

VILLAGE OF CAROLINE
REGULAR COUNCIL MEETING AGENDA
Thursday, September 16th, 2021, 7:30 pm
Village of Caroline Council Chambers, 5004-50 Ave.
VIRTUAL MEETING

1. CALL TO ORDER
2. ADOPTION OF AGENDA:
3. ADOPTION OF MINUTES:
3.1 Council Meeting Minutes August 19th, 2021
pages 1-4
4. DELEGATION(S):
4.1 None
5. STAFF REPORTS
5.1 CAO Report (verbal)
pages 5-6
6. COMMITTEE & BOARD REPORTS:
6.1 Mayor Report
6.2 Councillor Reports
7. BUSINESS:
7.1 Senior's Housing Project Proposal
7.2 Financial Update
7.3 Council Meeting change date
pages 7-13
pages 14-20
8. DISCUSSION, CORRESPONDENCE, INFORMATION ITEMS:
8.1 Royal Canadian Mounted Police Retroactive Pay
8.2 Nova Gas
8.3 Village of Caroline Support for the RCMP Letter
8.4 Parkland Nursery
page 21
pages 22-25
page 26
page 27
9. CLOSED SESSION
9.1 Legal Discussion (FOIP 24(1) (a))

*For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197(2) and b) the Freedom of Information and Protection of Privacy Act, Section 27(1)(a) (legal)

10. ADJOURNMENT

VILLAGE OF CAROLINE COUNCIL

Minutes of Regular Council Meeting of Village Council, Province of Alberta, held in Chamber on August 19th, 2021 at 7:30pm with information posted on Village Facebook Page for public live stream for attendees through Zoom.

Meeting Location: 5004-50 Ave.

In Person Attendance: Councilors: John Rimmer, Corby Parsons, Mary Bugbee, Mary Ann Wold, Donny Nichols

Staff: CAO Craig Curtis, Municipal Clerk Sandy Buckberry

1. Call to Order

Mayor Rimmer called the meeting to order at 7:39pm

2. Adoption of Agenda

Motion 155.08.19

Moved by Councilor Wold to adopt agenda.

CARRIED

3. Adoption of Minutes

Motion 156.08.19

Moved by Councilor Bugbee to adopt July 8th, 2021 Council minutes as presented.

CARRIED

4. Delegation(s):

4.1 None

5. Staff Reports

5.1. CAO Report (verbal)

Motion 157.08.19

Moved by Councilor Nichols that the draft Village response to the Municipal Accountability Program (MAP) be approved for submission to Alberta Municipal Affairs.

CARRIED

Motion 158.08.19

Moved by Councilor Nichols that the CAO report dated August 19th, be received for information

CARRIED

6. Committee & Board Reports

6.1 Mayor Report

- Discussion on Cowboy Trail Store and future plans
- Congratulations to Councilor Parsons for his work in arranging the successful "Show and Shine"
- Meetings with Sharleen Thornbury and Chamber representatives on the upcoming Parade on September 4th.

VILLAGE OF CAROLINE COUNCIL

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6.2 Council Reports Councilor Bugbee

- Attended the ICC meeting to discuss a senior's housing proposal
- Reported on the Neighbourhood Place

Councilor Wold

- Reported on Community Chamber Meeting and the proposed Artisan's Market.
- Reported on activities of Neighbourhood Place as outlined in the correspondence package

Councilor Nichols

- Reported on attending two Chamber meetings
- The Xmas Light up is now planned for December 1st.
- The ice is being put back into the Kurt Browning Arena after the dirt has been removed.
- There are expectations that the Agricultural Society will play a role in improving and upgrading the skatepark.

Councilor Parsons

- Reported on the "Show and Shine" and the recognition it was receiving. This year the participation included 65 vehicles.

Motion 159.08.19

Moved by Councilor Bugbee to accept Mayor and Council reports as presented.

CARRIED

7. Business

7.1. Appointment of Substitute Returning Officer

Motion 160.08.19

Moved by Councilor Nichols that the Council of the Village of Caroline appoint Christina Oxley as "Substitute Returning Officer" for the 2021 Municipal Election.

CARRIED

7.2. 2021 Property Tax Sale: Public Auction

Motion 161.08.19

Moved by Councilor Wold that the Council of the Village of Caroline approve the Terms and Conditions for the 2021/22 public Auction.

CARRIED

7.3. Appointment of External Auditor for 2021

Motion 162.08.19

Moved by councilor Nichols that the Council of the Village of Caroline appoint accounting firm BDO as the Village's External Auditor for the fiscal year 2021 and that the audit fee be set at \$22,000 (exclusive of applicable taxes)

VILLAGE OF CAROLINE COUNCIL

Minutes of Regular Council Meeting of Village Council, Province of Alberta, held in Chamber on August 19th, 2021 at 7:30pm with information posted on Village Facebook Page for public live stream for attendees through Zoom.

7.4 Wastewater Treatment Plant: Receiving Water Quality and Environmental Risk assessment.

Motion 163.08.19

Moved by Mayor Rimmer that the Council of the Village of Caroline approve \$5,000 in additional funding to WSP Engineering to continue negotiations with Alberta Environment and Parks and that this funding be requested through the MSI Program.

CARRIED

7.5 Council Meeting Dates after Election

Motion 164.08.19

Moved by Councilor Nichols to Table until new council has been selected.

CARRIED

7.6 Municipal Planning Commission

Motion 165.08.19

Moved by Councilor Wold that Councilor Bugbee will be an alternate.

CARRIED

8. Discussion, Correspondence, and Information Items

Motion 166.08.19

Moved by Councilor Wold that Items 8.1 to 8.8 on the agenda be received for information.

CARRIED

8.2 Date for Stone Soup for Housing

Motion 167.08.19

Moved by Councilor Nichols that they recommend that 2 councilors would attend

CARRIED

9. Closed Session

Motion 168.08.19

Moved by Councilor Bugbee that Council moves into closed session.

CARRIED

Motion 169.08.19

Moved by Councilor Bugbee that Council moves out of Closed session

CARRIED

VILLAGE OF CAROLINE COUNCIL

Minutes of Regular Council Meeting of Village Council, Province of Alberta, held in Chamber on August 19th, 2021 at 7:30pm with information posted on Village Facebook Page for public live stream for attendees through Zoom.

Motion 170.08.19

Moved by Mayor Rimmer that Council supports the recommendations in the Closed session report

From mayor Rimmer dated August 19th, 2021

10. Adjournment

Motion 171.08.19

Moved by Mayor Rimmer that the meeting be adjourned

CARRIED

MAYOR

CAO

Public Works Monthly Report

Jacob Tricker

Month: September 2021

Roads and Streets: We had the town of Rocky mountain House come to the village and sweep main street for the parade on the 4th, there was a lot of material to pickup and he was here for a few hours doing so. Potholes in the Alleys and on the streets are a constant battle that we are trying to stay on top of, though many streets are crumbling we will continue to do the best we can as new issues arise. We had a complaint about 5140 48th ave, with rocks in the road way, public works pushed back the debris and leveled off the ground as best as possible, the resident made the comment that they would lay ¼ inch crush over the rock that is there now.

Utilities: We have had a lot of locates in town from Alberta 1 call, this is keeping us on our toes and helping new and old residents informed about where their water shut off valves are. With the Rain we have been getting lately we have stayed on top of clearing away Debris from our storm drains, though we have noticed the alley behind the old Scouts hall, Floods faster than it can drain, this puts a lot of Strain on the foundation pump behind the scouts hall to keep everything moving away from the building.

Garbage Collection: Garbage pick up around town is still an ongoing issue, though with the parade the extra receptacles along main street were hugely successful this year in catching the majority of waste that was left behind. Public works has encountered a higher number of bee's in and around the waste bins around town, even with the cleaning that is normally done to the Bins we still found the wasps and other insects attracted to the Garbage bins. A few nests were found and disposed of.

Seasonal Maintenance: Grass cutting season is slowing down and we may have just given the last of the trims of the year. With the temperature drop and low low's, we may have to pull our hanging baskets from the poles soon.

Miscellaneous Requirements (over \$500.00): Staying ahead of the seasonal changes, we have been looking into Christmas Tree lights that will last longer than 1 winter. We found a local company in Edmonton that specifically has lights for winter and are long lasting. We will be ordering these lights and hopefully have them strung up before the end of October so we don't have to worry about winter issues in Nov and Dec.

Other: We are grateful to this Counsel and everything that they have done for this village. We wish you the best of luck moving forward, in everything that you do.

To: Village Council
From: Craig Curtis, CAO
Re: Village of Caroline Seniors' Housing Project Proposal
Date: September 14th, 2021

The Village of Caroline and Clearwater County held its Inaugural Intermunicipal Collaboration Committee on August 19th. This Committee was established in April 2019 as part of the Caroline-Clearwater Intermunicipal Collaboration Framework (ICF).

The only new business on the agenda was the Village of Caroline Seniors' Housing Project. The County and the Village previously collaborated on a Needs Assessment for a facility in Caroline. This was completed in June 2021 and showed sufficient demand to warrant the construction of a new facility. It is now proposed to move to the next phase of the project, which would include a more detailed project plan at a cost of \$50,000. The plan would include a conceptual design, workplan and business case model, which could be used to submit to the Province and/or the Federal government for funding.

After discussion and a presentation by Mr. Smalldon of Keys2 Housing Communities, the Committee recommended to both Councils that funding for the project plan be approved, subject to a peer review upon completion.

Recommendation:

That the Council of the Village of Caroline approve proceeding with the Project Plan for the Caroline Seniors' Housing project to be undertaken by Keys2 Housing Communities, which would include a conceptual design, workplan and business case model and that the plan reviewed by a third party upon completion.

And further that the \$50,000 cost of the Plan be funded 80% (\$40,000) by Clearwater County and 20% (10,000) by the Village of Caroline.



**Intermunicipal Collaboration Committee
Village of Caroline
Clearwater County
Inaugural Meeting Minutes**

**Clearwater County Council Chambers
4340 – 47 Avenue, Rocky Mountain House
Thursday, August 19, 2021
11:00 am**

The Intermunicipal Collaboration Committee (ICC) meeting of the Councils of the Village of Caroline and Clearwater County and was called to order at 11:00 am.

In Attendance:

Village of Caroline –

John Rimmer, Mayor
Mary Bugbee, Councillor
Craig Curtis, Chief Administrative Officer

Clearwater County –

Cammie Laird, Reeve
John Vandermeer, Councillor
Christopher Read, Chief Administrative Officer
Matt Martinson, Director of Agriculture and Community Services
Rhonda Serhan, Manager of Finance
Tracy Haight, Recording Secretary
Allanah McLean, Recording Secretary

Keys2Housing Communities –

Sam Smallidon, Director

1. Call to Order

The meeting was called to order at 11:00 am.

2. Selection of Chair

Moved by J. Rimmer to appoint Cammie Laird, Clearwater County Reeve, and John Rimmer, Village of Caroline Mayor, as alternating Caroline – Clearwater County Intermunicipal Collaboration Committee Chairs, beginning with Reeve Laird at the August 19, 2021 meeting.

CARRIED

3. Adoption of Agenda

Moved by J. Vandermeer to adopt the August 19, 2021, Caroline – Clearwater County Intermunicipal Collaboration Committee Meeting Agenda as circulated.

CARRIED

4. New Business

4.1 Village of Caroline Seniors' Housing Project Proposal

S. Smalldon, Keys2Housing Communities (K2H) Director and Mountain View Seniors' Housing CAO, provided details on next steps for project planning and development of a senior housing complex in the Village of Caroline.

The development was initially proposed to both Village and County Councils in July 2020, by community leaders from the Village of Caroline, Caroline Chamber of Commerce, and Caroline and District Recreation and Agricultural Society (the Group).

With funding from Village of Caroline (\$5000) and Clearwater County (\$20,000), a seniors' housing needs assessment took place and the final report, *Village of Caroline and Clearwater County Seniors' Housing Assessment – June 2021*, indicated sufficient demand to warrant planning for additional seniors' housing options outside the communities of Rocky Mountain House and Sundre.

S. Smalldon noted the following points:

- The proposed development project consists of 40 units: 22 for independent living, 10 for supportive living, and 8 to replace current units in the Village.
- \$50,000 is needed to fund project planning that includes identifying project ownership/sponsorship and developing a conceptual design, workplan and business case model.
- Provincial/Federal grant funding opportunities are greater for 'shovel-ready' projects.
- Low-interest capital project loans are also available. Amounts borrowed by the owner/sponsor to fund the capital project may be paid back from business revenues once it's operational.
- It's recommended to start project planning immediately, before municipal elections take place, so that the project is eligible for anticipated grant funding in the fall and project development may begin early next year.

S. Smalldon responded to questions and noted the following:

- Although not reflected in the *Assessment*, it is speculated that demand will increase as it is anticipated that residents from large urban centres will want to migrate to small rural communities when retiring.
- Given his recent communications with Alberta Health Services and various provincial ministries, funding announcements are expected soon.
- The catchment area identified in the Assessment is projections for the Rocky Mountain House and Sundre area and identifies demand for capacity in these areas.
- Currently, right of project ownership is undetermined and open to include senior housing authorities that are interested in building capacity provided project development is supported.
- Additional housing options allows seniors opportunity to age in place.
- A seniors' housing facility acts as an 'anchor' for a community which is beneficial to residents.
- Project planning would include a community survey to obtain feedback on seniors' housing preferences and location.

The meeting recessed at 11:59 am

S. Smalldon left the meeting.

The meeting reconvened 12:04 pm.

Discussion took place and the following points were noted:

- Affordable seniors' housing is expected to be a federal election issue.
- The proposed project would be a boost to the Village's economy, act as an 'anchor', set a vision for the community's future, and build capacity to allow seniors to age in place.
- The Village is an ideal location for the project as it is near to support services in Rocky Mountain House, Sundre, Innisfail and Red Deer.
- Next steps in project planning could include conducting a workshop and/or touring other similar projects to gain a better understanding of factors to consider, as follows:
 - Provincial legislation and regulations,
 - Role of senior housing authorities on future housing development,
 - Role of municipalities in service delivery including current programs and existing policy framework,
 - Regional partnerships,
 - Current funding support for existing non-profit housing providers and community agencies,
 - Impact to existing facilities that are operating with less than full capacity,
 - Location of development,
 - Supporting infrastructure,
 - Municipal financial resources,
 - Healthcare resources.
- There is potential for increased tax burden as seniors' housing authorities have the legislated power to requisition municipalities for any amount necessary to cover annual deficits and reserve funding.
- The suggested survey should include all County residents.

The meeting recessed at 12:39 pm.

The meeting reconvened at 1:07 pm.

M. Martinson and R. Serhan left the meeting at 1:07 pm.

Discussion took place on how best to move project planning along in a timely manner and by a fair process to take advantage of anticipated provincial/federal grants and the following points were made:

- There are options for retaining planning services that include tendering and/or request for proposal (RFP).
- The cost of K2H planning proposal is less than the required \$75,000 threshold to initiate the tendering/RFP process.
- Tendering and/or RFP requires extra staff time, which is currently limited this time of year, and is a lengthy process that could potentially jeopardize grant applications.
- Proceeding with K2H's proposal is allowable under sole-sourcing guidelines.
- Continuing with K2H services would maintain consistency and timely results.
- The impact of potential amalgamation of the two municipalities and the Village's infrastructure deficit should be considered in project planning.
- Both Village and County administrations are prepared to review infrastructure needs for project operations and that by including public engagement in project planning, residents would gain a better understanding of the proposed project and any potential impacts.
- S. Smalldon's experience with Mountain View Seniors' Housing project developments, as the CAO, will help meet timelines.
- A third-party review is beneficial to determine whether the business case model is a suitable approach and falls within project scope.

J. Vandermeer moved that the Committee recommends Village and County Councils approve \$50,000 to fund a project plan for the Caroline Seniors' Housing Project, prepared by Keys2Housing Communities, that includes a conceptual design, workplan and business case model and that the project plan is reviewed by a third-party upon completion.

CARRIED

The meeting recessed at 1:35 pm.

The meeting reconvened at 1:37 pm.

Discussion took place on the ratio for jointly funding project planning costs.

J. Rimmer moves that the Committee recommends that Clearwater County pays 80% (\$40,000) and that Village of Caroline pays 20% (\$10,000) of project plan costs.

CARRIED

Adjournment

Being that the agenda matters have been concluded, the Intermunicipal Collaboration Committee Meeting adjourned at 1:43 pm.

These minutes approved this >>> day of >>>>>>, 2021.

Chair

Recording Clerk

VILLAGE OF CAROLINE
DEPARTMENT BUDGETS

GL5410
Date: Sep 14, 2021

Page: 1
Time: 8:53 pm



For Period Ending 30-Sep-2021

| | BUDGET | LAST YEAR | CURRENT | BUDGET |
|--|---------------------|---------------------|---------------------|---------------------|
| | | YTD | | REMAINING |
| Revenues | | | | |
| Tax Revenue | | | | |
| Taxes Real Property | 0.00 | 0.00 | 6,879.20 | (6,879.20) |
| Taxes Residential | (366,617.00) | (369,790.94) | (363,710.98) | (2,906.02) |
| Taxes Non-Residential | (111,337.00) | (113,583.62) | (128,854.54) | 17,517.54 |
| Taxes Farmland | (269.00) | (298.75) | (300.00) | 1.00 |
| Taxes M&E | (590.00) | (590.23) | 0.00 | (590.00) |
| Taxes Linear Lines/Transmissions - Power | (16,015.00) | (16,015.46) | (17,374.83) | 1,359.83 |
| Grants-In-Lieu Taxes | (2,726.00) | (2,726.14) | (6,974.19) | 4,248.19 |
| Senior Requisition | 0.00 | (3,222.59) | (3,797.23) | 3,797.23 |
| Designated Industrial Properties | (81.00) | (80.64) | (802.59) | 721.59 |
| Penalties on Taxes | (13,000.00) | 0.00 | (25.00) | (12,975.00) |
| Total Tax Revenue | (510,665.00) | (506,308.39) | (514,960.16) | 4,285.16 |
| Other Income | | | | |
| Franchise Fees | (114,326.00) | (69,099.72) | (123,486.83) | 9,160.83 |
| Return on Investments | (3,000.00) | (4,964.97) | 0.00 | (3,000.00) |
| Unconditional Grants - (MSI Operating) | (85,892.00) | (65,478.00) | 0.00 | (65,892.00) |
| Federal Conditional Grants | (4,200.00) | (3,150.00) | 0.00 | (4,200.00) |
| Provincial Conditional Grants | (80,000.00) | 0.00 | 30,000.00 | (60,000.00) |
| Transfers from Capital | (63,000.00) | 0.00 | 0.00 | (63,000.00) |
| Rebates - WCS, etc. | (356.00) | 0.00 | 0.00 | (356.00) |
| Administrative Service Fees | (466.00) | (290.00) | (60.00) | (346.00) |
| Tax Certificates | (762.00) | (540.00) | (900.00) | 138.00 |
| Other Revenues/Own Source | (102.00) | 0.00 | (1,755.00) | 1,653.00 |
| Total Other Income | (282,044.00) | (143,521.69) | (96,201.83) | (185,842.17) |
| Licenses, Fines, Permits | | | | |
| License Business | (1,875.00) | (2,275.00) | (2,230.00) | 355.00 |
| License Animal | (1,700.00) | (1,275.00) | (414.22) | (1,285.78) |
| Development, Building Permit Fees | (1,000.00) | (2,385.00) | (611.00) | (398.00) |
| Provincial Fines Revenue | (1,200.00) | (496.00) | (993.66) | (246.34) |
| Bylaw Fines | (100.00) | 0.00 | 0.00 | (100.00) |
| Total Licenses, Fines, Permits | (5,875.00) | (6,431.00) | (4,208.88) | (1,666.12) |
| Sales of Goods and Services | | | | |
| Sale of Goods & Services | (508.00) | 0.00 | 0.00 | (508.00) |
| Total Sales of Goods and Services | (508.00) | 0.00 | 0.00 | (508.00) |
| Water Revenue | | | | |
| Water Utilities Revenue | (31,296.00) | (46,070.18) | (35,397.83) | (45,898.17) |
| Capital Replacement - Water | (98,805.00) | (40,885.51) | (30,768.00) | (28,037.00) |
| Bulk Water Deposit Non-Refundable | 0.00 | (900.00) | (104.76) | 104.76 |
| Bulk Water Sales | (6,300.00) | (6,047.68) | (9,798.68) | 3,498.68 |
| Bulk Water Sales Coin-op | (2,000.00) | (1,668.00) | (345.00) | (1,855.00) |
| Penalties on Utilities | (1,400.00) | (875.47) | (937.95) | (462.05) |
| Total Water Revenue | (149,801.00) | (95,946.84) | (77,352.42) | (72,448.59) |
| Sewer Revenue | | | | |
| Utilities - Sewer | (66,053.00) | (36,735.51) | (29,561.95) | (36,491.65) |
| Capital Replacement - Sewer | (98,402.00) | (46,592.40) | (35,058.00) | (23,344.00) |
| Total Sewer Revenue | (124,455.00) | (65,317.91) | (64,619.95) | (59,835.65) |
| Garbage Revenue | | | | |
| Utilities - Garbage | (73,624.00) | (45,649.41) | (37,500.00) | (36,124.00) |
| Total Garbage Revenue | (73,624.00) | (45,649.41) | (37,500.00) | (36,124.00) |
| Cemetery Revenue | | | | |
| Sales - Cemetery | (500.00) | 0.00 | (472.50) | (27.50) |

VILLAGE OF CAROLINE
DEPARTMENT BUDGETS

GL5410
Date : Sep 14, 2021

Page : 2
Time : 8:54 pm



For Period Ending 30-Sep-2021

| | BUDGET | LAST YEAR | CURRENT | BUDGET |
|--|-----------------------|---------------------|---------------------|---------------------|
| | | YTD | | REMAINING |
| Opening and Closing Charge | (3,000.00) | (650.00) | (1,417.50) | (1,582.50) |
| Perpetual Care - Cemetery | (3,000.00) | (800.00) | 0.00 | (3,000.00) |
| Cemetery Work Permits | (406.00) | (50.00) | 0.00 | (406.00) |
| Total Cemetery Revenue | (6,906.00) | (1,500.00) | (1,890.00) | (5,016.00) |
| Development Charges | (3,600.00) | (3,618.67) | (100.00) | (3,500.00) |
| Zoning, Development Charges | | | | |
| Total Development Charges | (3,600.00) | (3,618.67) | (100.00) | (3,500.00) |
| Total Revenues | (1,157,478.00) | (890,193.91) | (786,832.64) | (360,645.36) |
| Expenses | | | | |
| Council Expenses | | | | |
| Employer Contributions - Council | 750.00 | 150.38 | 2.19 | 747.81 |
| WCB | 0.00 | 0.00 | 31.54 | (31.54) |
| Councilor D. Nichols Meetings | 3,000.00 | 1,850.00 | 2,375.00 | 625.00 |
| Councilor K. Ceasar Meetings | 0.00 | 550.00 | 0.00 | 0.00 |
| Councilor M. Bugbee Meetings | 4,000.00 | 4,375.00 | 3,125.00 | 875.00 |
| Councilor Sumy/Wold Meetings | 3,000.00 | 2,700.00 | 3,325.00 | (325.00) |
| Councilor C. Parsons Meetings | 3,600.00 | 2,950.00 | 775.00 | 2,825.00 |
| Mayor's Honorarium | 3,600.00 | 2,700.00 | 2,700.00 | 900.00 |
| Councilor J. Rimmer Meetings | 5,600.00 | 0.00 | 1,425.00 | 4,175.00 |
| Councilor D. Nichols Expenses | 500.00 | 0.00 | 0.00 | 500.00 |
| Councilor K. Ceasar Expenses | 0.00 | 98.60 | 0.00 | 0.00 |
| Councilor M. Bugbee Expenses | 1,000.00 | 748.15 | 0.00 | 1,000.00 |
| Councilor Sumy/Wold Expenses | 300.00 | 100.30 | 0.00 | 300.00 |
| Councilor C. Parsons Expenses | 500.00 | 0.00 | 0.00 | 500.00 |
| Councilor J. Rimmer Expenses | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| Council - Conferences/Courses/Promotions | 5,000.00 | 9,374.77 | 0.00 | 5,000.00 |
| Member at Large Honorariums | 500.00 | 607.60 | 0.00 | 500.00 |
| Council Communications | 900.00 | 0.00 | 1,400.00 | (500.00) |
| Council Projects - CWL Solar | 600.00 | 2,149.32 | 4,180.46 | (3,580.46) |
| Total Council Expenses | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| Administrative Expenses | 36,850.00 | 27,655.12 | 19,338.19 | 17,510.81 |
| Wages - Admin | 120,763.00 | 101,115.31 | 70,022.63 | 50,740.37 |
| Summer Student Wages - Admin | 6,552.00 | 0.00 | 0.00 | 6,552.00 |
| Employer Contributions - Admin | 30,094.00 | 13,605.49 | 5,621.27 | 24,472.73 |
| WCB - Admin | 1,894.00 | 1,367.09 | 261.95 | 1,622.05 |
| Training & Development - Admin | 3,500.00 | 135.63 | 795.00 | 2,705.00 |
| Travel & Subsistence - Admin | 9,800.00 | 2,891.02 | 6,363.70 | 1,416.30 |
| Conference Fees - Admin | 1,000.00 | 625.00 | 0.00 | 1,000.00 |
| Postage - Admin | 3,500.00 | 2,552.25 | 3,736.71 | (236.71) |
| Telecommunications - Admin | 10,500.00 | 4,576.66 | 4,384.35 | 6,115.65 |
| Advertising/Subscriptions | 2,000.00 | 1,046.46 | 1,755.00 | 245.00 |
| Memberships - Admin | 1,000.00 | 3,069.96 | 5,156.79 | (4,156.79) |
| Accounting, Audit | 22,000.00 | 24,531.50 | 22,360.00 | (260.00) |
| Legal Fees | 9,000.00 | 11,684.50 | 17,294.88 | (8,294.88) |
| Special Services/Online subscription, s | 3,500.00 | 2,501.06 | 1,381.74 | 2,118.26 |
| Special Services: Assessment/PARB | 9,100.00 | 6,750.00 | 11,041.76 | (1,941.76) |
| Special Services: Accounting Software | 25,000.00 | 3,569.35 | 28,251.02 | (3,251.02) |
| Building Repairs & Maintenance - Admin | 2,032.00 | 289.70 | 3,420.23 | (1,388.23) |
| Equipment Repairs & Maintenance - Admin | 3,049.00 | 9,603.17 | 0.00 | 3,049.00 |
| Contracted Services: Janitor/Unifirst | 2,800.00 | 2,122.77 | 2,873.05 | (73.05) |
| Contracted Services: Administration | 1,100.00 | 0.00 | 10,799.40 | (9,699.40) |
| Equipment: Rental/Lease | 5,000.00 | 4,533.17 | 1,436.57 | 3,563.33 |
| Insurance & Bond Premiums | 2,300.00 | 2,281.22 | 2,360.07 | (60.07) |
| General Goods/Supplies - Admin | 1,728.00 | 598.28 | 540.00 | 1,188.00 |
| Gen Goods/Supplies: Goodwill/Promos | 1,016.00 | 182.70 | 221.59 | 794.01 |
| Office Equipment, Furnishings | 1,524.00 | 1,630.54 | 747.63 | 776.37 |
| Utilities - Admin | 3,500.00 | 0.00 | 1,026.84 | 2,473.16 |
| Capital Fund Transfer - Admin | 3,500.00 | 2,657.17 | 1,390.55 | 2,119.45 |
| | 2,000.00 | 0.00 | 0.00 | 2,000.00 |

VILLAGE OF CAROLINE
DEPARTMENT BUDGETS

GL5410

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Date: Sep 14, 2021

Time: 8:54 pm



For Period Ending 30-Sep-2021

| | BUDGET | LAST YEAR | CURRENT | BUDGET |
|--|-------------------|-------------------|-------------------|--------------------|
| | | YTD | | REMAINING |
| Bank Charges/Borrowing | 3,900.00 | 1,724.57 | 0.00 | 3,900.00 |
| Cancellation of Taxes, Write-Off, Other | 1,500.00 | 380.25 | (2,902.50) | 4,402.50 |
| Contingency - Admin | 22,000.00 | (1.77) | 36,543.12 | (14,543.12) |
| Gross Recovery - Tax Collection Fees | 0.00 | (200.00) | 7,505.57 | (7,505.57) |
| Total Administrative Expenses | 316,142.00 | 205,933.05 | 246,299.40 | 65,842.60 |
| Council Projects | 5,000.00 | 1,965.00 | 0.00 | 5,000.00 |
| Council - Legal | 0.00 | 5,885.00 | 0.00 | 0.00 |
| Council Projects - Waste to Energy Init | 0.00 | 4,390.25 | (823.82) | 823.82 |
| Council Projects - Solar Initiative | 8,000.00 | 0.00 | 0.00 | 8,000.00 |
| Council Projects - Downtown | 13,000.00 | 12,220.25 | (823.82) | 13,823.82 |
| Total Council Projects | 13,000.00 | 12,220.25 | (823.82) | 13,823.82 |
| Election Expenses | 2,400.00 | 0.00 | 0.00 | 2,400.00 |
| Election, Census Fees | 1,500.00 | 820.00 | 0.00 | 1,500.00 |
| Advertising | 100.00 | 0.00 | 0.00 | 100.00 |
| General Goods & Supplies | 4,000.00 | 820.00 | 0.00 | 4,000.00 |
| Total Election Expenses | 4,000.00 | 820.00 | 0.00 | 4,000.00 |
| Fire Expenses | 2,300.00 | 1,392.08 | 1,069.28 | 1,200.72 |
| Telecommunications | 508.00 | 23.51 | 41.20 | 466.80 |
| Building Repairs/Main - Firehall | 305.00 | 180.00 | (280.00) | 585.00 |
| Garbage Collection Contract - Fire Hall | 4,065.00 | 3,975.51 | 4,074.04 | (9.04) |
| Insurance & Bond Premiums - Firehall | 7,000.00 | 5,536.88 | 5,048.73 | 1,950.27 |
| Utilities - Fire | 25,295.00 | 45,159.00 | 0.00 | 25,295.00 |
| Trans. to other local govt | 2,400.00 | 0.00 | 0.00 | 2,400.00 |
| Transfer to Capital | | | | |
| Total Fire Expenses | 41,873.00 | 58,166.98 | 9,974.25 | 31,898.75 |
| Emergency & Safety Expenses | 8,439.00 | 0.00 | 8,444.00 | (5.00) |
| Provincial Policing | 450.00 | 424.28 | 0.00 | 450.00 |
| Emergency Svcs CREMA - Traff to other L | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Capital Fund Transfer - Emerg & Safety | | | | |
| Total Emergency & Safety Expenses | 8,889.00 | 424.28 | 8,444.00 | 1,445.00 |
| Animal & Bylaw Expenses | 7,000.00 | 4,296.00 | 218.00 | 6,782.00 |
| Animal Control Contract | 2,000.00 | 326.25 | 387.50 | 1,632.50 |
| Safety Codes | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| Bylaw Enforcement | 200.00 | 0.00 | 0.00 | 200.00 |
| By-Law General Goods & Supply | | | | |
| Total Animal & Bylaw Expenses | 11,200.00 | 4,522.25 | 585.50 | 10,614.50 |
| Public Works Expense | 20,563.00 | 15,749.01 | 31,305.10 | (10,742.10) |
| Wages - Public Works | 3,359.00 | 2,303.64 | 6,770.56 | (3,411.56) |
| Employer Contributions - Public Works | 544.00 | 56.72 | 1,457.81 | (913.81) |
| WCB - Public Works | 250.00 | 0.00 | 0.00 | 250.00 |
| Other Allowances - Public Works | 6,000.00 | 148.83 | 907.14 | 5,092.86 |
| Training & Development - Public Works | 1,000.00 | 0.00 | 1,338.39 | (338.39) |
| Public Works Clothing Allowances | 300.00 | 0.00 | 0.00 | 300.00 |
| Travel and Subsistence - Public Works | 100.00 | 86.43 | 31.36 | 68.64 |
| Freight - Public Works | 1,500.00 | 1,338.18 | 2,254.84 | (754.84) |
| Telecommunications - Public Works | 100.00 | 0.00 | 56.70 | 43.30 |
| Advertising, Subscriptions, Memberships | 1,000.00 | 735.88 | 346.16 | 653.84 |
| Building Repairs, Maintenance - Public W | 7,000.00 | 4,650.45 | 3,016.24 | 3,983.76 |
| Fleet Repairs & Maintenance - PW | 2,000.00 | 204.00 | 4,451.98 | (2,451.98) |
| Other Contracted Services/Misc Services | 7,500.00 | 7,410.17 | 7,867.15 | (367.15) |
| Insurance & Bond Premiums - PW | 1,000.00 | 820.62 | 2,545.70 | (1,545.70) |
| Shop Supplies - PW | 9,000.00 | 7,533.59 | 7,030.30 | 1,969.70 |
| Fleet Fuel & Oil - PW | 0.00 | 0.00 | 8,000.00 | (8,000.00) |
| Equipment, Machines, Vehicle Purchases - | 6,800.00 | 5,957.67 | 4,575.04 | 2,024.96 |
| Utilities - PW Shop | | | | |

VILLAGE OF CAROLINE
DEPARTMENT BUDGETS

GL5410 Date: Sep 14, 2021

Page: 4
Time: 8:54 pm



For Period Ending 30-Sep-2021

| | BUDGET | LAST YEAR | CURRENT | BUDGET |
|--|-------------------|-------------------|-------------------|-------------------|
| | | YTD | | REMAINING |
| Tax Forfeiture Maintenance Costs | 10,000.00 | 11,271.15 | 76.60 | 9,523.40 |
| Safety - PW | 500.00 | 15.36 | 0.00 | 500.00 |
| PW Gross Recovery | 2,264.00 | 0.00 | 0.00 | 2,264.00 |
| Total Public Works Expense | 80,590.00 | 58,081.73 | 82,031.07 | (1,451.07) |
| Streets & Roads Expense | 45,239.00 | 44,087.75 | 32,763.40 | 12,455.60 |
| Wages - Streets | 6,963.00 | 6,483.63 | 9,671.81 | (3,108.81) |
| Employer Contributions - Streets | 884.00 | 191.56 | 141.85 | 522.15 |
| WCB - Streets | 1,000.00 | 772.57 | 1,292.10 | (282.10) |
| Street, Sidewalk Equip, Repairs | 12,000.00 | 9,620.00 | 0.00 | 12,000.00 |
| Other Contracted Services - Streets | 4,077.00 | 2,485.57 | 0.00 | 4,077.00 |
| Interest on Long Term Debt | 1,000.00 | 1,609.25 | 2,102.37 | (1,102.37) |
| Goods & Supplies - Streets | 7,500.00 | 0.00 | 10,562.96 | (3,062.96) |
| Equipment, Machines, Vehicle Purchases - Streets | 500.00 | 0.00 | 0.00 | 500.00 |
| Sign Purchases - Streets | 18,000.00 | 14,429.21 | 14,303.92 | 3,686.08 |
| Utilities - Streets | 39,944.00 | 19,514.65 | 0.00 | 39,944.00 |
| Contribution to Capital Programs - Streets | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| Capital Transfer - Streets | 6,336.00 | 0.00 | 0.00 | 6,336.00 |
| Gross Recovery - Streets | | | | |
| Total Streets & Roads Expense | 145,323.00 | 99,214.43 | 70,858.41 | 74,464.59 |
| Storm Sewer Expenses | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| General Contracted Services - Storm | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Capital Fund Transfer - Storm | | | | |
| Total Storm Sewer Expenses | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| Water Expenses | 41,126.00 | 28,916.40 | 29,297.60 | 11,828.40 |
| Wages - Water | 6,976.00 | 4,466.74 | 6,720.63 | 255.37 |
| Employer Contributions - Water | 490.00 | 104.94 | 84.16 | 405.84 |
| WCB - Water | 2,000.00 | 441.89 | 118.65 | 1,861.35 |
| Freight - Water | 1,200.00 | 991.44 | 1,791.58 | (591.58) |
| Telecommunications - Water | 9,000.00 | 4,837.00 | 621.00 | 8,379.00 |
| Special Services: Software | 15,000.00 | 5,315.12 | 26,066.23 | (11,066.23) |
| Repairs, Maintenance - Water | 22,876.00 | 14,192.62 | 1,526.75 | 21,349.25 |
| Other Contracted Services - Water | 10,000.00 | 10,060.40 | 10,426.01 | (426.01) |
| Insurance & Bond Premiums - Water | 1,000.00 | 474.34 | 0.00 | 1,000.00 |
| General Goods & Supplies - Water | 15,000.00 | 14,113.99 | 0.00 | 15,000.00 |
| Equipment, Machines, - Water | 16,000.00 | 13,185.09 | 11,227.18 | 4,772.82 |
| Chemical, Treatments - Water | 15,000.00 | 11,455.81 | 16,783.06 | (1,783.06) |
| Utility - Water | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Bulk Water Station Upgrades 2018 | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| Capital Fund Transfer - Water | 7,563.00 | 0.00 | 0.00 | 7,563.00 |
| Contingency - Water | | | | |
| Total Water Expenses | 166,221.00 | 107,765.78 | 104,662.85 | 61,558.15 |
| Sewer Expenses | 39,070.00 | 21,064.62 | 24,056.25 | 15,011.75 |
| Wages - Sewer | 7,234.00 | 3,098.08 | 5,299.57 | 1,934.43 |
| Employer Contributions - Sewer | 544.00 | 83.40 | 63.87 | 480.13 |
| WCB - Sewer | 6,000.00 | 2,666.12 | 2,236.79 | 3,763.21 |
| Repairs & Maintenance - Sewer | 4,000.00 | 7,155.00 | 0.00 | 4,000.00 |
| Other Contracted Services - Sewer | 2,000.00 | 2,053.19 | 2,418.73 | (418.73) |
| Insurance & Bond Premiums - Sewer | 400.00 | 0.00 | 0.00 | 400.00 |
| General Goods & Supply - Sewer | 1,500.00 | 1,578.00 | 0.00 | 1,500.00 |
| Chemicals/Treatment - Sewer | 13,000.00 | 10,915.95 | 9,398.24 | 3,601.76 |
| Utility - Sewer | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| Capital Fund Transfer - Sewer | 7,550.00 | 0.00 | 0.00 | 7,550.00 |
| Contingency - Sewer | | | | |
| Total Sewer Expenses | 83,268.00 | 48,624.33 | 43,475.51 | 39,822.49 |
| Garbage Expenses | 5,746.00 | 2,785.82 | 3,696.99 | 1,949.01 |
| Wages - Garbage | 969.00 | 424.68 | 886.05 | 82.95 |
| Employer Contributions - Garbage | 112.00 | 10.87 | 15.04 | 96.13 |
| WCB - Garbage | | | | |

VILLAGE OF CAROLINE
DEPARTMENT BUDGETS

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Date: Sep 14, 2021

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For Period Ending 30-Sep-2021

| | BUDGET | LAST YEAR | CURRENT | BUDGET |
|--|------------------|------------------|------------------|--------------------|
| | | YTD | | REMAINING |
| Garbage Collection Contract - RMRSWA | 22,082.00 | 10,250.36 | 21,057.50 | 1,034.50 |
| Garbage Collection - Municipal Property | 22,851.00 | 17,119.68 | 22,250.00 | 601.00 |
| General Goods/Supply - Garbage | 600.00 | 18.99 | 57.37 | 542.63 |
| Transfer to other Local Govt - Garbage | 0.00 | 0.00 | 21,057.50 | (21,057.50) |
| Total Garbage Expenses | 52,370.00 | 30,610.40 | 69,220.45 | (16,850.45) |
| FCSS | | | | |
| Transfer to other Local Govt - FCSS Requ | 4,001.00 | 3,966.75 | 4,521.04 | (620.04) |
| Total FCSS | 4,001.00 | 3,966.75 | 4,521.04 | (520.04) |
| Cemetery Expenses | | | | |
| Wages - Cemetery | 10,282.00 | 5,791.17 | 4,002.49 | 6,278.51 |
| Employer Contributions - Cemetery | 1,809.00 | 978.30 | 890.80 | 928.20 |
| WCB - Cemetery | 120.00 | 3.66 | 18.41 | 101.59 |
| Cemetery Repairs/Maintenance | 3,000.00 | 189.64 | 0.00 | 3,000.00 |
| General Goods/Supply - Cemetery | 100.00 | 0.00 | 0.00 | 100.00 |
| Capital Fund Transfer - Cemetery | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Contingency - Cemetery | 358.00 | 0.00 | 0.00 | 358.00 |
| Total Cemetery Expenses | 16,669.00 | 6,960.77 | 4,901.70 | 11,767.30 |
| Municipality Expenses | | | | |
| Advertising, Subscriptions, Membership - | 0.00 | 460.00 | 0.00 | 0.00 |
| General Services - Municipal Planning | 15,000.00 | 4,600.00 | 4,600.00 | 10,400.00 |
| Total Municipality Expenses | 15,000.00 | 5,060.00 | 4,600.00 | 10,400.00 |
| Subdivision Expenses | | | | |
| General Services - Subdivision | 2,500.00 | 525.00 | 1,004.04 | 1,495.96 |
| Total Subdivision Expenses | 2,500.00 | 525.00 | 1,004.04 | 1,495.96 |
| Parks & Recreation Expenses | | | | |
| Wages - Recreation/Parks | 10,282.00 | 7,955.80 | 2,951.53 | 7,330.47 |
| Employer Contributions - Recreation/Par | 1,590.00 | 1,457.96 | 617.05 | 932.95 |
| WCB - Recreation/Parks | 76.00 | 4.90 | 15.25 | 60.75 |
| Equipment Repairs/Maintenance - Recreat | 1,000.00 | 0.00 | 73.95 | 926.05 |
| Garbage Collection Contract - Rec/Parks | 3,500.00 | 3,985.90 | 1,636.00 | 1,862.00 |
| Contracted Services - Recreation/Parks | 3,600.00 | 0.00 | 0.00 | 3,600.00 |
| Insurance & Bond Premiums - Recreation/P | 850.00 | 1,116.27 | 1,098.72 | (248.72) |
| General Goods & Supply - Recreation/Park | 900.00 | 134.16 | 0.00 | 900.00 |
| Utilities - Recreation/Parks | 1,200.00 | 914.96 | 844.96 | 355.04 |
| Cont. to own municipal agencies: Complex | 1,787.00 | 0.00 | 0.00 | 1,787.00 |
| Capital Fund Transfer - Parks&Rec. | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Total Parks & Recreation Expenses | 25,745.00 | 15,269.55 | 7,239.46 | 18,505.54 |
| RV Park Expenses | | | | |
| Wages - RV Park | 0.00 | 365.03 | 436.56 | (436.56) |
| Employer Contributions - RV Park | 0.00 | 75.44 | 99.20 | (99.20) |
| WCB - RV Park | 0.00 | 0.00 | 1.38 | (1.38) |
| Insurance & Bond Premiums - RV Park | 1,925.00 | 1,387.72 | 1,446.57 | (121.57) |
| Utilities - RV Park | 2,500.00 | 2,206.53 | 2,038.11 | 461.89 |
| Capital Fund Transfer - RV Park | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Total RV Park Expenses | 4,825.00 | 4,014.72 | 4,021.82 | 803.18 |
| Seniors Requisitions | | | | |
| Senior's Requisition | 3,382.00 | 3,231.17 | 0.00 | 3,382.00 |
| Total Seniors Requisitions | 3,382.00 | 3,231.17 | 0.00 | 3,382.00 |
| Community & Grant Expenses | | | | |
| Salaries & Wages - Community Organizatio | 823.00 | 241.43 | 10,989.00 | (10,166.00) |

VILLAGE OF CAROLINE
DEPARTMENT BUDGETS

GL5410

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Date: Sep 14, 2021

Time: 8:54 pm



For Period Ending 30-Sep-2021

| | BUDGET | LAST YEAR | CURRENT | BUDGET |
|---|---------------------|---------------------|---------------------|-------------------|
| | | YTD | | REMAINING |
| Employer Contributions - Community Organ | 148.00 | 38.43 | 243.08 | (85.08) |
| WCB - Community Organizations | 11.00 | 0.55 | 0.00 | 11.00 |
| Community Organization Costs | 250.00 | 30.00 | 0.00 | 250.00 |
| Student Bursary Program | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Community Grant & Aid | 1,500.00 | 0.00 | 300.00 | 1,200.00 |
| CCOC Tourism Support | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| Community Recognition | 250.00 | 0.00 | 100.00 | 150.00 |
| Total Community & Grant Expenses | 5,482.00 | 310.41 | 11,632.08 | (5,150.08) |
| Total Expenses | 1,040,850.00 | 691,696.98 | 691,996.95 | 348,863.05 |
| School Requisitions | | | | |
| School Revenue | | | | |
| School Requisition Public | 0.00 | (101,203.18) | (99,034.77) | 99,034.77 |
| School Requisition Separate | 0.00 | (4,098.66) | (4,293.36) | 4,293.36 |
| Total School Revenue | 0.00 | (105,301.86) | (103,328.13) | 103,328.13 |
| School Expense | | | | |
| ASPF Education Requisition | 106,202.00 | 59,311.17 | 0.00 | 106,202.00 |
| RD Catholic School Div. Education Requis | 4,301.00 | 3,040.58 | 10,016.52 | (5,715.52) |
| Total School Expense | 110,503.00 | 62,351.75 | 10,016.52 | 100,486.48 |
| Total School Requisitions | 110,503.00 | (42,950.11) | (93,311.61) | 203,814.61 |



September 8, 2021

Premier Jason Kenney
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY

At the last regular meeting of Crossfield Town Council held Tuesday September 7, 2021, Council discussed the recent developments that the Royal Canadian Mounted Police (RCMP) have been drawing closer to an agreement that will require retroactive pay to be issued. This has been brought to our attention by the Alberta Urban Municipalities Association (AUMA).

Municipalities in Alberta such as ours under total population of 5,000 have recently been subjected to increasing our property tax rates on citizens and businesses in order to cover the cost of policing in our province. It is also something that we are not able to requisition for, which has further made raising the funds a contentious issue. Our tax payers are being directly affected by the increase already, and will feel the burden even more if our municipality must pay a share of the RCMP's pay increases.

Crossfield Town Council respectfully requests that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Jo Tennant
Mayor

cc Mr. Nathan Cooper, MLA for Olds-Didsbury-Three Hills
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

SEP 03 2021

AR106270

Reeve Cammie Laird
Clearwater County
4340 - 47 Avenue
PO Box 550
Rocky Mountain House AB
T4T 1A4

His Worship John Rimmer
Mayor
Village of Caroline
PO Box 148
Caroline AB T0M 0M0

His Worship Harold Esche
Mayor
Summer Village of Burnstick Lake
Box 501
Caroline AB T0M 0M0

Dear Reeve Laird, Mayor Rimmer, and Mayor Esche:

Thank you for the letter of June 21, 2021, requesting a ministerial order to authorize the delegation of the duties and powers of three municipalities under the *Emergency Management Act (EMA)* to a joint emergency management advisory committee.

I am pleased to provide you with a copy of Ministerial Order No. A:006/21, authorizing Clearwater County, the Village of Caroline, and the Summer Village of Burnstick Lake to delegate their powers and duties under the *EMA* to the Clearwater Regional Emergency Management Advisory Committee.

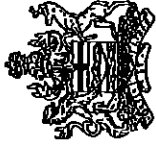
I commend all involved municipalities for pursuing this form of regional collaboration, and I wish you success on this initiative.

Sincerely,

Ric McIver
Minister

Attachment: Ministerial Order No. A:006/21

cc: Christopher Read, Chief Administrative Officer, Clearwater County
Craig Curtis, Chief Administrative Officer, Village of Caroline
Therese Kleeberger, Chief Administrative Officer, Summer Village of Burnstick Lake



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Heays

MINISTERIAL ORDER NO. A:006/21

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 11.3(1)(b)(ii) of the *Emergency Management Act (EMA)*, authorize Clearwater County, the Village of Caroline and the Summer Village of Burnstick Lake to delegate their powers and duties under the *EMA* to the Clearwater Regional Emergency Management Advisory Committee.

Dated at Edmonton, Alberta, this 1 day of September, 2021.

Ric McIver
Minister of Municipal Affairs



Canada Energy
Regulator

Régie de l'énergie
du Canada

Suite 210
517 Tenth Avenue SW
Calgary, Alberta
T2P 0A6

517, Dixième Avenue S.-O.
bureau 210
Calgary (Alberta)
T2P 0A6

File OF-Fac-Gas-N081-2019-01 03
23 August 2021

Ms. Crystal Begin
Regulatory Project Manager
Regulatory Facilities
TransCanada PipeLines Limited
450 – 1 Street SW
Calgary, AB T2P 5H1
Email Crystal.Begin@tcenergy.com

Dear Ms. Begin:

**NOVA Gas Transmission Ltd. (NGTL)
Edson Mainline Expansion Project (Project)
GC-133 (Certificate) and AO-001-XG-001-2021 (Order)
Timing Relief Request (Request)
Spawning Deterrent Plan for Cold Creek Tributary (WC-16) and
Clearwater River Side Channel (WC05)**

On 24 June 2021, the Commission of the Canada Energy Regulator (Commission) issued Certificate GC-133 (C13734) and on 8 July 2021, the Commission issued Order AO-001-XG-001-2021 (C13969) for the Project.

Requests

On 28 July 2021, NGTL filed a request for timing relief to enable the placement of spawning deterrents within two watercourses, the Cold Creek Tributary (WC-16) and Clearwater River side channel (WC-05), prior to the end of August 2021 (C14253).

NGTL's letter of 28 July 2021 also requested approval of use of the spawning deterrent mitigation at these same two locations.

Decisions

The Commission approves NGTL's Spawning Deterrent Execution and Monitoring Plan (Plan) that was submitted in Appendix F, Section 9 of its updated Environmental Protection Plan which was filed with the Canada Energy Regulator (CER) on 12 August 2021.

Accordingly, the Commission grants NGTL's request for timing relief from applicable pre-construction conditions pursuant to Condition 1 of Certificate GC-133 and of Order AO-001-XG-001-2021, specifically for NGTL's implementation of its spawning deterrent mitigation within the Clearwater River side channel (WC-05) and Cold Creek Tributary (WC-16) only.

.../2

Canada

Views of the Commission

The Commission considers the installation of spawning deterrents to be a mitigation measure associated with the construction of the Project. The Commission recognizes that this measure needs to be implemented during a specified period in order to be effective, and well in advance of the typical right-of-way preparation activities. The Commission has considered the submission of 12 August 2021 and finds the information acceptable.

The Commission notes that on 3 June 2021, the CER referred several watercourse crossings located within critical habitat for Bull trout (Saskatchewan – Nelson Rivers Population), including the Clearwater River side channel (WC-05), to Fisheries and Oceans Canada (DFO) for potential Authorization under the *Fisheries Act* and/or permitting under the *Species at Risk Act*. The Commission reminds NGTL that it must obtain all necessary approvals, authorizations or permits from DFO for the Clearwater River side channel prior to the initiation of the proposed spawning deterrents.

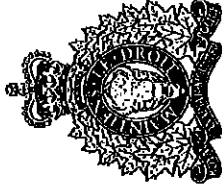
Further, the Commission reminds NGTL that any changes to the details of the Plan requires approval of the Commission, per Condition 10 of Certificate GC-133 and Condition 9 of Order AO-001-XG-001-2021. For clarity, the implementation of the Plan at any other watercourse crossing location is not included in the relief granted by this letter.

The Commission directs NGTL to serve a copy of this letter on all interested parties.

Yours sincerely,

Signed by

Jean-Denis Charlebois
Secretary of the Commission



Royal Canadian Mounted Police

Commanding Officer
Alberta

Gendarmerie royale du Canada

Commandant
de l'Alberta

August 25, 2021

Mayor John Rimmer
Village of Caroline
Box 148
5004 – 50 Avenue
Caroline, AB T0M 0M0

Dear Mayor Rimmer:

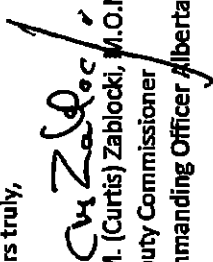
Re: Village of Caroline support for the RCMP

I appreciate the time you have taken to share such positive words of support for the Royal Canadian Mounted Police (RCMP) in your community with Minister Madu. I firmly believe our service is a reflection of the collaborative relationships that take place between community leaders, citizens and our employees.

Working closely with those we serve means you have a police service that is community-led and focused on the safety and security needs of community members. I appreciate your commitment in helping us meet those needs. The collaborative relationship that exists between the Rocky Mountain House Detachment and your community is a direct result of the sound communication and mutual trust, we have developed.

We have a strong foundation for success as our pride is in the service to your community with emphasis in providing a safer place for all Albertans. Thank you for your continued support of the Alberta RCMP.

Yours truly,


C. M. (Curtis) Zablocki, M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

CC: Angela Duncan, Interim President, Alberta Urban Municipalities Association
Paul McLauchlin, President, Rural Municipalities Association
Chief Superintendent Darcy Fleury, District Officer, Central Alberta District, Alberta Royal Canadian Mounted Police
Staff Sergeant Carl Dinsdale, Detachment Commander, Rocky Mountain House Detachment, Alberta Royal Canadian Mounted Police

PARKLAND NURSERY

& Landscape Services Ltd.

Box 25004 Deer Park P.O., Red Deer, Alberta T4R 2M2
Phone: 403-340-8755 • Fax: 403-340-8759 • Website: www.pnls.ca • Email: admin@pnls.ca

Your Green Connection

September 1, 2021

Town of Caroline
Attn: Jacob Tricker
Caroline, AB
Email: wvo@villageofcaroline.com
Phone: 403.846.7454

Dear Jacob,

Re: Tree Supply and Install at Caroline, AB

We are pleased to provide you with our quote for the tree supply and installation at your site in Caroline.

Scope of Work:

- Mobilize and demobilize all necessary equipment to and from the work site.
- Supply, deliver, and install two (2) Ivory Silk Tree lilac 70mm in size.
- Stake and topdress the new trees.

Total Project \$ 2356.00 plus GST (see payment terms)

Notes:

Our estimates and quotes are subject to an onsite meeting with the owner or owner's consultant immediately prior to the owner or owner's consultant scheduling PNLS to commence work on the project. At this time it will be determined if the site still has open access for equipment that this estimate/quote has been based on.

The following items are NOT included in the quote:

- Rough (grub) site work or Pregrade work.
- Any costs associated with the replacement of plants or landscape work due to damage or vandalism caused by third parties or other subcontractors whether this damage is done prior to approval of the job by the general contractor or prior to the plant warranty period expiring. Such costs will be assessed and levied via forced account.
- Any costs associated with the extra time and labour if hand digging the holes is required.
- Any costs associated with the provision of hydrovacating services if required once the utility locates have been provided.
- Any costs associated with the provision of utility locating services that are unable to be completed by Alberta One-Call and are required to be completed by a private utility locator.
- Any costs associated with or incurred to clean up the job site in order for PNLS to commence or continue work on site.
- Any costs associated with the provision of surveying or engineering services required during the project.
- Any costs associated with maintenance and watering. Water tanker services are available at an additional cost.

Items not specifically detailed in this quotation are not included and must be quoted under separate cover.

Our GST number is 880 274 923 RP0001, our WCB account number is 4171988 and our Certificate of Recognition (COR) Safety certification is #20190620-2536.

Plant material supplied and installed Parkland Nursery & Landscape Services Ltd (PNLS) has a one time, thirty day warranty. The warranty is not valid for damage or vandalism to plant material or damage caused by hazardous substances that may purposely or inadvertently be applied on the plant material. (eg. High salts present in de-icing materials that may be shoveled or placed on the plants/sod during snow removal activities). The warranty covers the replacement cost of the plant material only, and does not include labour cost, unless stated explicitly in the contract. Warranty is void if the damage is due to neglect, vandalism, animals or acts of God, or if the design places plant material in locations that they