DEVELOPMENT & CONFERENCES	618.06	1,000.00	1,600.00
TRAVEL & SUBSISTENCE	734.58	2,000.00	2,000.00
TELEPHONE	639.92	680.00	680.00
PARTNER PROGRAM HENDAY ASSOC	2,842.76	3,000.00	200.00
YES PROGRAM	0.00	0.00	1,000.00
SUMMER DAZE	0.00	0.00	460.00
CVTIP (TAX FILING)	0.00	0.00	400.00
FAMILY DAY MOVIE	0.00	0.00	200.00
COMMUNITY SUPPORT PROGRAMS	0.00	0.00	500.00
COMMUNITY GARDEN	0.00	0.00	650.00

BGS PARTNERSHIP PROGRAMS	0.00	0.00	600.00
COOKING ON A BUDGET	0.00	0.00	600.00
RETRO BINGO	0.00	0.00	200.00
VOLUNTEER APPRECIATION SUPPER	0.00	0.00	2,800.00
YOUTH WEEK EVENT	0.00	0.00	200.00
SENIOR'S WEEK	0.00	0.00	500.00
COMMUNITY SHOWCASE	0.00	0.00	500.00
INTERNET SERVICES	1,380.00	1,380.00	1,380.00
JANITORIAL	1,200.00	1,440.00	2,400.00
SECURITY & ALARMS	0.00	0.00	565.00
REPAIRS & MAINTENANCE (IT & EQUIPMENT)	224.46	300.00	300.00
REPAIRS & MAINTENANCE (BUILDING)	2,290.00	1,000.00	2,500.00
INSURANCE-FCSS	678.00	950.00	700.00
MISC GOODS & SUPPLIES-OFFICE	4,458.74	2,500.00	500.00
EVENT / MEETING SUPPLIES	1,765.79	1,800.00	840.00
CLEANING SUPPLIES	93.28	100.00	400.00
UTILITIES (ELECTRICITY)	1,715.70	2,100.00	2,500.00
UTILITIES (GAS)	2,055.50	2,500.00	3,000.00
REQUISITIONS (CITY OF RED DEER)	13,271.66	13,271.66	13,271.66
TOTAL	90,610.50	98,967.26	111,866.66

CEMETERY

CONTRACTED SERVICES RDC (WEED CONTROL)	1,140.00	1,200.00	1,200.00
CONTRACTED SERVICES (BURIAL)	1,950.00	0.00	1,500.00
CONTRACTED SERVICES (PUBLIC FACILITIES)	0.00	0.00	840.00
REPAIRS & MAINTENANCE (GENERAL)	7,076.94	5,000.00	2,000.00
MISCELLANEOUS GOODS & SUPPLIES	782.00	2,000.00	1,000.00
DONATIONS (CEMETERY ASSOCIATION)	2,000.00	2,000.00	2,000.00
TOTAL	12,948.94	10,200.00	8,540.00

PLANNING & DEVELOPMENT

CONTRACTED SERVICES (INSPECTIONS)	17,000.00	12,000.00	10,000.00
PLANNING & LEGAL FEES	6,149.97	500.00	2,500.00
LAND TITLE FEES	6.00	50.00	50.00
ENGINEERING & CONSULTANCY	2,874.90	5,000.00	5,000.00
TOTAL	26,030.87	17,550.00	17,550.00

ECONOMIC DEVELOPMENT

MEMBERSHIP FEES & CONFERENCE COSTS	1,065.60	1,500.00	1,400.00
TRAVEL & SUBSISTENCE	0.00	0.00	0.00
ADVERTISING / PROMOTIONS / MARKETING	0.00	0.00	0.00
TOTAL	1,065.60	1,500.00	1,400.00

SENIORS

REQUISITIONS (PARKLAND)	3,575.00	3,575.00	4,000.00
TOTAL	3,575.00	3,575.00	4,000.00

LAND

PROFESSIONAL / CONSULTANCY FEES	0.00	300.00	10,000.00
LEGAL FEES	2,455.15	3,000.00	3,000.00
STATUTORY ADVERTISING	0.00	2,000.00	2,000.00
DESIGNATED INDUSTRIAL PROPERTY TAXES	0.00	200.00	220.00
TOTAL	2,455.15	5,500.00	15,220.00

SPECIAL EVENTS (PARADE)

MISCELLANEOUS GOODS & SUPPLIES	2,633.86	3,000.00	3,000.00
TOTAL	2,633.86	3,000.00	3,000.00

SPECIAL EVENTS (CHRISTMAS)

MISCELLANEOUS GOODS & SUPPLIES	324.60	2,500.00	2,500.00
TOTAL	324.60	2,500.00	2,500.00

RECREATION (ARENA)

PAYROLL	113,110.48	125,545.00	135,200.00
EMPLOYMENT & CRA CONTRIBUTIONS	23,437.63	24,000.00	26,000.00
TRAINING & DEVELOPMENT	798.30	800.00	600.00
TRAVEL & SUBSISTENCE	52.89	300.00	300.00
MEMBERSHIP FEES & CONFERENCE COSTS	366.62	600.00	2,000.00
TELEPHONE (LAND LINE & CELL PHONE)	1,648.81	1,500.00	1,900.00
SECURITY & ALARMS	489.70	615.00	600.00
CONTRACTED SERVICES (CIMCO)	3,975.00	4,100.00	4,500.00
CONTRACTED SERVICES (ICE PAINTING)	3,900.00	4,000.00	4,000.00
CONTRACTED SRVS (BLADE MAINTENANCE)	502.00	900.00	1,100.00

FIRE SYSTEMS & EQUIPMENT	1,977.83	2,200.00	2,200.00
INTERNET SERVICES	1,380.00	1,380.00	1,380.00
CONTRACTED SERVICES (PEST CONTROL)	2,050.00	2,500.00	2,500.00
REPAIRS & MAINTENANCE (PLANT ROOM)	7,013.10	6,000.00	2,500.00
REPAIRS & MAINTENANCE (OLYMPIA)	3,719.82	5,000.00	1,500.00
SMALL EQUIPMENT PURCHASES	0.00	0.00	800.00
REPAIRS & MAINTENANCE (OTHER)	480.00	500.00	500.00
REPAIRS & MAINTENANCE (BUILDING)	18,630.16	11,000.00	7,500.00
REPAIR & MAINTENANCE (ICE EDGER)	0.00	0.00	500.00
REPAIRS & MAINTENANCE (GENERAL)	737.25	500.00	500.00
EQUIPMENT RENTALS & SERVICES	0.00	200.00	1,000.00
INSURANCE	16,736.25	17,468.48	18,000.00
MISCELLANEOUS GOODS & SUPPLIES	3,394.25	5,000.00	5,000.00
PROPANE SUPPLIES	937.04	1,500.00	2,000.00
PERSONAL PROTECTIVE EQUIPMENT	0.00	0.00	1,500.00
UTILITIES (ELECTRICITY)	49,488.64	55,000.00	65,000.00
UTILITIES (GAS)	13,549.86	9,000.00	17,000.00
BAD DEBTS	893.75	500.00	500.00
TOTAL	269,269.38	283,108.48	306,080.00

PARKS & AMENITIES

CONTRACTED SERVICES (WEED CONTROL) OASIS	13,341.68	12,000.00	6,500.00
CONTRACTED SERVICES (NOXIOUS WEEDS) RDC	0.00	0.00	3,000.00
CONTRACTED SERVICES (CONTROL OFFICER)	0.00	0.00	6,500.00
REPAIRS & MAINTENANCE (LAWN MOWERS)	2,541.16	2,500.00	2,500.00
REPAIRS & MAINTENANCE (OTHER EQUIP)	709.37	0.00	1,500.00
REPAIRS & MAINTENANCE (PLAYGROUNDS)	251.56	2,500.00	4,000.00
REPAIRS & MAINTENANCE (COMMUNITY ACTION PARK)	89.98	2,500.00	1,000.00
TREES / SHRUBS / PLANTS	9,566.32	10,000.00	5,000.00
REPAIRS & MAIN WALKING TRAILS	0.00	0.00	4,500.00
REPAIRS & MAIN DOG PARK	0.00	0.00	500.00
REPAIRS & MAINTENANCE (HERITAGE DRIVE)	0.00	1,000.00	1,000.00
EQUIPMENT RENTALS	1,845.90	2,500.00	2,500.00
INSURANCE	209.00	228.82	300.00
MISCELLANEOUS GOODS & SUPPLIES (PARKS)	6,433.21	7,500.00	7,500.00
HANGING FLOWER BASKETS	3,055.00	3,500.00	3,500.00
GOODS & SUPPLIES COMMUNITY TRAILS	0.00	0.00	2,000.00
SMALL EQUIPMENT/TOOL PURCHASES	0.00	0.00	500.00
FUEL / OIL / ADDITIVES	2,885.71	4,000.00	4,000.00
TOTAL	40,928.89	53,228.82	56,300.00

LIBRARY

TELEPHONE	961.60	1,100.00	1,100.00
SECURITY & ALARMS	269.40	270.00	270.00
FIRE SYSTEMS & EQUIPMENT MAINTENANCE	18.50	50.00	50.00
REPAIRS & MAINTENANCE (BUILDING)	0.00	1,000.00	1,500.00
INSURANCE	993.00	959.45	1,000.00
JANITORIAL	0.00	0.00	2,400.00
UTILITIES (ELECTRICITY)	3,977.72	4,000.00	5,000.00
UTILITIES (GAS)	1,343.56	2,100.00	2,000.00
REQUISITION (PARKLAND LIBRARY BOARD)	11,667.78	11,667.78	11,667.78
APPROPRIATION (PUBLIC LIBRARY BOARD)	10,283.50	10,283.50	25,524.56
TOTAL	29,515.06	31,430.73	50,512.34

MUSEUM

FIRE SYSTEMS & EQUIPMENT MAINTENANCE	37.00	100.00	100.00
SECURITY & ALARMS	359.40	359.40	359.40
REPAIRS & MAINTENANCE (BUILDING)	3,107.05	2,000.00	5,000.00
INSURANCE	2,952.00	2,809.27	3,000.00
TOTAL	6,455.45	5,268.67	8,459.40

COMMUNITY CENTRE

DONATIONS (COMMUNITY CENTRES)	10,000.00	10,000.00	10,000.00
TOTAL	10,000.00	10,000.00	10,000.00

TOTAL (ALL EXPENDITURES)	2,612,711.21	3,087,542.62	3,270,522.74
OPERATING DEFICIT/SURPLUS	316,252.55	0.00	-21,960.96

Municipality	Water					Sanitary Sewer				Storm				Wastewater				Population
	Typical User /month	Typical User per year	Minimum or Fixed Charge /month	/m ³	Water Total /month	subtotal	Minimum or Fixed Charge /month	/m ³	subtotal	Sanitary Sewer Total /month	Storm Sewer /month	General Admin Fee	Solid Waste /month	Recycling /month	Yard Waste (Composting) /month	Type		
	Mean: \$138.92	\$1,667.05	\$28.40	\$2.89	\$78.57		\$19.00	\$1.74		\$35.12	\$4.08	\$5.38	\$21.24	\$5.96	\$4.13		2,610	
	Median: \$142.18	\$1,706.16	\$25.00	\$2.82	\$77.00		\$18.00	\$1.50		\$26.78	\$4.01	\$3.00	\$20.00	\$5.44	\$3.69		1,001	
Acme	\$150.00	\$1,800.00	\$8.50	\$4.75	\$103.50		\$9.00	\$0.55	\$20.00			\$7.50	\$19.00			Village	606	
Alix	\$204.98	\$2,459.76	\$37.50	\$3.39	\$105.30		\$26.25	\$2.25	\$71.25				\$22.50	\$5.93		Village	774	
Barnwell	\$129.00	\$1,548.00	\$50.00	\$1.30	\$76.00		\$26.00		\$26.00				\$22.00	\$11.00		Village	978	
Barons	\$87.50	\$1,050.00	\$44.00	\$1.32	\$20.92		\$18.00		\$18.00				\$22.00	\$3.50		Village	313	
Bashaw	\$181.08	\$2,172.90	\$37.75	\$3.69	\$111.55		\$20.00		\$55.78				\$13.75			Town	848	
Bassano	\$120.28	\$1,443.30	\$25.00	\$2.75	\$80.00		\$17.28		\$17.28				\$11.70	\$3.80		Town	1,216	
Bawiff	\$106.80	\$1,281.60	\$54.80		\$54.80		\$32.00		\$32.00				\$13.75	\$6.25		Village	412	
Beaverlodge	\$115.91	\$1,339.20	\$16.50	\$1.80	\$52.50		\$6.50	\$1.53	\$37.10		\$2.00		\$13.75		\$20.00	Town	2,271	
Beiseker	\$94.09	\$1,129.08	\$27.03	\$1.16	\$42.11		\$21.57	\$1.67	\$48.13				\$16.13	\$4.98		Village	754	
Bentley	\$120.36	\$1,444.32	\$17.70	\$2.95	\$76.70		\$17.70		\$21.57				\$30.42			Town	1,042	
Big Valley	\$111.67	\$1,340.04	\$25.50	\$2.80	\$81.50		\$20.00		\$20.00				\$21.24	\$4.72		Village	577	
Bon Accord	\$166.25	\$1,995.00	\$11.50	\$3.30	\$77.50		\$12.00	\$3.03	\$72.60				\$8.50	\$1.67		Village	331	
Bow Island	\$118.95	\$1,427.40	\$25.00	\$2.36	\$72.20		\$22.25		\$22.25				\$13.03	\$3.12		Town	1,461	
Bowden	\$171.80	\$2,061.60	\$10.00	\$3.18	\$73.60		\$10.00	\$3.31	\$76.20				\$18.00	\$6.50		Town	2,036	
Boyle	\$181.95	\$2,183.40	\$20.00	\$4.99	\$119.80		\$17.00	\$1.00	\$22.00				\$11.00	\$11.00		Town	1,280	
Breton	\$62.05	\$744.60	\$14.80	\$0.15	\$17.80		\$19.20		\$19.20				\$30.00	\$3.75		Village	825	
Bruderheim	\$145.59	\$1,747.08	\$19.64	\$3.14	\$82.44		\$7.60	\$1.55	\$38.60				\$19.95	\$4.60		Village	567	
Calmar	\$191.86	\$2,302.35	\$46.50	\$1.85	\$50.19		\$32.00	\$0.91	\$29.18		\$8.50		\$18.00	\$7.50		Town	1,329	
Carbon	\$156.36	\$1,876.33	\$73.03	\$5.11	\$44.09		\$19.38		\$19.38				\$19.88			Town	2,183	
Caroline	\$154.00	\$1,848.00	\$18.00	\$2.00	\$58.00		\$21.00	\$1.60	\$53.00				\$25.00			Village	492	
Carstairs	\$147.96	\$1,775.52	\$15.00	\$3.21	\$79.20		\$6.24	\$1.93	\$44.76				\$24.00			Village	470	
Castor	\$144.05	\$1,728.56	\$70.00	\$3.30	\$91.05		\$30.00		\$30.00				\$23.00			Town	4,898	
Chauvin	\$101.50	\$1,218.00	\$33.00	\$1.20	\$33.00		\$31.00		\$31.00				\$23.00			Town	803	
Claresholm	\$110.52	\$1,326.24	\$35.70	\$1.68	\$60.90		\$16.83	\$0.92	\$26.03				\$31.00	\$6.50		Village	304	
Clive	\$130.76	\$1,569.12	\$42.50	\$3.36	\$50.40		\$9.35	\$0.45	\$6.75				\$12.50	\$11.09		Town	3,804	
Clyde	\$154.47	\$1,853.67	\$21.00	\$3.95	\$100.00		\$9.50	\$1.38	\$27.47				\$15.23	\$6.53		Village	775	
Consort	\$151.42	\$1,816.99	\$42.25	\$4.83	\$111.42		\$12.00		\$12.00				\$19.00	\$5.00		Village	415	
Coronation	\$149.50	\$1,794.00	\$49.00	\$3.10	\$111.00		\$22.00		\$22.00				\$28.00			Village	644	
Cremona	\$108.20	\$1,298.40	\$2.50	\$3.60	\$74.50		\$2.50	\$0.66	\$15.70				\$18.00			Town	868	
Daysland	\$193.38	\$2,320.56	\$46.83	\$2.00	\$86.83		\$42.55	\$1.00	\$62.55				\$41.00	\$3.00		Village	437	
Delburne	\$97.81	\$1,173.72	\$28.35	\$1.21	\$30.00		\$13.50		\$13.50				\$16.00	\$5.06	\$1.50	Village	789	
				\$1.67	\$33.40													
				\$3.78	\$0.00													
Diamond Valley	\$174.18	\$2,090.10	\$22.47	\$2.46	\$71.67		\$22.47	\$2.46	\$71.67				\$11.40	\$6.73	\$7.68	Town	5,341	
Disbury	\$174.05	\$2,088.60	\$18.15	\$4.75	\$113.15		\$9.15	\$1.50	\$39.15	\$5.03			\$12.85	\$4.65	\$2.25	Town	5,070	
Donald	\$135.00	\$1,620.00	\$25.00	\$3.70	\$99.00		\$11.00		\$11.00				\$23.00			Village	226	
Drumheller	\$146.48	\$1,757.77	\$19.10	\$2.42	\$67.52		\$23.00	\$2.71	\$66.38				\$9.24	\$3.34		Town	7,909	
Duchess	\$79.65	\$955.80	\$22.50	\$1.20	\$46.50		\$15.00		\$15.00				\$16.38	\$1.78		Village	1,053	
Eckville	\$80.65	\$967.80	\$18.25	\$0.39	\$3.90		\$35.50		\$35.50				\$23.00			Town	1,014	
Edberg	\$153.50	\$1,842.00	\$9.00	\$4.50	\$99.00		\$25.00	\$1.50	\$32.50				\$22.00			Village	126	
Elk Point	\$138.20	\$1,658.40	\$70.00	\$4.20	\$95.20		\$18.00		\$18.00				\$25.00			Town	1,399	

Sedgewick	\$135.50	\$1,626.00	\$22.50	\$2.10	\$42.00	\$42.00	\$22.50	\$1.65	\$55.50	\$55.50	\$2.00	\$36.00								Town	761
Sexsmith	\$189.51	\$2,274.18	\$14.73	\$1.94	\$58.88	\$58.88	\$22.14	\$2.87	\$7.49	\$7.49	\$14.64	\$21.00	\$7.50							Town	2,427
Smoky Lake	\$164.70	\$1,976.40	\$35.00	\$3.56	\$106.20	\$106.20	\$15.00	\$0.60	\$27.00	\$27.00		\$31.50								Town	1,031
Spirit River	\$126.98	\$1,523.75	\$50.00	\$3.25	\$85.75	\$85.75	\$12.50	\$0.40	\$20.42	\$20.42		\$15.50	\$5.31							Town	992
Staveling	\$72.00	\$864.00	\$34.00	\$1.50	\$34.00	\$34.00	\$13.00		\$13.00	\$13.00		\$25.00								Town	544
Strifling	\$99.80	\$1,197.60	\$30.00	\$0.99	\$49.80	\$49.80	\$29.00		\$29.00	\$29.00		\$21.00								Village	1,164
Summit	\$157.90	\$1,894.80	\$23.00	\$2.70	\$77.00	\$77.00	\$23.00	\$1.35	\$50.00	\$50.00	\$5.25	\$19.65								Town	2,672
Swan Hills	\$92.16	\$1,105.92	\$20.16	\$0.99	\$0.00	\$31.41	\$9.07	\$0.80	\$19.07	\$28.14		\$18.71	\$13.90							Town	1,201
Sylvan Lake	\$142.18	\$1,706.16	\$41.82	\$0.93	\$18.60	\$41.82	\$26.84	\$2.97	\$74.36	\$74.36		\$19.50	\$6.50							Town	15,995
Thorsby	\$181.95	\$2,183.40	\$51.00	\$6.00	\$135.00	\$135.00	\$26.45	\$26.45	\$26.45	\$26.45		\$16.75	\$3.75							Town	967
Three Hills	\$167.28	\$2,007.36	\$19.40	\$3.82	\$95.80	\$95.80	\$24.98	\$1.00	\$44.98	\$44.98		\$18.50	\$8.00							Town	3,171
Tofield	\$182.48	\$2,189.76	\$40.00	\$5.10	\$117.48	\$157.48	\$15.00		\$15.00	\$15.00		\$10.00								Town	2,045
Trochu	\$145.10	\$1,741.20	\$16.00	\$4.07	\$97.40	\$97.40	\$5.00	\$0.86	\$22.20	\$22.20		\$20.50	\$5.00							Town	998
Two Hills	\$169.00	\$2,028.00	\$25.00	\$3.60	\$97.00	\$97.00	\$10.00	\$1.50	\$40.00	\$40.00	\$2.00	\$30.00								Town	1,416
Valleyview	\$107.26	\$1,287.15	\$25.00	\$2.09	\$31.34	\$56.34	\$23.00	\$0.96	\$25.92	\$25.92		\$18.00	\$7.00							Town	1,673
Vauxhall	\$107.05	\$1,284.60	\$55.00	\$0.55	\$11.00	\$66.00	\$15.00			\$15.00		\$19.00	\$7.05							Town	1,286
Veteran	\$128.80	\$1,545.60	\$15.00	\$3.79	\$90.80	\$90.80	\$14.00		\$14.00	\$14.00		\$24.00								Village	214
Viking	\$172.70	\$2,072.40	\$31.00	\$4.36	\$118.20	\$118.20	\$15.00	\$1.40	\$43.00	\$43.00		\$11.50								Town	986
Vilna	\$149.15	\$1,789.80	\$20.00	\$4.36	\$107.15	\$107.15	\$17.00		\$17.00	\$17.00		\$25.00								Village	268
Vulcan	\$110.60	\$1,327.20	\$18.50	\$1.93	\$57.10	\$57.10	\$13.50		\$13.50	\$13.50		\$40.00								Town	1,769
Warburg	\$78.15	\$937.80	\$10.00	\$1.20	\$34.00	\$34.00	\$15.00	\$0.72	\$29.40	\$29.40			\$14.75							Village	676
Warner	\$82.50	\$990.00	\$58.00	\$1.50	\$0.00	\$58.00	\$10.00				\$7.50	\$17.00								Village	364
Wembley	\$200.82	\$2,409.80	\$14.73	\$1.94	\$58.88	\$58.88	\$25.36	\$3.30	\$100.50	\$100.50	\$15.94	\$17.00	\$8.50							Town	1,432

Agenda item 9.a (continued)

6 Suggested Motion

Motion by Councillor _____ that Council instructs Administration to make further amendments to the 2024 Operating Budget as required / requested and to resubmit to Council a further draft of the Operating Budget for review, deliberation, adjustments, and approval in 2025.

Regular Council Meeting: December 9, 2024	Agenda Item: 9.b / 9.c
Prepared by: Arno Glover	Approved By: Mayor Robb Stuart
Report Type: RFD	Attachment(s): 1

Content:**9.b MOTION FOR INTERIM OPERATING BUDGET**

Section 242 of The Municipal Government Act states:

- (1) *Each council must adopt an operating budget for each calendar year by January 1 of that calendar year.*
- (2) *A council may adopt an interim operating budget for part of a calendar year.*
- (3) *An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.*

Section 248 of The Municipal Government Act states:

- (1) *A municipality may only make an expenditure that is included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,*
- (2) *for an emergency, or*
- (3) *legally required to be paid.*

In order to satisfy the requirements of the MGA, Administration requests that Council pass a motion adopting an Interim 2025 Operating Budget that is based on the 2024 Operating Budget until such time that the 2025 Operating Budget is passed by Council.

An Interim Operating Budget will allow the municipality to satisfy the MGA and therefore legally continue to receive revenues and pay expenditures.

Recommended Motion:

Motion by Councillor _____ that Council adopts a 2025 Interim Operating Budget based on the 2024 Operating Budget until such time as the full 2025 Operating Budget is passed by Council.

9.c MOTION FOR INTERIM CAPITAL BUDGET

Section 245 of The Municipal Government Act states:

- (1) *Each council must adopt a capital budget for each calendar year by January 1 of that calendar year.*

Section 248 also applies.

Recommended Motion:

Motion by Councillor _____ that Council adopts a 2025 Interim Capital Budget based on the 2024 Capital Budget until such time as the full 2025 Capital Budget is passed by Council.

Regular Council Meeting: December 9, 2024.	Agenda Item: 10.a
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s): 1 Red Deer County Protective Services November Enforcement Contract Letter.

Content:

10.a Red Deer County Protective Services - November Enforcement Contract letter.

Recommended Motion:

Motion by Councillor _____ that Council accepts the submitted item of correspondence as information.



PROTECTIVE SERVICES⁷⁸
38106 Range Road 275
Red Deer County, AB T4S 2L9
Phone: 403.343.6301
Fax: 403.347.0572

December 2, 2024

Town of Bowden
2101 – 20 Avenue,
Box 388
Bowden, AB T0M 0K0

Sent Via Email to: cfo@bowden.ca

Attention: Chief Administrative Officer

Dear Sir/Madam:

NOVEMBER
Re: October Enforcement Contract

Please be advised for the month of October, Red Deer County Patrol Officers spent 10 hours in the Town of Bowden.

The following tickets were issued during patrols conducted between 0600-2100:

- 2024.11.02 at 1653 – Vehicle equipment violation;
- 2024.11.08 at 0651 – Stop sign violation; and
- 2024.11.08 at 0704 – Stop sign violation

There were no complaints in Bowden for the month of November.

I trust you will find the foregoing satisfactory, if you have any questions please feel free to contact our office.

Sincerely,

Sgt. Irv Heide
Patrol Manager,
Red Deer County, Protective Services

Regular Council Meeting: December 9, 2024.	Agenda Item: 11.a
Prepared by: Arno Glover	Approved by: n/a
Report Type: Information	Attachment(s): 1 CAO Report (Confidential) separate cover

The following report is provided under separate cover (confidential)

An exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 applies on the basis of: Section 27 "deemed to be privileged information".

CAO's Progress Report – July 9 to December 9, 2024

The CAO's report provides Council with an overview of tasks completed and matters dealt with since July 9, 2024.

This provides Council with a summary of deliverables, project status updates, work in progress, adjusted timelines, and insights into future plans.

Included within the report is information under the subject headings:

- 1 Bylaws & Policies**
- 2 Contracts & Agreements**
- 3 Audits**
- 4 Meetings & Events Attended**
- 5 Bylaws & Complaints**
- 6 Miscellaneous Tasks**
- 7 Capital Projects (unfinished carried forward to 2025)**
- 8 Work in Progress (ongoing tasks)**
- 9 Written Reports submitted**
- 10 IT Projects**
- 11 Pumphouse**
- 12 Staff Development**
- 13 Training Requirements**

Regular Council Meeting: December 9, 2024.	Agenda Item: 11.b / 11.c
Prepared by: Arno Glover	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s): As per content

Content:**11.b****Council Committee Reports**

None submitted.

11.c**Society & Other Reports**

- i. Alberta Legislature Summary (December 2 - 4)
(report submitted by CAO Arno Glover)
- ii. Alberta Municipalities 2024 Outstanding Resolutions (October 30, 2024)
(report submitted by Mayor Robb Stuart)
- iii. MVRWSC Report (meeting of November 27, 2024)
(report submitted by Mayor Robb Stuart)
- iv. SRDRWC Volume & Sales Report (November, 2024)
(report submitted by CAO Arno Glover)

Note:

All meeting minutes submitted should be assumed to be "unapproved".



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Alberta 31st Legislature, Session 1 Summary
December 2 - 4

Alberta 31st Legislature, Session 1 Summary: December 2 to 4

Bill Updates

Government Bills

- **Bill 24: Alberta Bill of Rights Amendment Act, 2024:** Amends the Alberta Bill of Rights to expand upon the powers of the document and the number of rights protected from provincial legislation. The act adds rights that strengthen protections for property rights, requires consent for medical treatments (including vaccinations), and affirms the right to possess firearms within legal limits. It allows courts to enforce these rights, though it restricts claims for damages related to legislation. The Act also enables Alberta's legislature to override specific rights explicitly when necessary.

Status: Royal Assent Received. Comes into force December 5, 2024.
 Bill text: [Bill 24: Alberta Bill of Rights Amendment Act, 2024](#)
 GOA overview: [Protecting Albertans' Rights](#)
- **Bill 25: Early Learning and Child Care Amendment Act, 2024:** Amends the *Early Learning and Child Care Act* to expand upon the authority of the statutory director, enabling facility closures, license suspensions, and the issuance of probationary licenses when public interest or compliance issues arise. The amendments introduce stricter safety and oversight requirements, administrative penalties for non-compliance, and mandates for transparency with parents and guardians.

Status: Royal Assent Received. Comes into force on proclamation.
 Bill text: [Bill 25: Early Learning and Child Care Amendment Act, 2024](#)
 GOA news announcement: [Alberta Strengthens Child Care Safety](#)
- **Bill 26: Health Statutes Amendment Act, 2024 (No. 2):** Amends the *Alberta Health Act* to replace "provincial health boards" with "provincial health corporations." Bill 26 enhances regulatory control by allowing the Minister to create, manage, and oversee these corporations, designate responsible ministers, and mandate governance structures. The Act also restricts procedures like sex reassignment surgery and hormone therapy for minors, adds strict compliance and reporting requirements for health agencies, and outlines clear protocols for handling public health emergencies.

Status: Royal Assent Received. Comes into force on proclamation with exceptions.
 Bill text: [Bill 26: Health Statutes Amendment Act, 2024 \(No. 2\)](#)
 GOA overview: [Advancing Policies to Support the Health Care System](#)
- **Bill 27: Education Amendment Act, 2024:** Amends the Education Act to strengthen parental rights and establish new protocols for educational practices in Alberta. It mandates parental notification and consent for at-home learning and specific health measures during emergencies. The Act also requires Ministerial approval for external resources related to gender identity, sexual orientation, or human sexuality, ensuring alignment with approved standards. Additionally, the legislation enforces parental notification and consent for the use of a child's preferred name or pronouns and for certain instructional content.

Status: Royal Assent Received. Comes into force on proclamation.
 Bill text: [Bill 27: Education Amendment Act, 2024](#)
 GOA overview: [Supporting Alberta Students and Families](#)

Government Bills Continued

- **Bill 28: Meat Inspection Amendment Act, 2024:** Amends the Meat Inspection Act to increase penalties for violations of Alberta's Meat Inspection Act, raising the maximum fine from \$10,000 to \$100,000. It also sets a limitation period, prohibiting prosecutions for offences if they are initiated more than two years after the offence was first identified by an inspector or peace officer.

Status: Royal Assent Received. Comes into force on December 5th, 2024.
 Bill text: [Bill 28: Meat Inspection Amendment Act, 2024](#)
 GOA news announcement: [Larger Fines for Illegal Slaughter, Uninspected Meat](#)
- **Bill 29: Fairness and Safety in Sport Act:** Requires Alberta's educational institutions and sports organizations to implement policies on eligibility and safety for amateur sports, with rules to be issued by the Minister of Tourism and Sport. Organizations must report complaints, requests, and decisions regarding mixed-gender leagues, as well as other issues specified in the regulations. The Act mandates clear procedures for determining eligibility and establishes protections for officials and participants acting in compliance with the policies.

Status: Royal Assent Received. Comes into force on proclamation.
 Bill text: [Bill 29: Fairness and Safety in Sport Act](#)
 GOA overview: [Ensuring Fairness, Safety, and Inclusivity in Sport](#)
- **Bill 30: Service Alberta Statutes Amendment Act, 2024:** Amends the *Condominium Property Act*, the *Prompt Payment and Construction Lien Act*, and the *Public Works Act* to enhance governance, enforce timely payment practices, and improve accountability in Alberta's condominium and construction sectors. Key updates include establishing a Condominium Dispute Resolution Tribunal for streamlined dispute handling, adjusting voting rules for condominium corporations, setting strict payment timelines and dispute resolution procedures for contractors and subcontractors, and clarifying payment terms for public works contracts.

Status: Royal Assent Received. Comes into force on proclamation.
 Bill text: [Bill 30: Service Alberta Statutes Amendment Act, 2024](#)
 GOA Overview: [Improving the Condominium and Construction Sectors](#)
- **Bill 31: Justice Statutes Amendment Act, 2024:** Amends the *Alberta Evidence Act*, the *Critical Infrastructure Defence Act*, the *Electoral Boundaries Commission Act*, and the *Public's Right to Know Act* to modernize judicial procedures, strengthen infrastructure protection, improve electoral fairness, and enhance transparency in public reporting. Key updates include allowing affirmations and electronic certification under the *Alberta Evidence Act*, broadening essential infrastructure definitions in the *Critical Infrastructure Defence Act* to cover additional health and emergency facilities, increasing Alberta's electoral divisions from 87 to 89 in the *Electoral Boundaries Commission Act*, and granting the Minister authority to request data from government bodies and police services under the *Public's Right to Know Act* to ensure accessible public information.

Status: Royal assent received. Comes into force on December 5th, 2024 and on proclamation.
 Bill text: [Bill 31: Justice Statutes Amendment Act, 2024](#)
 GOA overview: [Ensuring Fair Electoral Representation.](#)

Government Bills Continued

- **Bill 32: Financial Statutes Amendment Act, 2024 (No. 2) (\$):** Amends the Alberta Housing Act, Alberta Personal Income Tax Act, Assured Income for the Severely Handicapped Act, ATB Financial Act, Credit Union Act, Fuel Tax Act, Health Statutes Amendment Act, Income and Employment Supports Act, Land Titles Act, and Seniors Benefit Act to streamline financial administration and update income support and taxation structures. Key changes include adjusting income thresholds and tax brackets, introducing an "Alberta escalator" for inflation-linked adjustments, revising income support benefit calculation methods, setting new rules for mortgage-related transactions, and establishing an electric vehicle tax. This bill aims to modernize fiscal policies, enhance income support measures, and optimize financial governance across Alberta's public and private sectors.

Status: Royal Assent Received. Comes into force on various dates.

Bill text: [Financial Statutes Amendment Act, 2024 \(No. 2\) \(\\$\)](#)

GOA overview: [Updating Financial Laws](#)

- **Bill 33: Protection of Privacy Act:** Along with Bill 34, this legislation will replace the existing *Freedom of Information and Protection of Privacy Act*. Bill 33 establishes stricter controls over personal information handling by Alberta's public bodies, emphasizing the protection, use, and disclosure of both personal and non-personal data. Key provisions include prohibiting the sale of personal information, mandating accuracy and security protocols, introducing privacy management programs, and requiring privacy impact assessments for new projects. It allows individuals to request corrections to their personal information and mandates public bodies to notify affected individuals and authorities of data breaches that may cause harm. Additionally, the Act grants enhanced powers to the Information and Privacy Commissioner for oversight, compliance, and investigations into privacy practices.

Status: Royal Assent Received. Comes into force on proclamation.

Bill text: [Bill 33: Protection of Privacy Act](#)

GOA overview: [Strengthening the Protection of Personal Information](#)

- **Bill 34: Access to Information Act:** Along with Bill 33, this legislation will replace the existing *Freedom of Information and Protection of Privacy Act*. Bill 34 establishes a framework for public access to government-held records in Alberta, enhancing transparency while setting specific protections for sensitive information. Key provisions include granting individuals the right to access records held by public bodies, outlining procedures for making and processing requests, and detailing exceptions where disclosure could harm privacy, public safety, or government operations. The Act also introduces a structured role for the Information and Privacy Commissioner to oversee compliance, review decisions, and handle disputes.

Status: Royal Assent Received. Comes into force on proclamation.

Bill text: [Bill 34: Access to Information Act](#)

GOA overview: [Modernizing Access to Information for Alberta's Digital Age](#)

Government Bills Continued

- **Bill 35: All-season Resorts Act:** establishes a regulatory framework to promote year-round tourism in Alberta by facilitating the designation, development, and oversight of all-season resort areas. The legislation streamlines approval processes while upholding Alberta's environmental and land-use standards. It empowers the Minister with administrative authority, introduces a dedicated regulatory body, and integrates mechanisms for appeals and dispute resolution to ensure efficient governance.
Status: Royal Assent Received. Comes into force on proclamation.
Bill text: [Bill 35: All-season Resorts Act](#)
GOA overview: [Developing All-season Resorts Across Alberta](#)
- **Bill 36: Miscellaneous Statutes Amendment Act, 2024:** Key amendments include adjustments to consumer protection, employment standards, environmental regulation, and licensing frameworks. The Act revises definitions, updates terminology, removes obsolete provisions, and aligns regulatory processes with contemporary requirements.
Status: Royal Assent Received. Comes into force on proclamation.
Bill text: [Bill 36: Miscellaneous Statutes Amendment Act, 2024](#)

Private Members' Public Bills

- **Bill 215: Prohibiting Ownership of Agricultural Lands (Pension Plans and Trust Corporations) Act:** Amend the *Agricultural and Recreational Land Ownership Act* and the *Loan and Trust Corporations Act* to prohibit pension plans and trust corporations from acquiring or holding interests in agricultural land in Alberta. Existing interests held by pension plans or trust corporations before the law's enactment are exempt, but no new acquisitions will be allowed.
Status: Passed first reading.
Bill text: [Bill 215: Prohibiting Ownership of Agricultural Lands \(Pension Plans and Trust Corporations\) Act](#)

Session Transcripts

Monday, December 2, 2024, Afternoon: [Transcript](#)

Monday, December 2, 2024, Evening: [Transcript](#)

Tuesday, December 3, 2024, Afternoon: [Transcript](#)

Tuesday, December 3, 2024, Evening: [Transcript](#)

Wednesday, December 4, 2024, Afternoon: [Transcript](#)

Wednesday, December 4, 2024, Evening: [Transcript](#)

2024 Outstanding Resolutions



 **Alberta
Municipalities**
Strength
In Members

October 30, 2024

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2024 Outstanding Resolutions

Background

On September 26, 2024, Alberta Municipalities (ABmunis) hosted its annual resolutions session at ABmunis' 2024 Convention. Twenty-seven resolutions were submitted for consideration. Due to the high number of resolutions and the lengthy debate on some resolutions, the Resolutions session ended before members could debate and vote on all resolutions, leaving six outstanding. Per section 45 of ABmunis' [Resolution Policy](#), resolutions which are not debated at a Resolutions session are to be considered by ABmunis' Board of Directors following Convention.

How to Provide Input on the 2024 Outstanding Resolutions

Recognizing the unique circumstances, ABmunis Board is interested in receiving input from members before the Board determines whether any of the outstanding resolutions should form part of ABmunis' advocacy. The following outlines how Regular Member elected officials can provide their views on each of the outstanding resolutions.

Provide Input in Writing

Elected officials of Regular Member municipalities may submit input in writing to resolutions@abmunis.ca by **November 18, 2024**. Written submissions must indicate the person's name, position, and municipality and clearly label which resolution the member is addressing by referencing the resolution number. Written input does not require the endorsement of council, similar to how members can speak and vote on resolutions at Convention.

Provide Input via Webinar

Elected officials of Regular Member municipalities may attend a webinar where you will have the opportunity to speak to the Board and give input through poll questions. Administrators may attend only as observers.

Webinar Date & Time

- Date: November 28, 2024
- Time: 12:00 – 1:30 p.m. — [Register for the webinar](#).

Webinar Process

The webinar will be held using Zoom and involve the following process:

1. The mover of a resolution will have 2 minutes to make opening remarks.
2. Members who wish to speak to a resolution must click the "Raise Hand" button. The Moderator will call on each speaker in order.
 - o Speakers will have up to 1 minute to make a comment or raise a question. After 1 minute, the speaker's microphone will be muted.
3. The moderator will end discussion on a resolution after 10 minutes.
4. At the end of discussion, ABmunis will launch a Zoom Poll where members can indicate their opinion on whether the Board should advocate on the issue.

NOTE: The result of the Zoom Poll does not represent a binding vote because the webinar does not meet the formal requirements of a resolution session and quorum of members. The Zoom Poll is solely intended to provide guidance to ABmunis' Board who has final discretion per ABmunis policies.

Amendments

If you wish to put forth an amendment, you must submit the proposed amendment in writing by **November 18, 2024** to resolutions@abmunis.ca. ABmunis Board will consider any proposed amendments when it votes on the outstanding resolutions.

2024 OUTSTANDING RESOLUTIONS

The outstanding resolutions all relate to
Category C – Other Issues of Potential Interest to Municipalities

2024 Outstanding Resolutions

C3: Fires on Frozen Lakes

Moved by: Town of Sylvan Lake
Seconded by: Summer Village of Jarvis Bay
Category: C – Other issues of potential interest to Alberta municipalities
Subject: Environment
Status: Outstanding – To be determined

WHEREAS fires directly lit on the surface of frozen lakes results in significant environmental damage due to the debris left behind, including materials such as garbage, tires, and pallets containing nails;

WHEREAS the debris from fires directly lit on the surface of frozen lakes poses a threat to the ecosystem of Alberta lakes and surrounding areas, particularly upon melting, when it enters the lake and contributes to environmental pollution;

WHEREAS the current regulatory framework lacks specific provisions to regulate fires directly lit on frozen lakes, necessitating the development of a new regulation to address this emerging environmental challenge;

WHEREAS there is an urgent need for a regulation to address this issue and prevent further harm to the environment; and

WHEREAS collaborative efforts between municipalities, the provincial government, and other stakeholders have proven effective in addressing environmental concerns in the past.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to develop, implement, and enforce, a regulation that mandates fires be contained within raised containers to mitigate the risk of debris contamination and to prevent environmental damage caused by fires directly lit on the surface of frozen lakes.

BACKGROUND:

The practice of burning fires directly on the surface of frozen lakes, as observed in Sylvan Lake and surrounding areas, has raised concerns due to the environmental damage caused by the debris left behind. The debris often contains harmful materials such as nails, garbage, and tires, posing a significant risk to the ecosystem upon melting. While efforts have been made to address this issue through existing channels, such as 310-PARKS, the current system has proven ineffective in resolving the problem.

To mitigate the environmental impact of fires on frozen lakes, it is imperative to develop a regulation mandating fires be contained and removed when the user concludes their time on the lake. This regulation would not only prevent debris contamination, but also facilitate effective enforcement measures to ensure compliance.

By working collaboratively with relevant stakeholders, including municipalities, the Government of Alberta can address this pressing environmental concern and safeguard the integrity of Alberta's natural resources.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Environment and Sustainability Committee within the context of other priorities and positions.

C4: Increase Capital Funding for Accessible Playgrounds for All New, Replacement or Renovated Alberta Public Schools with K-6 Programming

Moved by: City of Spruce Grove
 Seconded by: Village of Amisk
 Category: C – Other issues of potential interest to Alberta municipalities
 Subject: Social
 Status: Outstanding – To be determined

WHEREAS the Government of Alberta announced in June 2020 that any new school with K-6 programming will have funding for a playground included in their capital budgets;

WHEREAS the Government of Alberta provides grant funding of up to \$250,000 per school to support the construction of a playground for new or replacement schools; school communities that wish to exceed \$250,000 can use fundraising to supplement the project;

WHEREAS significant fundraising is often required above the Government of Alberta grant funding with schools¹ reaching out to municipalities for additional funding due to insufficient provincial funding for accessible playgrounds;

WHEREAS accessible playgrounds are built to accommodate children of all abilities enabling youth with or without disabilities, their parents, and caregivers to fully participate in all aspects of the playground;

WHEREAS accessible playgrounds require additional funding, above what non-accessible playgrounds cost;

WHEREAS many municipal governments are working towards increasing accessibility in their communities through various measures such as accessibility policies and accessible playground standards for developers;

WHEREAS there is no mechanism that mandates accessible school playgrounds; and

WHEREAS school play time and playgrounds are vital to childhood development, which includes the development of gross motor skills, social interactions, and creativity.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to increase capital funding for all new, replacement, or renovated public schools with K-6 programming to enable the construction of accessible playgrounds to ensure that students with disabilities have equal development opportunities.

BACKGROUND:

In 2021/2022, there were 745,770 K-12 students in Alberta with approximately 14% having a coded status that can be related to an identified disability.

Municipalities across the province recognize the importance of creating welcoming, inclusive, and accessible communities. Several municipalities in Alberta have accessibility policies in place or under development; however, school playgrounds are provincially mandated, and therefore excluded from any municipal accessibility policies.

This resolution aligns with Alberta Municipalities' Welcoming and Inclusive Communities (WIC) Initiative, which aims to help municipalities adapt to and celebrate the increasing diversity of Alberta's population. The WIC Initiative works

¹ In the context of this resolution 'schools' refer to school jurisdictions eligible for Government of Alberta capital funding which include a public, separate or Francophone grouping of schools governed by an elected school board.

2024 Outstanding Resolutions

to create communities where all residents and visitors enjoy a sense of belonging and where diversity adds to the social and economic vibrancy of the community, improving the quality of life for all residents, including people with disabilities.

Currently, school boards are eligible for Government of Alberta grant funding for playgrounds either through Alberta Education or Alberta Arts, Culture and Status of Women; however, school authorities and their fundraising societies are not eligible to receive funding from both sources:

- Alberta Education provides up to \$250,000 for playgrounds, through capital grant funding for new and replacement schools. Schools can use their fundraising societies to supplement playground construction builds that exceed \$250,000.
- Alberta Arts, Culture and Status of Women provides grant funding through the Community Facility Enhancement Program (CFEP) of up to \$125,000 to support the construction of a school playground. Matching funds are required, and funding can be used for new, replacement or renovated schools.

Alberta public sector entities have a history of advocating for additional capital school funding:

- In 2014, the Town of Penhold put forward the Provincial Support for School Development resolution requesting “that the Government of Alberta, when developing new schools, fulfill the role of a contractor and share the costs associated with the development of the lands for the placement of a school structure”.
- In 2017, Edmonton Public School Board successfully advocated to the Government of Alberta for funding playgrounds to be committed to in the 2020 Budget proportional to the new schools announced. In June 2020, the Government of Alberta announced that any new school with K-6 programming would have funding for a playground included in their capital budgets.

Alberta interest groups have a history of advocating for consistent accessibility standards:

- The Alberta Advocate for Persons with Disabilities is working towards a proactive approach towards reducing barriers and improving opportunities for those with disabilities.
- The Alberta Ability Network (AAN) is a collaboration of 170 organizations and community advocates located in Alberta, working together to address systemic barriers facing persons with disabilities, and has advocated to the province for mechanisms for enforcement of accessibility standards in the province.

ALBERTA MUNICIPALITIES' COMMENTS:

This issue relates to ABmunis' Welcoming and Inclusive Communities initiative to support all residents to have equitable access to services and facilities, but ABmunis does not currently have a position on whether the province should create a funding system that enables the construction of accessible playgrounds at all K-6 schools. If the resolution is passed, it will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis' Board by the Infrastructure Committee within the context of other priorities and positions.

2024 Outstanding Resolutions

C5: Doubling Speed Fines In Playground Zones and School Zones

Moved by:	City of Calgary
Seconded by:	Village of Duchess
Category:	C – Other issues of potential interest to Alberta municipalities
Subject:	Social
Status:	Outstanding – To be determined

WHEREAS ensuring the safety of children, particularly in playground zones near schools, is paramount due to their heightened vulnerability to traffic-related risks;

WHEREAS various public entities, including school boards and parent councils have voiced concerns regarding speeding and pedestrian safety, underscoring the urgency for additional protective measures;

WHEREAS other jurisdictions, such as Nova Scotia, British Columbia, Quebec, and Ontario, have successfully implemented measures to double speeding fines in school zones;

WHEREAS Alberta has already doubled fines for other vulnerable road users such as when workers are present in construction zones or when passing first responders; and

WHEREAS the provincial government holds responsibility for the Traffic Safety Act and associated regulations/specified penalties, including the establishment of school and playground zones with reduced speed limits to safeguard children's well-being.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to make changes to the Alberta Traffic Safety Act to improve safety within designated school zones and playground zones through measures such as double fines for speeding offenses or adjusting demerits to encourage improved compliance.

BACKGROUND:

This issue affects all Alberta municipalities with school zones and/or playground zones. According to a study cited by the Global Road Safety Partnership¹ increasing speeding fines by 50-100 per cent can result in a 15 per cent decrease in violations.

Given the alignment with existing provincial legislation intended to protect vulnerable road users, and the potential to help reduce safety incidents in school zones and playground zones, this resolution should be given a high priority.

While prioritizing the safety of road users in school zones and playground zones does not specifically align with strategic initiatives listed in Alberta Municipalities' 2024 Business Plan, it does align with the general strategy of prioritizing and building common solutions that strengthen municipalities.

Advocacy to increase fines for speeding in school and playground zones was addressed by Alberta Municipalities through a 2011 resolution sponsored by the City of Grande Prairie. Alberta Transportation responded that they were not pursuing an increase in fine amounts at that time. There does not appear to be any other associations or groups acting on this issue currently.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of other priorities and positions.

¹ Sakashita, C. Fleiter, J.J. Cliff, D., Flieger, M., Harman, B. & Lilley, M (2021). A Guide to the Use of Penalties to Improve Road Safety. Global Road Safety Partnership, Geneva, Switzerland.

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C6: Coverage of Mandatory Drivers' Medical Exam Fees for Albertans Aged 75 and Older

Moved by:	City of Cold Lake
Seconded by:	Town of Bonnyville
Category:	C – Other issues of potential interest to Alberta municipalities
Subject:	Social
Status:	Outstanding – To be determined

WHEREAS mandatory driver medical exams for Albertans aged 75 years and older were covered by the Alberta Health Care Insurance Plan until 2020;

WHEREAS many Albertans aged 75 years and older live on a fixed income and are disproportionately impacted by new and increasing personal expenses;

WHEREAS the ability to maintain a driver's license impacts an individual's independence, his or her ability to efficiently attend medical appointments, and care for themselves as well as their families;

WHEREAS seniors who are not able to drive increasingly rely on municipal services, including accessible transportation, door-to-door bus services, and medical travel subsidies; and

WHEREAS it is in Alberta's best interest to encourage and support independent, active, and healthy seniors who are able to age in their communities with dignity and a high quality of life.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to reinstate Alberta Health Care Insurance Plan coverage for mandatory driver medical exams for Albertans aged 75 years and older.

BACKGROUND:

In 2020, the Government of Alberta removed mandatory driver medical exams from the Alberta Health Care Insurance Plan (AHCIP) as a cost-saving measure. Amongst the reasons cited for the change was that Alberta was the only province to cover such costs.

Alberta's 2024-25 budget contains measures intended to assist seniors with rising costs, including a 25% reduction in personal registry services and a 25% coverage of the cost of mandatory medical exams. These programs are acknowledged and commended by the movers of this resolution as a meaningful step that will reduce the cost of living and help to maintain the independence of Alberta's seniors.

Given the recent and unprecedented rise in the cost of living, and the disproportionate affect that cost of living increases have on people as they age and are more likely to rely on a fixed income, however, it is requested that the Government of Alberta consider resuming its position as a leader in providing access to mandatory drivers' medical exams for its residents aged 75 years and older.

Mandatory drivers' medical exams are required at the age of 75, 80, and every two years thereafter. The requirements for such mandatory drivers' exams are, of course, reasonable given that changes in people's health can impact their ability to drive safely and are more likely to occur as people age.

The costs, however, are not consistent across the province and can range up to \$150, a 75% increase over the rate that was covered under the AHCIP, which was \$85.58. The movers of this resolution feel that it is in our province's best interest to ensure that each Albertan can live as independently as possible where they are able and willing to do so. Significant fees for mandatory drivers' medical exams can represent a barrier to maintaining a driver's license for healthy Albertan's aged 75 and older who would otherwise be medically cleared to drive.

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The Government of Alberta has noted that the population of seniors in Alberta continues to rise faster than any other age group. According to the Government of Alberta's website, in September 2022, there were 725,000 Albertans over the age of 65 years. That number is expected to double by 2042. Ensuring that Albertans aged 75 and up can afford to maintain their driver's license will also ensure that a greater number of Albertans are able to remain active participants in the communities in which they plan to age. Maintaining independence will mitigate social isolation and exclusion, which the Government of Alberta notes "... can be a significant issue for many seniors and can lead to negative health effects including depression and a reduced sense of well-being." (<https://www.alberta.ca/seniors-resources>)

The benefits of independence and independent mobility that come with maintaining a driver's license are magnified in the context of rural and remote communities. Many seniors living in a rural or remote context must travel to Alberta's larger centres for health care appointments. If these trips cannot be made independently, the burden often falls on public services or more expensive private transportation options.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this issue. On June 18, 2024, the Government of Alberta announced that seniors over 65 years of age now receive a 25 per cent discount on driver's medical exams¹; however, this does not meet the intent of the resolution that seniors should receive full coverage under the Alberta Health Care Insurance Plan.

If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of other priorities and positions.

¹ Government of Alberta June 18, 2024 News Release: "Another registry discount for seniors." <https://www.alberta.ca/release.cfm?xID=90536BB2B13FF-ADDE-CF3F-70AF076F9D229090>

C7: Alberta Learner's Licence Program Review

Moved by:	City of Brooks
Seconded by:	Town of Sexsmith
Category:	C – Other issues of potential interest to Alberta municipalities
Subject:	Economic
Status:	Outstanding – To be determined

WHEREAS the ability to drive impacts the livelihood of individuals who do not have access to public transportation to go to and from work and other daily needs, especially in rural Alberta;

WHEREAS the Province of Alberta possesses the most restrictive Learner's Licence Program in Canada;

WHEREAS within the Government of Alberta's Learner's Licence Program, a Class 7 Learner's Licence is the first step to legally driving a vehicle per Alberta's Graduated Driver Licensing (GDL) program;

WHEREAS for the first year, a driver with a Class 7 Learner's License may only operate a vehicle if there is a passenger present who is over 18 years old and has a full Class 5 driver's license or higher;

WHEREAS after one year with a Class 7 Learner's License, a driver can complete a series of tests and upgrade to a Class 5 GDL, which no longer requires a licensed passenger, but still carries various restrictions; and

WHEREAS in Alberta, it takes up to three years to get a full, non-GDL Class 5 Driver's Licence.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Provincial Government to review its Learner's Licence Program for legislative changes which includes shortening the Class 7 Learner's Licence period from twelve months to eight months for those 16 years of age and older who take an approved and accredited driver's training course.

BACKGROUND:

In Alberta, there is no ability to shorten the Class 7 Learner's Licence period by taking driver's training. For those 16 and over, the process requires a minimum of twelve months before a road test can be completed to obtain a Class 5 GDL, which enables the license holder to drive without a licensed passenger present.

If a person is 16 years or older when they apply for a driver's license, Alberta's GDL system requires:

1. At least one year with a Class 7 license, which requires the driver to travel with a passenger in the front seat who has a full Class 5 license.
2. After one year, the driver may complete a road test and receive a Class 5 GDL, which allows them to drive without a licensed passenger, but other restrictions still apply.
3. A driver with a Class 5 GDL may only upgrade to a full Class 5 license after they have driven with a Class 5 GDL for at least two years and have had no license suspensions or demerits in the last year. However, a driver can reduce the time they hold a Class 5 GDL by six months if they complete an accredited Class 5 driver training school.¹

If a person is under 16 years old when they apply for a Class 7 learner's license, they will not be eligible to upgrade to a Class 5 GDL until they turn 16 years old.

In most provinces, individuals with a Class 7 Learner's Licence have the opportunity to shorten the required time period to obtain a full Class 5 Driver's Licence by way of an approved and accredited driver's training course that teaches the fundamentals of driving, both in theory and practicality. Should a new driver be successful in completing

¹ Steps to getting an Alberta driver's licence <https://www.alberta.ca/get-drivers-licence-steps>

2024 Outstanding Resolutions

the approved and accredited driver's training course, the driver is able to cut down their probation time anywhere from 12 months to eight months (and even six months in some provinces).

If the Province of Alberta reduced the Class 7 Learner's Licence period with the approved and accredited driver's training course, it would certainly mean safer roads, as it is witnessed too often that Class 7 drivers are driving with individuals who they themselves barely know how to drive or just sit there as a passenger rather than someone who is to be providing supervision. In addition, a lot of Class 7 drivers continue to hold their Class 7 Learner's Licence for a number of consecutive years which is attributed to failing road tests, as the driver likely had no real training and or good supervision.

Giving Albertans the option to take a driver's training course that not only goes over the theory of driving, but the fundamentals of actually driving is crucial to the individual's development as a driver and fellow road user.

Furthermore, it is a great incentive for people to obtain their Class 5 GDL within a shorter period of time, which is so important in aiding in municipal economies, as new opportunities will arise for business across the province. This will also provide an opportunity for those who want to do better and learn how to be better drivers because of it. Drivers may even qualify for cheaper insurance rates with having a driver's training course on file as well.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of other priorities and positions.

C8: Review of Provincial Animal Protection Act

Moved by:	City of Airdrie
Seconded by:	Town of Didsbury
Category:	C – Other issues of potential interest to Alberta municipalities
Subject:	Governance
Status:	Outstanding – To be determined

WHEREAS Alberta's Animal Protection Act (APA) is a crucial legislative framework designed to safeguard the welfare of animals within the province;

WHEREAS it is imperative to periodically reassess and update existing legislation to ensure it remains effective and aligned with current standards and Alberta's APA has not been substantially changed since 2006;

WHEREAS the current version of the legislation does not differentiate between commercial and companion animals;

WHEREAS societal attitudes and norms have changed, new challenges and risks have emerged and best practices for animal protection may be enacted;

WHEREAS municipalities play a pivotal role in enforcing animal welfare laws within our jurisdictions; and

WHEREAS Alberta's outdated APA lacks clear guidance for when peace officers are empowered to act and what enforcement mechanisms are available such as cases where companion animals are in the care of an animal shelter, rescue, or humane society.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for a comprehensive review and update of Alberta's Animal Protection Act.

BACKGROUND:

The landscape of animal welfare is dynamic, with new challenges and risks constantly emerging. Public attitudes towards animals and their treatment have undergone significant transformation in recent decades, with an increasing emphasis on compassion, empathy, and ethical stewardship.

Under the current Animal Protection Act (APA) there is no differentiation between commercial and companion animals. This distinction is necessary to provide appropriate guidelines for care and welfare enforcement. Commercial animals can include horses, cattle, sheep, swine and live poultry but usually, they are animals raised for meat production or other products from the animals. A companion animal could be anything that is not a commercial animal, but most commonly include dogs and cats.¹ While a review of the APA may include changes that impact commercial animals, this resolution allows for better protection of companion animals.

In 2006, a major revision to the APA was enacted, only the second update since its inception in 1967. A comprehensive review of the APA is now needed to identify and rectify deficiencies in the legislation, ensuring that it provides clear guidance and consistent enforcement mechanisms across municipalities in dealing with companion animals.

Modernizing legislation and regulation around kennels and rescues is critical to ensuring the welfare and safety of animals in these facilities. With the growing prevalence of companion animals and the increasing demand for adoption and boarding services, outdated regulations fail to address emerging challenges and protect vulnerable animals. Clear and comprehensive regulations can establish standards for housing, care, and hygiene, ensuring that companion animals are provided with adequate nutrition, medical attention, and living conditions. Additionally,

¹ Province of Manitoba, Animal Care Act. https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84

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updated regulations can mandate regular inspections, licensing requirements, and transparency measures, enabling authorities to monitor compliance and intervene promptly in cases of neglect or abuse.

In addition, over the past decade Alberta has witnessed a significant shift in online animal sales. The increase of online marketplaces, social media platforms and unregulated transactions has transformed the way companion animals are bought, sold, and traded, presenting both opportunities and risks for animal welfare and regulation. While reputable breeders and licensed sellers may utilize online channels to connect with potential buyers, there has also been a surge in informal or backyard breeding operations advertising animals for sale online. These sellers may operate without proper licensing, veterinary oversight, or adherence to animal welfare standards, raising concerns about the welfare and health of the animals involved.

Additionally, the anonymity and convenience of online platforms have created challenges for enforcement agencies tasked with monitoring and regulating animal sales. Unlike traditional brick-and-mortar pet stores or breeding facilities, online sellers can easily avoid scrutiny and oversight, making it difficult to ensure compliance with existing regulations. This lack of transparency and accountability poses risks not only to animal welfare but also to consumer protection, as buyers may unknowingly purchase animals from disreputable sources.

Municipalities play a pivotal role in enforcing animal welfare laws within our jurisdiction. By revisiting the APA, the province can streamline enforcement procedures, provide additional resources, and enhance collaboration between municipalities and provincial authorities, improving compliance with animal welfare standards.

A local business in Airdrie, which was operating as a dog rescue organization, was recently charged under the APA. With complaints dating back to 2016, Airdrie Municipal Enforcement in partnership with the Alberta SPCA seized a large number of dogs in varying states of distress due to the care conditions at the facility. Under the authority of the APA, peace officers are empowered to act when animals are in distress; however, challenges exist as the Act does not provide direction on animal care standards for shelters, rescues, or Humane Societies. Additionally, there are no requirements for registration or oversight of organizations who provide sheltering and care for animals.

In recent years, several Canadian provinces, including British Columbia and Ontario, have taken significant steps to strengthen their animal protection legislation, reflecting a growing recognition of the importance of safeguarding animal welfare. Manitoba's legislation¹ stands out as an example with clear definitions, separation between commercial and companion animals and kennel regulations. The Alberta SPCA and other provincial animal welfare associations agree that the APA is lacking the necessary tools to truly protect animal welfare and could be engaged as stakeholders in the review process.

A comprehensive review of Alberta's APA is essential to ensure that it remains robust, relevant, and responsive to the evolving needs of companion animals and society. From incorporating scientific advancements to addressing enforcement challenges and fostering stakeholder engagement, such a review holds the potential to enhance animal welfare outcomes across the province.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

¹ Province of Manitoba, Animal Care Act. https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84

**GENERAL
INFORMATION ABOUT
RESOLUTIONS**

What is a resolution?

Alberta Municipalities (ABmunis) conducts an annual resolutions process that enables member municipalities to bring forward common issues and solutions and seek member approval to give direction to ABmunis' Board of Directors to advocate to the federal and provincial governments on members' behalf.

This process includes a resolutions session at ABmunis' annual Convention where Regular Members vote on resolutions that have been submitted by members. When a resolution is adopted by members, ABmunis takes action to develop and implement an advocacy strategy for each resolution.

As set out in ABmunis' [Resolutions Policy](#), for a resolution to be presented at ABmunis' Convention, the resolution must:

- address a topic of concern affecting municipalities on a regional or provincial level,
- be approved by the council of the sponsoring municipality, and
- be seconded by an additional municipal council of different sized population.

A resolution must not direct one or more municipalities to adopt a particular course of action or policy but must be worded as a request for consideration of an issue, including a call for action by ABmunis.

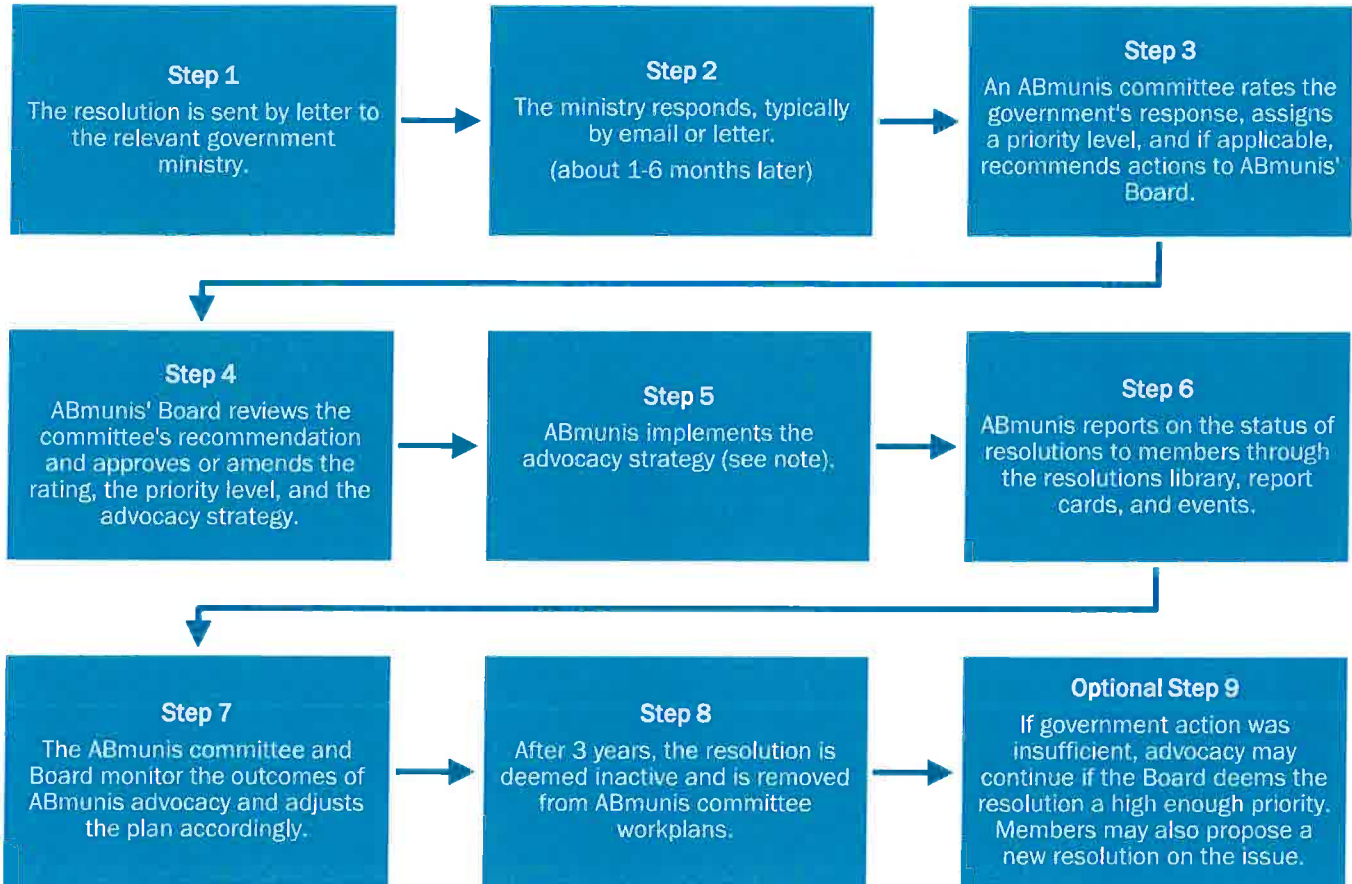
How do I find the status of a resolution?

The status of all resolutions are posted in ABmunis' searchable [Resolutions Library](#) and the status of adopted resolutions can also be viewed in ABmunis' annual [resolution report cards](#).

Adopted 2024 Resolutions

To view the 2024 resolutions that were adopted by members at ABmunis 2024 Convention on September 26, 2024, please refer to the [2024 Resolutions Results](#).

What happens after members adopt a resolution?



Note: ABmunis' advocacy strategy will differ depending on the priority of the issue. If the Board deems a resolution to be a low priority, ABmunis will monitor the issue but may not take other action after sending the initial letter to the government. Whereas a resolution that is considered a high priority may lead to an advocacy strategy such as sending additional letters, seeking a meeting with a minister, premier, or senior staff, conduct research, strike an ad hoc working group, collaborate with other stakeholder organizations, engage media, conduct a public social media campaign, encourage members to take specific action, or other initiatives.

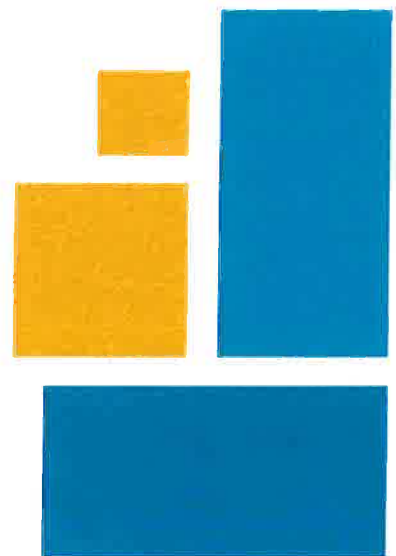


Alberta Municipalities Strength In Members

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MOUNTAIN VIEW REGIONAL WATER SERVICES COMMISSION ¹⁰⁴

November 27, 2024

The November 13th meeting was cancelled due to “lack of agenda items”.

Organizational meeting

CAO called the meeting to order.

Declaration of board representatives.

Election of Chairman. Mike Knight was elected Chairman.

Election of Vice-Chairman. Robb Stuart was elected Vice-Chairman.

Confirmation of signing authorities.

Meetings will be at 9:00 a.m. on the second Wednesday of the month.

Regular Meeting

- Chairman’s, Operations Director, Technical Manager, Administration and Finance reports were presented, discussed and accepted for information.
- Update on member municipalities cooperative projects.
- Gathering information for 2025 Capital projects.
- Staff evaluations will be done in December.
- Winter operations planning and starting audit process.
- Working with the town of Carstairs and Didsbury on grant funding.

Motion to submit two grant applications. One for plant upgrades for \$3,758,000 and one for Didsbury and Carstairs for \$3,750,869.

Engineer proposals for the grant applications were provided for the board.

Next meeting is December 11th at 9:00 a.m. at treatment plant.

**Mountain View Regional Water Services Commission
Comparative Income Statement
As at October 31, 2024**

	Actual October 1 to October 31, 2024	Year to Date	% YTD to YTD Budget	YTD Budget	Budget Jan 1, 2024 to Dec. 31, 2024
REVENUE					
Water Sales - Town of Innisfail	\$ 168,188.15	\$ 1,616,016.32	1.06	1,527,707.40	\$ 1,840,611.32
Water Sales - Bowden Institution	16,819.88	183,058.74	1.05	174,485.16	210,223.09
Water Sales - Town of Bowden	19,222.85	160,728.39	0.83	193,713.47	233,389.72
Water Sales - Town of Olds	167,085.25	1,878,743.12	0.92	2,052,854.35	2,473,318.49
Water Sales - Town of Didsbury	89,464.05	878,479.14	0.98	897,142.58	1,080,894.67
Water Sales - Town of Carstairs	71,965.25	737,965.36	1.10	669,461.19	806,579.75
Water Sales - Town of Crossfield	81,307.10	822,725.23	1.02	802,991.10	967,459.16

South Red Deer Regional Wastewater System
2024 Wastewater Volume and Sales Summary
November 30th, 2024

Members	October		November		Total to Date		2024 Budget		YTD to Budget
	m3	\$	m3	\$	m3	\$	m3	\$	
Rate per m3		\$2.66		\$2.66					
Olds									
Mountain View County (incl SRS)	85,351	\$227,032.52	78,006	\$207,496.44	1,163,392	\$3,094,622.75	1,311,838	\$3,489,489.08	92%
Commission Own Use	435	\$1,156.65	14	\$38.44	4,019	\$10,691.13	4,681	\$12,451.46	88.7%
Bowden									
Instal	8,245	\$21,930.74	7,594	\$20,200.15	109,046	\$290,063.13	165,343	\$439,812.38	66.0%
Municipal Utility Adjustment(Sewer)	79,251	\$210,807.53	60,636	\$161,290.80	760,294	\$2,022,383.32	867,691	\$2,308,058.06	87.6%
Total Instal		\$0.00		\$0.00	283	-\$752.78		\$0.00	
Penhold									
Municipal Utility Adjustment(Sewer)	79,251	\$210,807.53	60,636	\$161,290.80	760,011	\$2,021,630.54	867,691	\$2,308,058.06	87.6%
Total Penhold	26,611	\$70,785.26	20,515	\$54,569.90	297,847	\$792,273.02	299,686	\$797,154.76	99.4%
Red Deer County									
Springlebrook	26,611	\$70,785.26	20,515	\$54,569.90	295,387	\$785,729.42	299,686	\$797,154.76	98.6%
Springlebrook									
Gasoline Alley	10,983	\$29,214.78	9,653	\$25,676.96	131,187	\$348,957.42	150,001	\$399,002.66	87.5%
Total Red Deer County	40,453	\$107,604.98	33,920	\$90,227.20	432,854	\$1,151,391.64	459,152	\$1,221,344.32	94.3%
Total Members	51,436	\$136,819.76	43,573	\$115,904.18	564,041	\$1,500,349.06	609,153	\$1,620,346.98	92.6%
Total Members	251,328	\$668,532.45	210,338	\$559,499.90	2,895,897	\$7,703,086.02	3,258,392	\$8,667,322.72	88.9%
Customers									
Septage Receiving Stations Volume									
Olds	946								
Bowden	189				9,787				
Instal	487				12,198				
Total SRS Volume (incl MV County)	244				2,583				
SRS Customer Revenue	1,678				339				
SRS Customer Volume	1,243				20,548				
SRS Customer Rate		\$7.20		\$7.20		\$			
SRS Customer Sales Revenue		\$8,949.67		\$2,337.77		\$147,945.60		\$196,049	75%
Total Sales Volume and Revenue	252,571.00	\$677,482.13	210,663.00	\$561,837.67	2,916,445.00	\$7,851,031.62	3,285,621	\$8,863,372	89%

Approved: Michael Wuetherick, CAO
December 3rd, 2024



11.b / 11.c (continued)

Recommended Motion:

Motion by Councillor _____ that Council accepts the submitted Council Committee and Society & Other reports as information.

Recommended Motion:

Motion by Councillor _____ that Council accepts the submitted CAO Report as information.