


















AGENDA
Regular Council Meeting
Wednesday, March 23, 2022
Grimshaw Council Chambers 7:00 PM

	Page
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. DELEGATIONS	
3.1. Atco Electric - Carol Broadribb and Tim Wallis - Streetlights/decorative Lighting Replacements	3
	
4. ADOPTION OF MINUTES	
4.1. Minutes of the Regular Council Meeting March 9, 2022	4 - 7
	
5. DEPARTMENT REPORTS	
5.1. Donations & Resolutions	8
	
6. UNFINISHED BUSINESS	
6.1. Municipal Stimulus Program Project	9
	
7. NEW BUSINESS	
7.1. Request for Decision - Approval 2022 Operating Budget	10 - 14
	
7.2. Request for Decision - Approval of 2022 Capital Budget	15 - 18
	
7.3. Request for Decision - Transfer of 2021 Surplus dollars to the 2022 Operating Budget	19 - 22
	
7.4. Request for Decision - Signing Authority for the Town of Grimshaw	23 - 26
	
8. INFORMATION	

8.1.	Minutes of the Grimshaw Regional Healthcare Attraction and Retention Committee Meeting March 7, 2022	27 - 28
		
8.2.	Minutes of the Regular Long Lake Regional Waste Management Services Commission Meeting February 22, 2022	29 - 30
		
8.3.	North Peace Housing Foundation Board Meeting Synopsis March 2, 2022	31 - 33
		
8.4.	Peace Library System Meeting Highlights February 26, 2022	34
		
8.5.	2021 Atco Electric Franchise Report	35 - 37
		
9.	COUNCIL REPORTS	
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10.	ACCOUNTS PAYABLE	
10.1.	Accounts Payable	39 - 42
		
11.	QUESTIONS FROM MEDIA	
12.	ADJOURNMENT	



March 18, 2022

Town of Grimshaw

Attention Brian Allen, CAO

Re: Streetlight Change – Bulb Replacements

Please be advised that ATCO Electric (ATCO) will no longer be in a position to replace burned-out high-pressure sodium (HPS) bulbs effective February 1, 2023. As you are aware, ATCO Electric's new standard is a light-emitting diode (LED) streetlight fixture. The current HPS bulbs will no longer be available after January 31, 2023. This date may be earlier if existing inventories of HPS bulbs are exhausted as some sizes of HPS bulbs are no longer being manufactured by our suppliers.

After January 2023, any failed HPS bulbs will be replaced with an LED fixture. This new LED standard will realize a significantly longer life and reduce overall streetlight operation and maintenance costs. As has been the case for several years now, all new street lighting will be installed to our new LED standard.

For those communities on our invested streetlighting rates, there will be no financial impacts to your community as a result of phasing out HPS replacement bulbs as this is included in the rate. Communities with streetlights on our non-invested rate will see an increase in costs beginning in February 2023 in the event of an HPS bulb failure. Currently, HPS bulb replacement is considered an operating cost and is included in the non-investment rate. A year from now, HPS bulb failures will require a fixture replacement, and the HPS streetlight fixture will be replaced with an LED. The community will be responsible for the cost of the fixture replacement for all streetlights remaining on the non-investment rate.

Considering this change, now would be a great time for your community to participate in our LED conversion program, if you have not already done so.

Feel free to reach out to me if you have any questions or require additional information.

Sincerely,

Carol Broadribb
Customer Sales Representative
(780) 219-6558
carol.broadribb@atco.com

MINUTES

	The Minutes of the Regular Council Meeting of the Town of Grimshaw, in the Province of Alberta, held in Council chambers on commencing March 9, 2022 at 7:00 p.m.	
Present:	Deputy Mayor Hennings; Councillors Messner, Johnson, Bissell, Jacobs and Sklapsky, Mayor Wald VIA Zoom	
Absent:		
Staff:	CAO, Brian Allen; Utility Clerk Debi Malone	
Press:	n/a	
Call to Order:	Deputy Mayor Hennings called the meeting to order at 7:04 p.m.	
Adoption of Agenda: 269 – 220309	COUNCLLOR BISSEL	MOVED that the agenda be adopted as amended. CARRIED
Dave Allan – Pond Hockey: 270 – 220309	COUNCILLOR BISSEL	MOVED that the Council for the Town of Grimshaw accept the presentation from Dave Allan as presented. CARRIED
Minutes of the Regular Council Meeting, held on February 23, 2022: 271 - 220309	COUNCILLOR MESSNER	MOVED that the Minutes of the Regular Council Meeting held on February 23, 2022 be adopted as presented. CARRIED
Department Reports: 272 - 220309	COUNCILLOR SKLAPSKY	MOVED that the following reports be accepted as presented. <ul style="list-style-type: none"> a) Donation and Resolution Report b) CAO c) Bylaw d) Director of Community Services e) Director of Operations f) Fire Department g) Front Office h) Multiplex i) Skate Sharpening j) Water & Sewer k) Library CARRIED

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REGULAR COUNCIL MEETING MINUTES, MARCH 9, 2022 PAGE 2

Request for Decision – Reallocation of 2022 Parks Capital Funding: 273 – 220309	MAYOR WALD	MOVED that the Council for the Town of Grimshaw approve the reallocation of \$16,000.00 dollars from the 2022 parks Capital Budget (garbage cans, pea gravel, sand, and red shale) to go towards the 2023 Kinsmen Park/ Playground Capital Upgrade Project at a cost of 70,708.00 dollars. CARRIED
Council Strategic Planning April 30, 2022 – Verbal: 274– 220309	COUNCILLOR JOHNSON	MOVED that the Council for the Town of Grimshaw email requests for agenda items, to Brian Allen or bring to the March 23,2022 Council Meeting for the Strategic Planning meeting. CARRIED
2022 Municipal Sustainability Initiative and Canada Community Building Fund: 275 - 220309	COUNCILLOR JACOBS	MOVED that the Council for the Town of Grimshaw accept the letter for 2022 Municipal Sustainability Initiative and Canada Community Building Fund as information. CARRIED
Request for Decision – Regional Water Operator Agreement: 276 - 220309	COUNCILLOR JOHNSON	MOVED that The Council for the Town of Grimshaw enter into a regional water operator services agreement with the Village of Berwyn for a 3-year term. CARRIED
Women in the North Conference: 277 - 220309	COUNCILLOR SKLAPSKY	MOVED that Council for the Town of Grimshaw approve that Council pay for the registration for Mayor Wald and Councillor Johnson to attend the Women in the North Conference in April 2022. CARRIED

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REGULAR COUNCIL MEETING MINUTES, MARCH 9, 2022 PAGE 3

Mighty Peace Tourism Association Seekers Media Campaign: 278-220309	COUNCILLOR MESSNER	MOVED that the Council for the Town of Grimshaw accept as information with further discussion to be held at the April 30,2022 Strategic Planning Session. CARRIED
Request for Decision 2022 Paving Project: 279-220309	COUNCILLOR JACOBS	MOVED that the Council for the Town of Grimshaw approves administration directing McIntosh Perry to tender the following paving project subject to availability of funding: 53 Street from 42 avenue to 45 avenue CARRIED
Boosting Economic Recovery Through Immigration: 280 - 220309	MAYOR WALD	MOVED that the Council for the Town of Grimshaw accept as information CARRIED
Pond Hockey Sponsorship Request: 281 - 220309	COUNCILLOR JOHNSON	MOVED that the Council for the Town of Grimshaw donate \$2500.00 to the Alberta Pond Hockey Association. CARRIED
Information and Correspondence:	The following letters were viewed as information: a) High Speed Internet b) Joint Use Committee Meeting Notes c) Jorden Coen	
Committee of Council Reports: 282- 220309	COUNCILLOR SKLAPSKY	MOVED that the committee reports be accepted as information. CARRIED
Accounts Payable: 283 – 220309	MAYOR WALD	MOVED that the accounts payable report be accepted as presented. CARRIED
Questions from the Press:	N/A	
Adjournment:	Deputy Mayor Hennings declared the meeting adjourned at 9:25 p.m.	

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DEPUTY MAYOR HENNINGS

CHIEF ADMINISTRATIVE OFFICER

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Community in a courteous, timely, efficient and cost effective manner.*

2022 DONATION AND RESOLUTION REPORT

- Donation Budgeted Items **Last Year New items**
- Payment Disbursement

Recipients	Date Processed	Budgeted	Actuals Spent
Awards Grade 9		300	
Victim Services (\$1.00 per Capita)		2,860	
Peace Fest			
Stars (\$2.00 per Capita)		5,720	
Pond Hockey	March 15, 2022	2,500	2,500
Women in the North Conference (Community Futures)	February 10, 2022	250	250
Legion Memory Book/Wreath		420	
North Peace Stampede – Silver Booth		800	
Other Donations (unbudgeted items)		2,500	2,500
Total Spend		5,250	
Total Budget		15,350	
Balance		10,100	
Other Donations (unbudgeted items)			
Curling Club	January 13, 2022	2,500	
Total Spent			
Balance			

Meeting Date	Resolution Number	Made By:	Resolution	Assigned To/Action Taken or Completed
Mar 9 ,2022	273 - 220309	M. Wald	MOVED that the Council for the Town of Grimshaw approve the reallocation of \$16,000.00 dollars from the 2022 parks Capital Budget (garbage cans, pea gravel, sand, and red shale) to go towards the 2023 Kinsmen Park/ Playground Capital Upgrade Project at a cost of 70,708.00 dollars.	Administration transferred the funds.
March 9, 2022	276 - 220309	C. Johnson	MOVED that The Council for the Town of Grimshaw enter into a regional water operator services agreement with the Village of Berwyn for 3 years term.	Administration notified Village of Berwyn.
March 9 , 2022	277 - 220309	C. Sklapsky	MOVED that Council for the Town of Grimshaw approve that Council pay for the registration for Mayor Wald and Councillor Johnson to attend the Women in the North Conference in April 2022.	Administration registered Mayor Wald and Councillor Johnson.
March 9, 2022	278 – 220309	C. Jacobs	MOVED that the Council for the Town of Grimshaw approves administration directing McIntosh Perry to tender the following paving project subject to availability of funding: 53 Street from 42 avenue to 45 avenue	Administration contacted Micintosh Perry.
March 9, 2022	281 - 220309	C. Johnson	MOVED that the Council for the Town of Grimshaw donate \$2500.00 towards the Alberta Pond Hockey Association.	Administration submitted a cheque request.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR107715

March 1, 2022

Her Worship Wendy Wald
Mayor
Town of Grimshaw
PO Box 377
Grimshaw AB T0H 1W0

Dear Mayor Wald:

I received the Town of Grimshaw's January 28, 2022, letter regarding the request for a time extension to complete the Walking Path Construction (From 59 Street to CN Rail Crossing) Municipal Stimulus Program (MSP) project.

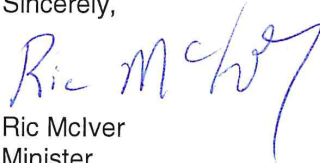
I have reviewed the new information and can appreciate the challenges that you are facing with the project. As such, I am pleased to approve your request for a time extension. The MSP funding for this project must be expended by December 31, 2022, as further time extensions will not be granted. Project reporting will now also be required in 2023.

I look forward to learning of the successful completion of the project.

Should you have any other questions regarding the MSP program, please contact one of our grant advisors toll-free by first dialing 310-0000, then 780-422-7125, or by email at ma.municipalstimulus@gov.ab.ca.

Thank you again for writing.

Sincerely,



Ric McIver
Minister

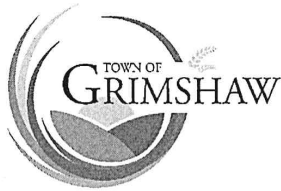
cc: Brian Allen, Chief Administrative Officer, Town of Grimshaw
Terry Websdale, Director of Finance, Town of Grimshaw



320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Classification: Protected A

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REQUEST FOR DECISION

SUBJECT: Approval of the 2022 Operating Budget

SUBMISSION TO: Council

MEETING DATE: March 23, 2022

DEPARTMENT: Administration

RELEVANT LEGISLATION:

Section 242 (1) and Section 243(1) of the MGA.

RECOMMENDED ACTION:

That Council adopt the operating budget as presented.

BACKGROUND/PROPOSAL:

Per Section 243 of the MGA, council must approve an operating budget. Administration has prepared an operating budget with revenues of \$4,115 M and expenditures of \$7,697 M. Taxes of ~\$2,435 M.

BENEFITS OF THE RECOMMENDED ACTION:

Compliance with the MGA. Clarity to Administration

DISADVANTAGES OF THE RECOMMENDED ACTION:

None.

FINANCIAL IMPACT:

As noted above.

PUBLIC ENGAGEMENT:

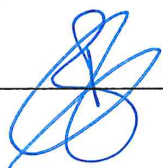
None at this time.

ATTACHMENT(S):

2022 Operating Budget Summary Sheet.
MGA 242(1) Adoption of Operating Budget.
MGA 243(1) Contents of Operating Budget

REVIEWED AND APPROVED FOR SUBMISSION

DEPARTMENT MANAGER: Terry Websdale DATE: March 15, 2022

CHIEF ADMINISTRATIVE OFFICER:  DATE: March 16/22

TOWN OF GRIMSHAW OPERATING BUDGET 2021				TOWN OF GRIMSHAW OPERATING BUDGET 2022			
SUMMARY		SUMMARY		SUMMARY		SUMMARY	
DEPARTMENT	REVENUES	EXPENSES	TAX REVENUE REQUIRED	% Change TAX \$ Required	REVENUES	EXPENSES	TAX REVENUE REQUIRED
Council	11	-	78,435.00	-8%	-	79,988.56	79,988.56
General Municipal	12	1,540,173.78	876,623.78	3%	1,492,941.15	831,291.15	-661,650.00
General Administration	12	160,250.00	1,107,399.23	12%	131,650.00	1,092,714.47	961,064.47
RCMP	21	18,120.00	96,327.00	-541%	18,120.00	122,309.00	104,189.00
Fire	23	27,000.00	224,641.45	2%	30,000.00	242,806.23	212,806.23
Disaster	24	-	800.00	12%	-	800.00	800.00
OH&S	25	-	-	-100%	-	-	-
Bylaw Enforcement	26	17,150.00	72,412.43	-3%	15,450.00	74,927.53	59,477.53
Transportation	32	2,000.00	1,628,764.90	0%	24,316.00	1,712,430.27	1,688,114.27
Water	41	672,800.00	603,701.03	-104%	740,500.00	605,274.87	-135,225.13
Sewer	42	318,000.00	110,509.78	4%	313,150.00	127,957.48	-185,192.52
Garbage	43	383,030.00	334,854.40	21%	384,050.00	323,600.00	-60,450.00
FCSS	51	178,375.00	200,027.48	160%	179,076.00	200,013.95	20,937.95
Cemetery	56	6,300.00	23,385.00	14%	7,500.00	21,587.00	14,087.00
Economic Development	60	39,960.00	94,400.00	-10%	39,960.00	95,400.00	55,440.00
Comm. Dev./Planning	61	49,400.00	188,400.00	-6%	49,390.00	201,500.00	152,110.00
Kennedy School	68	12,950.00	86,053.50	463%	24,100.00	61,800.00	37,700.00
Dev. Appeal Board	69	-	1,400.00	-53%	-	1,500.00	1,500.00
Shared Spaces	70	-	57,200.00	-35%	100.00	48,250.00	48,150.00
Community Services	71	-	103,631.65	-4%	-	93,353.48	93,353.48
Arena	72	284,721.00	777,485.49	-3%	297,111.00	808,035.08	510,924.08
Pool	73	63,380.00	184,500.10	-77%	66,700.00	202,237.11	135,537.11
Fitness Centre	74	81,500.00	150,386.06	-8%	119,170.00	193,541.00	74,371.00
Parks	75	12,500.00	202,104.79	-6%	12,500.00	195,023.99	182,523.99
Field House	76	159,920.00	209,559.79	-40%	169,420.00	209,560.98	40,140.98
Elk's Hall	77	36,000.00	30,900.00	60%	-	4,000.00	4,000.00
Library	78	-	123,139.00	5%	-	129,895.00	129,895.00
Tourism	79	-	20,334.00	-6%	-	18,023.00	18,023.00
TOTALS		4,063,529.78	7,587,375.88		4,115,204.15	7,697,820.14	3,582,615.99
Less amortization costs (non cash)			1,159,300				1,147,400
net tax required			2,364,546.10				2,435,215.99
	prior year		2,363,154.53		prior year		2,364,546.10
	increase		1,391.57		increase		70,669.89

0.1% Increase in taxes

3.0% Increase in taxes

2022 Draft Budget
2022-03-15

Budgets**Adoption of operating budget**

242(1) Each council must adopt an operating budget for each 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.

1994 cM-26.1 s242

Contents of operating budget

243(1) An operating budget must include the estimated amount of each of the following expenditures and transfers:

- (a) the amount needed to provide for the council's policies and programs;
- (b) the amount needed to pay the debt obligations in respect of borrowings made to acquire, construct, remove or improve capital property;
- (b.1) the amount of expenditures and transfers needed to meet the municipality's obligations as a member of a growth management board;
- (c) the amount needed to meet the requisitions or other amounts that the municipality is required to pay under an enactment;
- (c.1) the amount of expenditures and transfers needed to meet the municipality's obligations for services funded under an intermunicipal collaboration framework;
- (d) if necessary, the amount needed to provide for a depreciation or depletion allowance, or both, for its municipal public utilities as defined in section 28;
- (e) the amount to be transferred to reserves;
- (f) the amount to be transferred to the capital budget;
- (g) the amount needed to recover any shortfall as required under section 244.

(2) An operating budget must include the estimated amount of each of the following sources of revenue and transfers:

- (a) property tax;
- (b) business tax;
- (c) business improvement area tax;
- (c.1) community revitalization levy;
- (d) special tax;
- (e) well drilling equipment tax;
- (e.1) clean energy improvement tax;
- (f) local improvement tax;
- (f.1) community aggregate payment levy;
- (g) grants;
- (h) transfers from the municipality's accumulated surplus funds or reserves;
- (i) any other source.

(3) The estimated revenue and transfers under subsection (2) must be at least sufficient to pay the estimated expenditures and transfers under subsection (1).

(3.1) For the purposes of subsection (3), the estimated expenditures referred to in that subsection do not include any amortization of tangible capital assets unless the amortization is an amount required to provide for amortization of the tangible capital assets of a municipality's municipal public utilities as defined in section 28.

(4) The Minister may make regulations respecting budgets and that define terms used in this section that are not defined in section 241.

RSA 2000 cM-26 s243;2005 c14 s3;2015 c8 s34;
2016 c24 s19.1;2017 c13 ss1(19),2(5);2018 c6 s3

Financial shortfall

244(1) If the accumulated surplus, net of equity in tangible capital assets, is less than zero, the municipality must include a budgeted expenditure in the next calendar year that is sufficient to recover the shortfall.

(2) If a municipality has a shortfall referred to in subsection (1), the municipality may, with the Minister's approval, allocate the



REQUEST FOR DECISION

SUBJECT: Approval of the 2022 Capital Budget

SUBMISSION TO: Council

MEETING DATE: March 23, 2022

DEPARTMENT: Administration

RELEVANT LEGISLATION:

Sections 245 and 246 of the MGA.

RECOMMENDED ACTION:

That Council adopt the capital budget as presented.

BACKGROUND/PROPOSAL:

Per Section 245 of the MGA, council must approve a capital budget. Administration has prepared an capital budget with expenditures of \$2,890 M.

BENEFITS OF THE RECOMMENDED ACTION:

Compliance with the MGA. Clarity to Administration.

DISADVANTAGES OF THE RECOMMENDED ACTION:

None.

FINANCIAL IMPACT:

As noted above.

PUBLIC ENGAGEMENT:

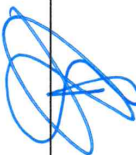
None at this time.

ATTACHMENT(S):

2022 Capital Budget Sheet
MGA 245 Adoption of Capital Budget
MGA 246 Contents of Capital Budget

REVIEWED AND APPROVED FOR SUBMISSION

DEPARTMENT MANAGER: Terry Webber DATE: MARCH 15, 2022

CHIEF ADMINISTRATIVE OFFICER:  DATE: MARCH 16/22

Depart:	Name	Amount	Reserves																								
			Grants																								
			MSI Capital	CCBF/ FGTF	Muni Stim Prog	MOST Grant	Gen Admin	RCMP	Fire	Trans	Water - Cap	Sewer	Cemetery	FCSS	Reg Econ Dev	Medical Bursary	Kennedy	Shared Spaces	Rec - Arena	Pool - Cap	Fitness Center - Cap	Parks - Cap	FH Cap	Elks / Spray Park	Capital replace.		
			483,196	590,376	80,000		60,911	34,000	311,824	802,585	406,684	304,460	90,871	12	70,684	94,000	77,760	33,217	1,164,528	103,097	120,030	152,975	168,000	432,503	259,836	4,687,977	
Admin	Server Upgrade	\$ 29,000					29,000																				29,000
Arena	Mechanical equipment (heating/co	\$ 20,000																	20,000								20,000
Arena	Ice Plant - cooling Tower upgrade	\$ 300,000																	300,000								300,000
Cemetery	Improvements (gate, fence, topso	\$ 25,000											25,000														25,000
Field House	40 Foot sea can (w/shipping)	\$ 13,000																				13,000					13,000
Fire	SCBA	\$ 182,000							182,000																		182,000
Infrastructure	2021 Holdbacks	\$ 64,582	64,582																								64,582
Infrastructure	Paving 53 Street	\$ 432,300	307,190							125,110																	432,300
Infrastructure	Paving 47A Street	\$ 701,800	111,424	590,376																							701,800
Infrastructure	Sidewalk / Walking Trails	\$ 80,000			80,000																						80,000
Kennedy Site	lights / windows	\$ 20,000															20,000										20,000
Parks	Playground Upgrades	\$ 80,000																				80,000					80,000
Pool	Spray Park	\$ 400,000																						400,000			400,000
Public Works	Used Gravel Truck	\$ 100,000								100,000																	100,000
Public Works	Bobcat / broom / snow blade / salt	\$ 82,204								82,204																	82,204
Public Works	skid steer trailer	\$ 13,000								13,000																	13,000
Public Works	John Deere Ztrak	\$ 18,500								18,500																	18,500
Public Works	2022 1/2 ton truck	\$ 53,750								53,750																	53,750
Visitor Informa	Monument -clean up front area	\$ 7,500																				7,500					7,500
W & S	Clean Tech continuous monitoring	\$ 13,320									13,320																13,320
W & S	Reservoir cleaning of the storage	\$ 9,240									9,240																9,240
W & S	Hydrant/ Valve Upgrade	\$ 29,511									29,511																29,511
W & S	Water Services Replacement	\$ 105,600									105,600																105,600
W & S	Lagoon Cleaning (north and south	\$ 75,000										75,000															75,000
W & S	Sewer main replacements	\$ 35,000										35,000															35,000
Total Spending		2,890,307	483,196	590,376	80,000	-	29,000	-	182,000	392,564	157,671	110,000	25,000	-	-	-	20,000	-	320,000	-	-	87,500	13,000	400,000	-	-	2,890,307
Carry Forward			-	-	-	-	31,911	34,000	129,824	410,021	249,013	194,460	65,871	12	70,684	94,000	57,760	33,217	844,528	103,097	120,030	65,475	155,000	32,503	259,836	-	2,951,242

Reserves:

Start of year	3,965,161
Transfer to Reserves	722,816
Spending of Reserves	1,736,735
End of Year	2,951,242
Amortization of ~	1,179,250

expenditures to cover the shortfall over more than one calendar year.

(3) If for any given year a municipality has a shortfall referred to in subsection (1), the Minister may, if the Minister considers it necessary to do so, establish that municipality's annual budget for the next calendar year, and that annual budget

(a) is for all purposes the municipality's annual budget for that calendar year, and

(b) may not be amended or replaced by council.

RSA 2000 cM-26 s244:2015 c8 s35

Adoption of capital budget

245 Each council must adopt a capital budget for each calendar year.

1994 cM-26.1 s245

Contents of capital budget

246 A capital budget must include the estimated amount for the following:

(a) the amount needed to acquire, construct, remove or improve capital property;

(b) the anticipated sources and amounts of money to pay the costs referred to in clause (a);

(c) the amount to be transferred from the operating budget.

1994 cM-26.1 s246

Tax bylaws

247 No municipality may pass a property tax bylaw or business tax rate bylaw in respect of a year unless the operating and capital budget for that year have been adopted by council or established by the Minister under section 244.

1994 cM-26.1 s247

Expenditure of money

248(1) A municipality may only make an expenditure that is

(a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,

(b) for an emergency, or

(c) legally required to be paid.



REQUEST FOR DECISION

SUBJECT: Transfer of 2021 surplus dollars to the 2022 Operating Budget

SUBMISSION TO: Council

MEETING DATE: March 23, 2022

DEPARTMENT: Administration

RELEVANT LEGISLATION:

MGA Section 243 (2), (h)

RECOMMENDED ACTION:

Council directs Administration to transfer from the operating budget (2021), the sum of \$115,000 into an operating reserve for the purposes of funding 2022 operations. This sum will be drawn out in 2022 and used to supplement the revenues of the 2022 fiscal year. This will assist in keeping the tax increase of 2022 at a manageable level.

BACKGROUND/PROPOSAL:

Movement of surplus 2021 operational dollars into a reserve at the close of the 2021 year, and then draw upon them for the 2022 fiscal year.

BENEFITS OF THE RECOMMENDED ACTION:

Better management of the 2022 spending in the 2022 Operating budget.

DISADVANTAGES OF THE RECOMMENDED ACTION:

If not done, the surplus dollars will simply go into the retaining earnings account and not technically be available for spending in the operational budget.

FINANCIAL IMPACT:

Lessens the property tax requirements for the 2022 fiscal year.

PUBLIC ENGAGEMENT:

None required.

ATTACHMENT(S):

MGA Section 243 (2), (h)

REVIEWED AND APPROVED FOR SUBMISSION

DEPARTMENT MANAGER: Terry Websdale

DATE: MARCH 15, 2022

CHIEF ADMINISTRATIVE OFFICER: 

DATE: MARCH 16/22

Budgets**Adoption of operating budget**

242(1) Each council must adopt an operating budget for each 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.

1994 cM-26.1 s242

Contents of operating budget

243(1) An operating budget must include the estimated amount of each of the following expenditures and transfers:

- (a) the amount needed to provide for the council's policies and programs;
- (b) the amount needed to pay the debt obligations in respect of borrowings made to acquire, construct, remove or improve capital property;
- (b.1) the amount of expenditures and transfers needed to meet the municipality's obligations as a member of a growth management board;
- (c) the amount needed to meet the requisitions or other amounts that the municipality is required to pay under an enactment;
- (c.1) the amount of expenditures and transfers needed to meet the municipality's obligations for services funded under an intermunicipal collaboration framework;
- (d) if necessary, the amount needed to provide for a depreciation or depletion allowance, or both, for its municipal public utilities as defined in section 28;
- (e) the amount to be transferred to reserves;
- (f) the amount to be transferred to the capital budget;
- (g) the amount needed to recover any shortfall as required under section 244.

(2) An operating budget must include the estimated amount of each of the following sources of revenue and transfers:

- (a) property tax;
- (b) business tax;
- (c) business improvement area tax;
- (c.1) community revitalization levy;
- (d) special tax;
- (e) well drilling equipment tax;
- (e.1) clean energy improvement tax;
- (f) local improvement tax;
- (f.1) community aggregate payment levy;
- (g) grants;
- (h) transfers from the municipality's accumulated surplus funds or reserves;
- (i) any other source.

(3) The estimated revenue and transfers under subsection (2) must be at least sufficient to pay the estimated expenditures and transfers under subsection (1).

(3.1) For the purposes of subsection (3), the estimated expenditures referred to in that subsection do not include any amortization of tangible capital assets unless the amortization is an amount required to provide for amortization of the tangible capital assets of a municipality's municipal public utilities as defined in section 28.

(4) The Minister may make regulations respecting budgets and that define terms used in this section that are not defined in section 241.

RSA 2000 cM-26 s243;2005 c14 s3;2015 c8 s34;
2016 c24 s19.1;2017 c13 ss1(19),2(5);2018 c6 s3

Financial shortfall

244(1) If the accumulated surplus, net of equity in tangible capital assets, is less than zero, the municipality must include a budgeted expenditure in the next calendar year that is sufficient to recover the shortfall.

(2) If a municipality has a shortfall referred to in subsection (1), the municipality may, with the Minister's approval, allocate the



REQUEST FOR DECISION

SUBJECT: SIGNING AUTHORITY FOR THE TOWN OF GRIMSHAW

SUBMISSION TO: COUNCIL

MEETING DATE: MARCH 23, 2022

DEPARTMENT: ADMINISTRATION

RELEVANT LEGISLATION:

MGA SECTION 213 (4)(a)

RECOMMENDED ACTION:

THAT THE SIGNING AUTHORITY FOR THE TOWN OF GRIMSHAW SHALL BE:

- 1. MAYOR: WENDY WALD**
- 2. DEPUTY MAYOR: STEPHEN HENNINGS**
- 3. CAO: BRIAN ALLEN**
- 4. DIRECTOR OF FINANCE: LARISSA HEMPLER**
- 5. MUNICIPAL SECRETARY: CONSTANCE HAMPTON**
- 6. TAX CLERK: DEBRA MALONE (LIMITED)**

BACKGROUND/PROPOSAL:

With the hiring of a new Director of Finance the Town needs to update the signing authority list. The ATB requires a motion of Council in order to implement a change to our banking information and requires a copy of the council meeting minutes approving the signing authority.

BENEFITS OF THE RECOMMENDED ACTION:

Updates to signing authority meet MGA and banking requirements.

DISADVANTAGES OF THE RECOMMENDED ACTION:

None

FINANCIAL IMPACT:

None

PUBLIC ENGAGEMENT:

None

ATTACHMENT(S):

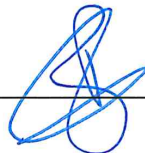
MGA Section 213 (4)(a)

REVIEWED AND APPROVED FOR SUBMISSION

DEPARTMENT MANAGER: _____

DATE: _____

CHIEF ADMINISTRATIVE OFFICER: _____



DATE: March 17/2022

to the designated officer has not been assigned to any designated officer by council.

1994 cM-26.1 s210

Revocation

211(1) A municipality may revoke with or without cause the appointment of a person to the position of a designated officer.

(2) A designated officer whose appointment is revoked without cause is, subject to any written agreement between the municipality and the officer, entitled to reasonable notice or to compensation instead of reasonable notice.

(3) A designated officer whose appointment is revoked with cause is, subject to any written agreement between the municipality and the officer, not entitled to reasonable notice or to compensation instead of reasonable notice.

1994 cM-26.1 s211;1995 c24 s25

Delegation by designated officer

212 A designated officer may delegate any of the officer's powers, duties or functions under this or any other enactment or bylaw to an employee of the municipality.

1994 cM-26.1 s212

Fidelity bond

212.1(1) Starting with the 1998 financial year, the council of each municipality must annually obtain a fidelity bond, or equivalent insurance, in an amount the council considers appropriate.

(2) The fidelity bond or equivalent insurance must cover

- (a) the chief administrative officer of the municipality,
- (b) the designated officers of the municipality, and
- (c) other employees of the municipality

while carrying out duties relating to any money or security belonging to or held by the municipality.

1997 c19 s3

Signing or authorization of municipal documents

213(1) Minutes of council meetings must be signed by

- (a) the person presiding at the meeting, and
- (b) a designated officer.

(2) When council has delegated a power, duty or function to a council committee, the minutes of a council committee meeting that deal with the power, duty or function must be signed by

- (a) the person presiding at the meeting, and
- (b) a designated officer.

(3) Bylaws must be signed by

- (a) the chief elected official, and
- (b) a designated officer.

(4) Agreements and cheques and other negotiable instruments must be signed or authorized

- (a) by the chief elected official or by another person authorized by council to sign them, and
- (b) by a designated officer,

or by a designated officer acting alone if so authorized by council.

(5) A signature may be printed, lithographed or otherwise reproduced if so authorized by council.

1994 cM-26.1 s213

Destruction of records

214(1) A council may authorize the destruction of the original bylaws and minutes of council meetings if the originals have been recorded on microfiche or on another system that will enable copies of the originals to be made.

(2) A council may pass a bylaw respecting the destruction of other records and documents of the municipality.

(3) A bylaw under subsection (2) must provide that if an individual's personal information will be used by the municipality to make a decision that directly affects the individual, the municipality must retain the personal information for at least one year after using it so that the individual has a reasonable opportunity to obtain access to it.

1994 cM-26.1 s214

Prohibition of certain agreements with employees

215(1) An agreement made on or after January 1, 1995 between a municipality and an employee of a municipality in which the municipality is to provide a service or commodity to the employee is void.

Grimshaw Regional Healthcare Attraction and Retention Committee Virtual Meeting

March 7, 2022, at 7:00 PM

Present

M.D. of Peace 135

Theresa Johnson, Councillor, tjohnson@mdpeace.com

Barbara Johnson, CAO bjohnson@mdpeace.com

Town of Grimshaw

Brian Allen, CAO, cao@grimshaw.ca

Stacey Messner, Councillor, Stacey.messner@grimshaw.ca

Carmen Johnson, Councillor, Carmen.johnson@grimshaw.ca

County of Northern Lights

Brenda Yasinski, Councillor, yasinskib@countyofnorthernlights.com

Kayln Schug, Councillor, schugk@countyofnorthernlights.com

Theresa VanOort, CAO, cao@countyofnorthernlights.com

Village of Berwyn

Ken Montie, Councillor, krkmontie@hotmail.com

Alberta Health Services

Susan Smith, Susan.smith3@albertahealthservices.ca

- **Call to Order:**
Stacey Messner called the meeting to order at 7:03 p.m.
- **Approval of agenda:** Carmen Johnson moved the agenda be adopted as amended (addition of roundtable – item 10.) - CARRIED
- **Review meeting minutes:** Brenda Yasinski moved adoption of the minutes from December 13, 2021 – CARRIED.
- **RhPAP emails:** Emails from RhPAP are forwarded to committee members by Constance as she receives them. This item should be removed from the agenda unless specific emails are added for committee discussion.
- **RhPAP Grant Application:** Information regarding the RhPAP attraction and retention grant was provided. Administration is to email the previous grant report to committee members for discussion and further decision to apply for the grant in 2022.
- **Welcome Event for Dr. Ras:** Dr. Ras should be working in Grimshaw by the end of March. Committee members discussed hosting an event welcoming Dr. Ras and her family to our community. Invitations should go out to doctors and clinic staff as well as nurses and Hospital staff, along with Committee members. Although Legion Friday suppers are not currently happening, Barbara Johnson will ensure that this topic will be brought to a Legion meeting for consideration. The recognition event for Dr. Ras should be held in April or May and the committee will await the Legion decision and proceed accordingly.
- **Member at Large Application:** Ken Montie moved that Charlene Cavers application for member at large be accepted, and Charlene be appointed to the committee – CARRIED.
- **Terms of Reference:** Theresa Johnson moved the Terms of Reference be accepted as presented – CARRIED.
- **Budget discussion:** Rather than develop a line-item budget it was discussed that the elected committee members would inform their municipalities that the committee would continue to receive \$12,000 annually and would have the discretion to utilize the funds for various attraction/retention initiatives as determined by the committee, with any unused funds being applied to the bursary/scholarship reserve.
- **Roundtable:** A scholarship/bursary sub-committee was struck with membership consisting of Ken Montie, Carmen Johnson and Kayln Schug along with assistance from the CAO's. Committee members shared their vision/expectations of the committee moving forward.
- **Next meeting date:** June 13, 2022
- **Adjourn:** The meeting was adjourned at 8:34 p.m.

REGULAR MEETING

The minutes of the regular meeting of the Long Lake Regional Waste Management Services Commission held February 22, 2022.

PRESENT:

1. Village of Berwyn
Ken Montie, Vice Chairperson
2. Town of Grimshaw
Stephen Hennings, Chairperson
3. Town of Manning
Robert McLeod, Director
4. County of Northern Lights
Brenda Yasinski, Director
5. Long Lake Regional Waste-
Neil Vance and Therese Vance

A. CALL TO ORDER:

Stephen Hennings called the meeting to order at 7:09 p.m.

B. ADOPTION OF AGENDA:

2741-022222 KEN MONTIE MOVED adoption of the agenda as presented.

CARRIED UNANIMOUSLY

C. DELEGATIONS AND TOPICS:

D. ADOPTION OF THE MINUTES:

2742-022222 BRENDA YASINSKI MOVED adoption of the minutes for the regular meeting held January 18, 2022.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM MINUTES:

1. Directors Insurance – Reply from RMA Insurance.

2743-022222 ROBERT McLEOD MOVED to accept the above as information.

CARRIED UNANIMOUSLY

2. Amendment of Master Agreement – Brownlee LLP.

2744-022222 KEN MONTIE MOVED to make amendments to the Master Agreement as discussed.

CARRIED UNANIMOUSLY

F. ACCOUNTS AND FINANCE:

1. Accounts Payable and Financial Statement:

2745-022222 BRENDA YASINSKI MOVED that the accounts payable and financial statement be accepted as presented.

CARRIED UNANIMOUSLY

G. CHAIRPERSONS REPORT:

H. CONTRACTORS CONCERNS/REPORTS/INFORMATION:

1. 2021 Audit set for February 11, 2022 – went well.

2746-022222 ROBERT McLEOD MOVED the above be accepted as informational.

CARRIED UNANIMOUSLY

I. MEMBER CONCERNS: None

J. NEW BUSINESS:

1. M.D. of Peace No. 135 Joining – Approvals – waiting on one more reply. Tabled to next meeting.
2. Cards of Municipality Users – Quote – Tabled to next meeting.
3. Regional Landfill Sign – Quotes – Tabled to next meeting.
5. Clean Farms Container Collection Program Closures – Weberville, Manning, Grimshaw.

2747-022222 BRENDA YASINSKI MOVED to accept the above as informational.

CARRIED UNANIMOUSLY

K. BYLAWS:

L. CORRESPONDENCE: NONE

M. "IN PRIVATE":

J.4. Main Site Contract – Renewal/Amendment

2748-022222 BRENDA YASINSKI MOVED the matter be held "in private" under the FOIP Act for personnel contract.

CARRIED UNANIMOUSLY

Neil Vance and Therese Vance excused themselves. Returned

2749-022222 BRENDA YASINSKI MOVED the matter out of private.

CARRIED UNANIMOUSLY

2750-022222 KEN MONTIE MOVED that the Main Site Operations Agreement be amended as discussed.

CARRIED UNANIMOUSLY

N. NEXT MEETING/ADJOURNMENT:

2751-022222 BRENDA YASINSKI MOVED that the next meeting be held Monday, March 21, 2022 at the Dixonville Senior Centre.

CARRIED UNANIMOUSLY

Meeting was adjourned at 9:13 p.m.

(Chairperson)

(Recording Secretary)



North Peace Housing Foundation

6780 – 103 Ave., Peace River, AB, T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

North Peace Housing Foundation Board Meeting Synopsis – March 2, 2022

1. Administration

COVID-19 Update

Outbreaks:

As reported throughout the month, the Foundation has experienced outbreaks at the Del Air Lodge, Harvest Lodge and Heritage Tower Lodge. At this point in time, few residents are having to remain in isolation or continue to mask; there are several residents who tested positive for COVID who remain in hospital. The number of residents and staff testing positive has decreased and we are hopeful that all remaining residents affected will recover over the next week.

Vaccination and Rapid Test Policy:

The Foundation continues to hold off on the implementation of the Vaccination and Rapid Test Policy as advised by Legal Council.

Based on the announcements and commentary from Premier Jason Kenney's press conference on February 8, there is significant risk that much of the valid context and points that made vaccination or rapid test workplace policies prudent and enforceable up until now have likely changed. There is risk that, moving forward, these types of vaccination or rapid test policies are susceptible to successful legal challenge.

One of the most significant statements made by Kenney was in the Q and A where he stated that the current data and science states that double vaccination provides little to no additional protection from contraction and transmission of the Omicron variant, and really at this point the only difference between vaccinated and unvaccinated individuals is preventing serious health outcomes. If there is no material added protection in respect of transmission, this significantly dilutes all the factors previously relied upon to justify having a policy like this in the workplace for OH&S safety purposes.

Licensed Supportive Living (including Lodge) will most likely, as it has in the past, fall under Continuing Care which is included in Step 3 of Alberta's easing of public health restrictions. With that said, we are unsure of what measures are in fact being referenced in Step 3, and depending on what they are, may impact the noted concerns with the ongoing enforceability of vaccination or rapid test policies in our industry.

Proof of Vaccination:

As of November 15, 2021, the Foundation has required all visitors and volunteers to provide proof of vaccination, or a negative rapid test result, to enter any of our Seniors Lodges.

Board Meeting Synopsis –March 2, 2022

Page 2

Once Premier Jason Kenney announced that the Restrictions Exemption Program was rescinded effective February 9, Administration discussed removing the Proof of Vaccination program in our facilities. After lengthy discussion, we determined that the appropriate course of action was to survey the Residents to determine what they were comfortable with. In all 4 Lodges, the majority of the Residents wanted to continue with the program for the time being. We will survey the Residents again in the upcoming weeks.

Nominal Sum Properties

No update.

West View Condominium Project

No update.

Del Air Redevelopment

On February 9, the Steering Committee met for the first time to receive a project and operating update. There were representatives from Alberta Seniors and Housing, NPHF, Alberta Health, and Alberta Health Services.

There is good progress as we are now at the end of the Pre-Award phase. The schematic design is being developed, and it is encouraging that the project scope and budget are in alignment.

There is currently no contractual agreement with AHS as funding has not been approved at this point. AHS will be forwarding clinical requirements for the design.

On February 11 and 25, the Planning Committee met for an update on design and construction. Consultant teams are meeting and progressing the Pre-Award design. Over 50% design progress is reported, and construction and design teams are working closely to establish tender and procurement timelines. The current tender schedule is to begin mid-April.

Construction mobilization is to begin in May of 2022, however temporary fencing and signage may be erected before that time. Timing around the removal of the 2 existing houses is yet to be determined but is hoped to happen in April.

General

Heritage Tower HVAC System Replacement

North Peace Housing received a delivery update from Engineered Air stating that the Heritage Tower Make-up Air units are tentatively scheduled to be ready for delivery in mid May. The units were released to production on October 6 after receiving the reviewed shop drawings back from the Mechanical Engineer on October 5.

The Foundation requested a contract extension for the installation of the Make-up Air units until September 30, as we were concerned about installing the units during the warm summer months; our request was approved.

The contract for the condensing units is out and closes on March 17, 2022.

Human Resources

We have completed the interviews for the Peace River Housing Accommodations Manager (Senior Portfolio) position and hope to make a final decision in the upcoming week.

Harvest/Garrison Manor Parking

Administration is currently consulting with a real estate appraiser.

2. Resident and Tenant Levels

As of the end of January 2022, we had a total of 175 lodge residents, down 3 from the month of December. Our lodge unit occupancy at the end of January was 76% of the 224 lodge units occupied.

We had 111 occupied Senior Self-Contained units at the end of January, consistent with the previous month. Our occupancy rate at the end of January was 85%.

Garden Court Seniors Apartments had 57 of the 63 units occupied at the end of January, consistent with the month of December; our occupancy rate was 90%. We had 5 out of the 8 trailers in Cadotte occupied at the end of January, up one from the previous month.

The Family Housing program had 75 of the 123 units occupied, consistent with the previous month, and 21 of the 36 Rural units occupied, up 2 from the month of December, with an overall occupancy of 60%.

We had 24 Rent Assistance Benefit (RAB) recipients in January, consistent with the month of December.

Board Actions and Decisions

The Board directed that the 2022 Lodge Budget be amended to include \$120,812.00 for furniture for Heritage Tower Lodge and that it be funded from the 2021 accumulated surplus.

The Board directed Administration to respond to the letter regarding concerns with the Foundation's declaration of income process.

The Board directed that Corporate Policy 2.5 Tendering and Quotation Policy be accepted as presented.

Tammy Menssa
Executive Director



Board Meeting Highlights February 26, 2022 (via Zoom)

This summary is designed to keep you informed about Peace Library System (PLS) activities and Board decisions. It is distributed to member councils, library boards and the PLS Board of Directors after each Board meeting.

The Board held a full Board meeting on 26 February over Zoom.

The CEO reported that the year-end rollover was completed and Technical Services is now operating on FY2022. Presentations to councils have nearly been completed, and when they're done she will start visits to library boards. The first half of grant payments to service point libraries have been sent. Municipal Affairs announced that library grants would remain the same levels and using 2016 population figures into 2022. Finally, the TRAC Advisory Council meeting has been scheduled for May 2022.

The Consulting Services Manager reported consulting visits continued through the fall and winter both in person and virtual and that the two new consultants have settled in and are doing visits as well. She reported that LibPAS reports were being completed for all member libraries as well as the service point libraries. TD Summer Reading club planning is underway with the theme of "Once Upon A Time". She reported on e-resource usages statistics and on the planning for the 2022 conference.

The IT Services Manager reported that Polaris clean-up work is being done to clear out old records. Staff have been working on a workstation inventory and a reconfiguration of the wi-fi networks. The PLS-Staff network has been retired as of February. The final upgrades to SuperNet 2.0 are nearly finished and should be completed by March.

The Technical Services Manager reported that acquisitions had slowed down over the Christmas break but is now picking up, and that cataloguing is working through a small backlog now. As well, the revised courier routes have been well received and are working well.

Revisions were approved for the following policies: *Working Alone Policy, Alberta Library (TAL) Card Policy.*

Additionally, end of the year allotment fund balances were reviewed, the Indigenous Services report was reviewed and the server replacement project for TRAC was discussed, as was that the Province would not be funding RBDigital anymore, since it has been absorbed by Overdrive, and instead used the funds to supplement the Overdrive e-magazine fee for 2022.

Quick Facts 2022

Population Served: 178,009
Members: 37 municipalities & 1 Métis Settlement
Member Public Libraries: 46
Contracting Schools: 34
Chair: Carolyn Kolebaba (Northern Sunrise County)
CEO: Louisa Robison

Present:

Carolyn Kolebaba, Chair
Gena Jones
Ann Stewart
Denise Joudrey
Amber Bean
Dalen Richardson
Stan Golob
Meesha Bainton
Mike O'Connor
Tom Burton
Alison Bjornson
Brad Pearson
Greg Pasichnuk
Margaret Jacob
Agnus Roshuk
Tahirih Wiebe
Theresa Johnson
Elaine Manzer
Michelle Farris
Clinton Froehlick
Kimberly Hughes
Elaine Garrow
Alain Blanchette
Harry Ezio
Tanya Boman

Northern Sunrise County
Town of Beaverlodge
Big Lakes County
Birch Hills County
Clear Hills County
MD of Fairview
Town of Fairview
Town of Fox Creek
City of Grande Prairie
MD of Greenview
Village of Hines Creek
MD of Lesser Slave River
Town of Manning
Town of McLennan
Village of Nampa
MD of Opportunity
MD of Peace
Town of Peace River
Town of Rainbow Lake
Town of Sexsmith
Town of Slave Lake
MD of Spirit River
MD of Smoky River
Town of Spirit River
Town of Valleyview

Regrets:

Cindy Hockley
Karen Rosvold
Belinda Halabisky
Vacant
Vacant

Village of Berwyn
County of Grande Prairie
County of Northern Lights
Village of Donnelly
Village of Girouxville

Absent:

Lindsay Brown
Carmen Johnson
Brent Anderson
James Waikle
Reta Nooskey

Town of Falher
Town of Grimshaw
Town of High Level
Town of High Prairie
Paddle Prairie Métis
Settlement
Village of Rycroft
Saddle Hills County
Town of Wembley

Roxann Dreger
Kristen Smith
Anna Underwood

Connecting libraries, people and resources
through teamwork, technology and training

Peace Library System acknowledges Treaty 8 territory as well as the Métis Nation of Alberta. Peace Library System libraries are located on territory that provided a travelling route and home to many Indigenous peoples.



The Town of Grimshaw

Serving 1626 Customer Sites in the Town of Grimshaw

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

Customer Breakdown

Rate Class	2020 Number of Sites	2021 Number of Sites
Company Farm	1	1
General Service	160	160
Industrial	14	12
Oilfield	0	0
Residential	1169	1169
Sentinel Lights	16	16
Street Lights	268	268
Total Number of Sites	1628	1626

Franchise Fee and Taxes

	2021 Actual	2022 Forecast
Wires Distribution Revenue	\$2,363,053	\$2,738,778
Franchise Fee %	@ 6%	@ 6%
Franchise Fee on Revenue	\$141,783	\$164,326
Distribution Linear Taxes	\$30,566	\$31,562
Total Estimated Fee + Tax	\$172,349	\$195,888

Based on 2021 actual revenue, a franchise fee increase of 1% would increase fee payments by \$23,630 per year.

System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (*SAIDI/SAIFI definitions under Supporting Information)

Outages	2020	2021
*SAIFI (Feeder Average)	0.2	0.1
*SAIDI (Feeder Average)	1.0	0.2
ATCO Electric (System Average) SAIFI (Major Events Included)	1.7	1.6
ATCO Electric (System Average) SAIDI (Major Events Included)	6.2	4.9



Distribution Asset Maintenance Programs

Completed in 2020	Completed in 2021	Proposed for 2022
<ul style="list-style-type: none"> Patrol and Consenting Program Brushing Mechanical Program 	<ul style="list-style-type: none"> Regular System Maintenance 	<ul style="list-style-type: none"> Test and Treat Program Ground Rod Testing

Street Lights

Inventory Summary

Lamp Type	
Mercury Vapor	18
High Pressure Sodium	250
LED	29
Total	267

- Number of "lights-out" identified from the streetlight patrols: 40
- Number of temporary overhead repairs of streetlights: 0
- Number of underground repairs made: 0

Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. In 2021, our people raised \$1.98 million.

Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2021 can be found at: http://www.auc.ab.ca/regulatory_documents/Pages/Service_quality_and_reliability_plans.aspx
- 0 Customer complaints were received by the Alberta Utilities Commission for the Town of Grimshaw
- ATCO Electricity rates: <https://www.atco.com/en-ca/for-home/electricity/rates-billing.html>

Supporting Information

*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer power is interrupted.



Active outage information can be found at: <https://www.atco.com/en-ca/for-home/electricity/outages-emergencies/current-outage-map.html>

Davit Test and Treat Program – Program to test the structural integrity of our metal poles and treat to extend the life of the structure.

Pole Test and Treat Program – Program to test the strength of our wooden poles and treat poles to extend the life of the pole.

Ground Rod Testing – Program to test the ground rods which ensure stray electricity is grounded thus ensuring that our system is safe and reliable.

More detailed information available upon request.

Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

Carol Broadribb
Customer Sales Representative
ATCO Electricity
(780) 219-6558
Carol.Broadribb@atco.com

Aaron Finkbiner
Regional Manager
ATCO Electricity
(780) 573-4480
Aaron.Finkbiner@atco.com

Committee of Council Reports

General Government & Finance:

- Mayor Wald, Deputy Mayor Hennings
- Councillor Messner, Councillor Bissell

Protection to Persons and Property

- Councillor Jacobs, Councillor Sklapsky

Transportation & Infrastructure

- Councillor Sklapsky, Councillor Hennings

Environmental Health:

- Councillor Hennings, Councillor Sklapsky

Community Services:

- Councillor Jacobs, Councillor Johnson

Planning:

- Mayor Wald

Round Table:

System: 2022-03-18 12:01:00 PM
User Date: 2022-03-18

Town of Grimshaw
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 1
User ID: Connie

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2022-03-04
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
42424	CANAD03	CANADIAN TIRE	2022-03-09	OPERATING	PMCHQ00002172	\$529.14
42425	THES001	THE SOCIETY OF LOCAL GOVT MANA	2022-03-09	OPERATING	PMCHQ00002172	\$639.00
42426	VOLUN02	VOLUNTEER ALBERTA	2022-03-09	OPERATING	PMCHQ00002172	\$100.00
42427	ALBER34	ALBERTA POND HOCKEY ASSOCIATIO	2022-03-17	OPERATING	PMCHQ00002174	\$2,500.00
42428	FRANC01	FRANCOTYP-POSTALIA CANADA INC	2022-03-17	OPERATING	PMCHQ00002174	\$532.80
42429	GRIMS10	GRIMSHAW & DIST.CHAMBER OF COM	2022-03-17	OPERATING	PMCHQ00002174	\$112.50
42430	THEIN02	THE INSTALL SHOP	2022-03-17	OPERATING	PMCHQ00002174	\$105.00
42431	WIEBE03	WIEBE, BENJAMIN	2022-03-17	OPERATING	PMCHQ00002174	\$62.00
42432	WORKE01	WORKERS' COMPENSATION BOARD	2022-03-17	OPERATING	PMCHQ00002174	\$4,886.70
EFT0004658	RMA01	RURAL MUNICIPALITIES OF ALBERT	2022-03-04	OPERATING	PMCHQ00002169	\$11,170.75
EFT0004659	UNITE01	UNITED FARMERS OF ALBERTA	2022-03-09	OPERATING	PMCHQ00002170	\$743.30
EFT0004660	UNITE02	UNITED FARMERS OF ALTA.-PET AC	2022-03-09	OPERATING	PMCHQ00002171	\$8,971.76
EFT0004661	2243435	2243435 ALBERTA LTD.	2022-03-09	OPERATING	PMCHQ00002173	\$2,026.50
EFT0004662	2GPAR01	2G PARTS & EQUIPMENT	2022-03-09	OPERATING	PMCHQ00002173	\$1,913.73
EFT0004663	AARFP01	AARFP	2022-03-09	OPERATING	PMCHQ00002173	\$577.50
EFT0004664	ALBER17	ALBERTA BOILERS SAFETY ASSOC.	2022-03-09	OPERATING	PMCHQ00002173	\$157.50
EFT0004665	ALSCO01	ALSCO	2022-03-09	OPERATING	PMCHQ00002173	\$97.94
EFT0004666	APPLE01	APPLE FITNESS STORE LTD.	2022-03-09	OPERATING	PMCHQ00002173	\$105.53
EFT0004667	BEYON02	BEYOND 2000	2022-03-09	OPERATING	PMCHQ00002173	\$22.31
EFT0004668	GRIMS01	GRIMSHAW TRUCKING	2022-03-09	OPERATING	PMCHQ00002173	\$298.84
EFT0004669	HALER01	HALEREWICH, TRACY	2022-03-09	OPERATING	PMCHQ00002173	\$28.08
EFT0004670	ITPAR01	I.T. PARTNERS INC.	2022-03-09	OPERATING	PMCHQ00002173	\$4,402.55
EFT0004671	JUNCT01	JUNCTION MOTORS LTD.	2022-03-09	OPERATING	PMCHQ00002173	\$445.18
EFT0004672	KCLCO01	KCL CONSULTING INC.	2022-03-09	OPERATING	PMCHQ00002173	\$2,695.00
EFT0004673	LOCAL01	LOCAL AUTHORITY PENSION PLAN	2022-03-09	OPERATING	PMCHQ00002173	\$8,848.64
EFT0004674	LONET01	LONETECH ENT.	2022-03-09	OPERATING	PMCHQ00002173	\$4.87
EFT0004675	LOOMI02	LOOMIS EXPRESS	2022-03-09	OPERATING	PMCHQ00002173	\$218.97
EFT0004676	MILEZ02	MILE ZERO BANNER POST	2022-03-09	OPERATING	PMCHQ00002173	\$113.40
EFT0004677	NICKS01	NICK'S MECHANICAL MAINTENANCE	2022-03-09	OPERATING	PMCHQ00002173	\$1,160.83
EFT0004678	PATSA01	PAT'S AUTO SUPPLY	2022-03-09	OPERATING	PMCHQ00002173	\$1,668.36
EFT0004679	QUINT02	QUINTEL COMMUNICATIONS LTD.	2022-03-09	OPERATING	PMCHQ00002173	\$682.50
EFT0004680	RENTC01	RENTCO EQUIPMENT LTD.	2022-03-09	OPERATING	PMCHQ00002173	\$170.10
EFT0004681	RENT001	RENTOKILL STERITECH	2022-03-09	OPERATING	PMCHQ00002173	\$291.81
EFT0004682	SOURC01	SOURCE OFFICE FURNISHINGS	2022-03-09	OPERATING	PMCHQ00002173	\$1,461.60
EFT0004683	STAFF01	STAFF SOCIAL FUND	2022-03-09	OPERATING	PMCHQ00002173	\$41.58
EFT0004684	STEVE04	STEVE SZMATA & SONS LTD	2022-03-09	OPERATING	PMCHQ00002173	\$630.00
EFT0004685	ACCOR01	ACCORD ANSWERING SERVICE	2022-03-17	OPERATING	PMCHQ00002175	\$367.50
EFT0004686	BEYON02	BEYOND 2000	2022-03-17	OPERATING	PMCHQ00002175	\$873.56
EFT0004687	CRITI01	CRITICAL COMMUNICATION SOLUTIO	2022-03-17	OPERATING	PMCHQ00002175	\$148.05
EFT0004688	HARTI01	HART INDUSTRIAL SUPPLY LTD	2022-03-17	OPERATING	PMCHQ00002175	\$98.55
EFT0004689	ITRON01	ITRON CANADA	2022-03-17	OPERATING	PMCHQ00002175	\$1,701.11
EFT0004690	JUNCT01	JUNCTION MOTORS LTD.	2022-03-17	OPERATING	PMCHQ00002175	\$528.55
EFT0004691	LOCAL01	LOCAL AUTHORITY PENSION PLAN	2022-03-17	OPERATING	PMCHQ00002175	\$7,010.55
EFT0004692	LOOMI02	LOOMIS EXPRESS	2022-03-17	OPERATING	PMCHQ00002175	\$140.19
EFT0004693	MALOD01	MALONE, DEBI	2022-03-17	OPERATING	PMCHQ00002175	\$16.20
EFT0004694	NDSSE01	NORTHERN DIGITAL SERVICES	2022-03-17	OPERATING	PMCHQ00002175	\$551.25
EFT0004695	NIDIS01	NIDISH, BRIAN	2022-03-17	OPERATING	PMCHQ00002175	\$83.97
EFT0004696	PATSA01	PAT'S AUTO SUPPLY	2022-03-17	OPERATING	PMCHQ00002175	\$344.94
EFT0004697	RASMU03	RASMUSSEN, CARRIE	2022-03-17	OPERATING	PMCHQ00002175	\$150.00
EFT0004698	STAFF01	STAFF SOCIAL FUND	2022-03-17	OPERATING	PMCHQ00002175	\$41.58
EFT0004699	SYSO01	SYSO	2022-03-17	OPERATING	PMCHQ00002175	\$598.75
EFT0004700	THEST01	THE STORE	2022-03-17	OPERATING	PMCHQ00002175	\$180.86
EFT0004701	TOWN001	TOWN OF PEACE RIVER	2022-03-17	OPERATING	PMCHQ00002175	\$36,750.00
EFT0004702	WOLSE02	WOLSELEY WATERWORKS GROUP	2022-03-17	OPERATING	PMCHQ00002175	\$18,696.57
REMIT2051104145	MASTE01	MASTERCARD	2022-03-09		PMCHQ00002172	\$0.00

Total Cheques: 55

Total Amount of Cheques: \$126,698.45

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Date: 2022-03-16 8:49:12 AM
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 Audit Trail Code: PMTRX00003839

Town of Grimshaw
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000071884	INV	EASTL01 EASTLINK	17948601	2022-02-24	2022-02-24		
		Account	Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-32-00-217 Telephone	\$152.20	GSTRI 5%	\$7.25	\$7.25	\$144.95
		Voucher Total:	\$152.20		\$7.25	\$7.25	\$144.95 **
		Report Totals:	\$152.20		\$7.25	\$7.25	\$144.95 ***

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 Audit Trail Code: PMTRX00003838

Town of Grimshaw
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000071882	INV	NORTH01 NORTH PEACE GAS CO-OP LTD. Account	825723	2022-03-11	2022-04-10	Net 30 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-41-00-540 Utilities		\$194.17	GSTRI 5%	\$9.05	\$9.05	\$185.12
		Voucher Total:		\$194.17		\$9.05	\$9.05	\$185.12 **
000071883	INV	NORTH01 NORTH PEACE GAS CO-OP LTD. Account	825457	2022-03-11	2022-04-10	Net 30 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-41-00-540 Utilities		\$72.59	GSTRI 5%	\$3.41	\$3.41	\$69.18
		Voucher Total:		\$72.59		\$3.41	\$3.41	\$69.18 **
		Report Totals:		\$266.76		\$12.46	\$12.46	\$254.30 ***

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Town of Grimshaw
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000071824		CWBLE01	MAR 1/22	2022-03-01	2022-03-01		
INV		CWB NATIONAL LEASING INC					
		Account	Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-12-00-230	\$354.90	GSTRI 5%	\$16.90	\$16.90	\$338.00
		Professional & Special Service					
		Voucher Total:	\$354.90		\$16.90	\$16.90	\$338.00 **
		Report Totals:	\$354.90		\$16.90	\$16.90	\$338.00 ***

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