


May 28, 2024

AGENDA OF A MEETING OF THE COUNCIL OF THE MUNICIPAL DISTRICT OF FAIRVIEW NO. 136, TO BE HELD IN THE COUNCIL CHAMBERS, THE MUNICIPAL DISTRICT OF FAIRVIEW NO. 136 MUNICIPAL OFFICE, FAIRVIEW, ALBERTA, AT 9:00 A.M. ON MAY 28th, 2024.

9:00 a.m.

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - * A. Council Meeting Minutes – May 14, 2024
4. FINANCE
 - * A. Statement of Operations to April 30, 2024
5. STAFF REPORTS
 - * A. Chief Administrative Officer Report
 - * B. Director of Agriculture and Parks Report
 - * C. Director of Public Works Report

10:00 a.m.

6. COUNCILLOR CONCERNS
 7. DELEGATIONS
 - * A. Alberta Counsel – Klay Dyer
 8. DEVELOPMENT & SUBDIVISIONS
 - * A. Development Permit No. 24-09-DEV
 - * B. Subdivision Variance Request from 2051409 Alberta Ltd. (SE 22-82-04-W6)
 9. COMMITTEE/BOARD REPORTS
 - * A. Councillor Reports from May 14, 2024 to May 27, 2024
 10. OLD BUSINESS
 - * A. Pending Report from May 14, 2024
 - * B. Improve Consulting Group Inc. – Compensation Review
 - * C. Improve Consulting Group Inc. – Organizational Review
 - * D. 2024 Gravel Program – Mandatory Update
 11. NEW BUSINESS
 - * A. Delegation – Alberta Counsel (Klay Dyer)
 - * B. Policy AG01: Rental Tools and Equipment
 - * C. Changes to Local 4-H and Direction of Funding
 - D. Signing Authority – Director of Legislative Services / Development Officer
 - E. Signing Authority – Director of Corporate Services and Finance
 - * F. Whitelaw Agricultural Society – Request for Funding
 12. INFORMATION ITEMS
 - * A. Minister of Municipal Affairs - LGFF
 - * B. Minister of Municipal Affairs – Bill 20
 - * C. Bill 20 amendment
 13. NEXT MEETING
- 

A. June 11, 2024, at 9:00 am

14. CLOSED SESSION

15. Adjournment

Attend Electronically: <https://us06web.zoom.us/j/9132361715?pwd=ajU4aHY5QzN0N3JTZnAyL2tBVDVmQT09>
Attend by Phone (long distance charges may apply): 1-587-328-1099

Meeting ID: 913 236 1715

PIN: 123456



Municipal District of Fairview No. 136
Statement of Operations
Fiscal Year January 1, 2024 to April, 2024

	2024 Ops Budget	2024 Actual	2023 YTD Draft
REVENUES			
Municipal taxes	6,679,973	-	6,366,109
Tax requisition	(1,182,883)	(228,625)	(1,116,959)
User fees and sale of goods	469,370	130,024	525,835
Other revenues	300,220	113,641	298,158
Other Recoveries	5,500	(29,376)	8,450
Government transfers - operational	307,776	-	308,023
Government transfers - other recov.	76,000	-	808,427
Investment income	182,500	56,280	266,171
Total Revenues	6,838,457	41,945	7,464,215
EXPENSES			
Administration	1,202,859	374,802	1,099,103
Agriculture service board	628,292	61,377	468,636
Cemeteries	41,120	318	33,610
Parks and recreation	505,123	294,640	580,311
Agriculture and parks	1,174,535	356,335	1,082,557
Public works	1,291,514	408,159	1,630,296
Gravel	385,000	26,745	453,261
Grading	896,900	152,172	873,038
Public works	2,573,414	587,077	2,756,594
Waste management	123,800	56,751	156,441
Wastewater treatment and dispr.	88,225	16,367	131,754
Water supply and distribution	312,600	54,287	335,333
Utilities and environmental servk	524,625	127,406	623,528
Bylaw	20,500	4,940	13,408
Council	288,300	58,807	275,716
Legislative Service	308,800	63,747	289,124
Policing	116,895	107,052	73,513
Ambulance and Health	29,650	9,747	29,649
Public Safety	11,700	-	8,713
Protective services	158,245	116,799	111,875
Fire Protection	132,000	130,774	842,946
Airport	121,450	32,865	127,561
Culture and library	102,825	38,101	96,011
Family community support servi	40,750	15,023	37,523
Community services and FCSS	397,025	218,584	1,104,060
Planning and Development	108,048	93,041	139,256
Economic Development	26,400	13,697	22,072
Land Use Planning and Developn	134,448	106,738	181,328
Expenses, before other transactions	6,473,951	1,949,466	7,228,169
Revenue (deficit) over expenses	364,506	(1,907,521)	236,045
Amortization	1,327,500	-	1,325,459
Gravel reclamation obligation	76,000	-	75,922
Bad debt and disposal loss (gain)	2,500	0.02	(48,433)
Gravel inventory used	420,000	-	359,140
Surplus (deficit) before transfers	(1,461,494)	(1,907,521)	(1,478,042)
Revenue transfers			
Government transfers - capital	-	-	1,392,327
Transfer from Reserves	1,988,494	-	-
	525,000	(1,907,521)	(83,715)
Transfer to Reserves	-	19,063	-
End of year surplus (deficit)	525,000	(1,926,584)	(83,715)
Gravel inventory purchased	525,000		
Final including inventory purchased	-	(1,926,584)	(83,715)
Capital Acquired	-	-	-
Capital Applied	-	73,376	-

Municipal District of Fairview No. 136
Statement of Operations - Expense Summary by Category
Fiscal Year January 1, 2024 to April, 2024

Category	2024		2023
	2024 Ops_Budget	Actual_YTD	Actual_YTD
Accounting and legal services	80,500	22,656.69	72,931
Advertising and publication	32,550	5,893.62	28,605
Amortization	1,327,500	0.00	1,325,459
Bad debt and disposal loss (gain)	2,500	0.02	(48,433)
Chemicals	55,000	7,383.42	16,236
Compensation and benefits	2,322,290	676,241.59	2,539,940
Contracted services	1,140,823	315,570.32	1,144,209
Employee gift and recognition	10,000	285.71	10,166
Fees, bank charges and interest	3,500	618.89	5,227
Fire management	1,200	124,264.82	751,857
Freight and postage	28,450	5,584.50	26,064
Fuel	529,800	67,019.39	563,963
Grants and contributions	789,840	381,523.94	802,846
Gravel inventory purchased	525,000	0.00	0
Gravel inventory used	420,000	0.00	359,140
Insurance	173,220	(23.37)	92,488
Lease and rental	23,000	5,779.19	19,664
Licenses and permits	3,500	2,280.71	3,170
Minor equipment	5,000	119.84	0
Miscellaneous expenses	5,500	1,500.00	1,334
Property and assessment services	69,000	17,560.66	70,287
Protective services	116,895	107,052.00	73,513
Reclamation	76,000	0.00	75,922
Repairs and parts	351,650	32,741.85	228,304
Road, bridges, and culverts	23,500	448.72	119,462
Supplies and tools	76,900	44,649.16	80,668
Telephone and communication devices	58,100	16,103.03	50,197
Training and development	59,983	4,949.41	48,292
Travel, meetings, conference and memberships	304,950	73,672.11	275,807
Utilities	208,800	35,590.21	202,943
Grand Total	8,824,951	1,949,466.43	8,940,257
Amortization	1,327,500	-	1,325,459
Bad debt and disposal loss (gain)	2,500	0	48,433
Gravel inventory purchased	525,000	-	-
Gravel inventory used	420,000	-	359,140
Insurance	76,000	-	75,922
	6,473,951	1,949,466	7,228,169

Municipal District of Fairview No. 136
Statement of Financial Position
As at April 30, 2023

	2024	2023
	\$	\$
FINANCIAL ASSETS		
Cash and temporary investment	2,481,490	4,568,088
Receivables		
Taxes and grants in lieu receivables	1,320,049	1,309,870
Trade and other receivables	1,889,993	2,417,473
Other local governments	-	-
Investments	-	4,587
	<u>5,691,533</u>	<u>8,300,018</u>
LIABILITIES		
Accounts payable	38,991	398,251
Accrued liabilities	484,477	613,917
Deferred contributions	-	-
Deposit liabilities	617	617
Holdback liability	-	131,841
Asset Retirement Obligation	39,720	39,720
Gravel reclamation liability	397,805	397,805
	<u>961,610</u>	<u>1,582,152</u>
NET FINANCIAL ASSETS	<u>4,729,922</u>	<u>6,717,866</u>
NON-FINANCIAL ASSETS		
Tangible capital assets	22,411,096	22,411,096
Inventory for consumption	961,901	961,901
Prepaid expenses	96,727	94,267
	<u>23,469,724</u>	<u>23,467,264</u>
ACCUMULATED SURPLUS (DEFICIT)	<u>28,199,646</u>	<u>30,185,130</u>



May 28, 2024

MINUTES OF A COUNCIL MEETING OF THE COUNCIL OF THE MUNICIPAL DISTRICT OF FAIRVIEW NO. 136, HELD IN COUNCIL CHAMBERS, THE MUNICIPAL DISTRICT OF FAIRVIEW NO. 136 MUNICIPAL OFFICE, FAIRVIEW, ALBERTA, ON MAY 28, 2024 COMMENCING AT 9:00 A.M.

PRESENT AT THE MEETING:

COUNCIL MEMBERS PRESENT:

John Przybylski	Councillor
Joshua Hostetler	Councillor
Phil Kolodychuk	Reeve
Dalen Richardson	Councillor
Nolan Robertson	Councillor

REGRETS:

OTHERS IN ATTENDANCE:

Robert Jorgensen	Chief Administrative Officer
Lyndsey Lawrence	Director, Legislative Services/Development Officer

CALL TO ORDER

Reeve Kolodychuk called the meeting to order at 9:05 a.m.

Gerald Andreiuk of McElhanney Engineering, joined the meeting at 9:05 a.m.

AGENDA

AGENDA

Deletion:

Item 11G: Rescind Resolution 23-579 Curling Rink

Addition:

Item 10D:
2024 Gravel Program – Mandatory Update

Revision:

Revise Item 11B such that it reads as follows:

Item 11B: Policy AG01 – Rental Tools and Equipment

MOTION #24-247a **Moved that Council adopt the agenda for the**
Councillor Hostetler **May 28, 2024 Council Meeting as presented.**
CARRIED.

ADOPTION OF MINUTES

MINUTES

Revision:

Revisions (2) to the review and adoption of April 23, 2024 Meeting Minutes in the May 14, 2024 Meeting Minutes:

Item 10B to be revised to read as follows:

**REQUEST TO CONSIDER
RANGE ROAD 50
FUNDING FOR 2025**

No motion made by Council.

Following attendance of the Delegation for Item 7B, Council recessed at 11:02 a.m. Minutes to be revised to indicate that Council resumed at 11:15 a.m.

Revision:

Re-number Motion 24-223 and subsequent motions (including motions of this meeting) due to duplication of motion numbering.

MOTION #24-248 **Moved that Council approve the May 14, 2024
Councillor Przybylski** **Council Meeting Minutes as revised.**
CARRIED.

Kaitlin McLachlan (Director of Agriculture and Parks), Darren Gnam (Public Works Foreman) and Kevin Morrison (Director of Public Works) joined the meeting at 9:08 a.m.

FINANCE

**STATEMENT OF
OPERATIONS**

The Statement of Operations ending April 30, 2024 was provided for Council's review. Attached as Schedule A."

MOTION #24-249 **Moved that the Statement of Operations ending
Councillor Hostetler** **April 30, 2024 be accepted as presented.**
CARRIED.

STAFF REPORTS

CAO REPORT

The Chief Administrative Officer, Robert Jorgensen, presented his report to Council.

MOTION #24-250 **Moved that Council receive the Chief
Councillor Hostetler** **Administrative Officer's report as presented.**
CARRIED.

**DIRECTOR,
AGRICULTURE &
PARKS REPORT**

Director of Agriculture and Parks, Kaitlin McLachlan, presented her report to Council.

MOTION #24-251 **Moved that Council receive the Director of
Councillor Przybylski** **Agriculture and Parks' report as presented.**
CARRIED.

Kaitlin McLachlan left the meeting at 9:23 a.m.

**DIRECTOR,
PUBLIC WORKS
REPORT**

Director of Public Works, Kevin Morrison, and Darren Gnam, Public Works Foreman, presented their report to Council.

MOTION #24-252 **Moved that Council receive the Director of
Councillor Hostetler** **Public Works' report as presented.**
CARRIED.

Council reviewed and discussed Item 10D – 2024 Gravel Program Mandatory Update with the representatives of the Department of Public Works.

**2024 GRAVEL
PROGRAM –**



**MANDATORY
UPDATE**

MOTION #24-253 Moved that Council approve completion of gravel application to an additional 24 miles of road, as proposed by the Department of Public Works, within the overall gravel allocation of 33,250 metric tonnes.

CARRIED.

Kevin Morrison and Darren Gnam left the meeting at 10:00 a.m.

DELEGATIONS

DELEGATION

The delegation, Klay Dyer of Alberta Counsel, joined the meeting at 9:42 a.m. The delegation commenced his presentation to Council at 10:00 a.m.

The delegation provided information regarding the following to Council:

- Small Municipality Funding Packaged offered by Alberta Counsel;
- Services provided by Alberta Counsel to Municipalities in relation to the acquisition of grant funding for Municipalities and other stakeholders.

There are three options in terms of payment structure and services provided:

- (1) Project-based fee: 1.5 percent of all funding acquired for the Municipality and 2.5 percent for all organizations within the community, with payment to Alberta Counsel contingent on funding being acquired.
- (2) Retainer model (\$500.00 per month): Pro bono for all municipal applications, 1.5% reporting fee for all organizations within the community.
- (3) Standard Lobby Agreement: Full retainer (\$5000.00) per month for lobby services, with grant acquisition services provided pro bono.

Council thanked the delegation for his informative presentation. The delegation left at 10:55 a.m.

Council recessed at 10:55 a.m.

Council resumed at 11:07 a.m.

DEVELOPMENT & SUBDIVISIONS

**DEVELOPMENT
PERMIT NO.
24-09-DEV**

MOTION #24-254 Moved that Council approve Development Permit No. 24-09-DEV for a Single Detached Dwelling on lands legally described as Unit 4, Condominium Plan No. 1521924 (Dunvegan Summer Village) with the conditions presented by the Development Officer.

CARRIED.

**SUBDIVISION
VARIANCE
REQUEST FROM
2051409 ALBERTA
LTD.
(SE 22-82-04-W6)**

Gerald Andreiuk of McElhanney Engineering discussed the proposed request for variances from 2051409 Alberta Ltd. for the potential subdivision of SE 22-82-04-W6.

MOTION #24-255 Moved that Council support, in principle, the variances requested to section 9.10(3)(a)(i) of the Land Use Bylaw No. 876 (size of parcel) and to

section 9.10(2)(b)(ii) of the Land Use Bylaw No. 876 (parcel density), on the premise that any subdivision approval decision issued by the subdivision authority, MMSA, may include conditions limiting tree/bush removal. Further, that such support does not guarantee final approval of any subdivision proposed, as such is within the authority of MMSA. Lastly, such support does not guarantee that the land use district of the proposed parcels remains Agricultural Conservation (Ag-1), as redistricting may be necessary, if so determined by MMSA.
CARRIED.

Gerald Andreiuk left the meeting at 11:36 a.m.

COUNCILLOR CONCERNS

Councillor Robertson had previously submitted concerns (via telephone) regarding the excess of gravel/inadequate packing of gravel on the Dell hill (Ski Hill Road) which is impacting motorists, particularly transport trucks with trailers. Administration confirmed that the Department of Public Works has been in contact with engineers regarding the same; it is not within the scope of the warranty and the recommendation is to wait for more moisture, which will result in further packing/firming of the road. Council discussed adopting a wait-and-see approach and assessing the road condition following more moisture.

Councillor Richardson inquired as to whether the Administration had responded to Raeleigh Milner and Dwayne Adams addressing concerns previously brought forward by them as a delegation in early 2024. CAO Jorgensen advised that Administration had not responded and will ensure that it is completed prior to the next Council meeting.

Councillor Richardson requested that the 2024 approved Operational and Capital budgets be uploaded to Google Drive in a format similar to that for 2022.

Councillor Hostetler received a concern from a landowner in the southernly portion of his ward regarding the condition/maintenance of farmland access roads. Administration confirmed that they will inspect the road in question and maintain in accordance with applicable policies.

Council, as a whole, received a written concern from a resident regarding an area which is a hotspot for criminal activity, posing danger to the public relating to explosives, fires, etc. Administration confirmed that it will be reported to the RCMP and that it will be cleaned up by the Municipality at its earliest possible convenience.

Reeve Kolodychuk advised that he had attended a recent Bluesky Community and Recreation Centre meeting, where concern was expressed regarding the following:

- Results of the RFP for the Hamlet cleanups;
- Gravel being swept, but left on roadways (as opposed to cleaned up);
- The length of time which it has taken to replace the basketball backboards at the Bluesky skating rink;
- Refuse being left on the railway sites near the Hamlet of Bluesky;
- Lack of electricity to the skate shack and the snack shack.

Reeve Kolodychuk also advised that he had been contacted regarding motorcycles and quads in the Hamlets and that he received a request to distribute physician shortage notices via constant contact (as well as social media).

MOTION #24-256 Moved that Council accept the Councillor
Councillor Przybylski concerns as presented.

CARRIED.

COMMITTEE/BOARD REPORTS

Councillors reported on the following Board/Committee meetings they attended from May 14, 2024 to May 27, 2024:

Councillor Przybylski: May 16, 2024: Fairview and District Chamber of Commerce
May 21, 2024: Rural Crime Watch Information Session

Reeve Kolodychuk: May 27, 2024: Fairview Water Co-Op

Councillor Richardson: May 16, 2024: Fairview Library Board
May 21, 2024: Rural Crime Watch Information Session

Councillor Hostetler: May 21, 2024: Rural Crime Watch Information Session

Councillor Robertson: No reports available.

MOTION #24-257 Moved that Council accept the Committee/Board
Councillor Richardson Reports as presented.

CARRIED.

OLD BUSINESS

PENDING REPORT

MOTION #24-258 Moved that Council request a meeting with the
Councillor Richardson Holy Family Catholic School Division to discuss
the future of St. Thomas More Catholic School.
CARRIED.

MOTION #24-259 Moved that Council accept the May 14, 2024.
Councillor Przybylski Pending Report as presented.
CARRIED.

Council recessed at 12:35 p.m.

Council resumed at 1:20 p.m.

**IMPROVE
CONSULTING
GROUP INC. –
COMPENSATION
REVIEW**

MOTION #24-260 Moved that Council accept the following
Councillor Hostetler recommendations of the Compensation Review
conducted by Improve Consulting Group Inc.:

- 2,4,6,8,9,10,11, 12, 13 and 14 with all investigations and related budget impact analyses' to be prepared for 2025 budget deliberations.

Further, that Council direct Administration investigate recommendation 5, with budget impact analysis to be prepared for 2025 budget deliberations.



Lastly, that Council direct Administration to prepare (or direct preparation of) alternative reiterations of salary grids including, but not limited to:

- Salary grid with more compressed pay bands; and,
- Salary grid with lower percentage of band spread over 7 steps.

CARRIED.

Council recessed at 2:49 p.m.

Council resumed at 3:10 p.m.

**IMPROVE
CONSULTING
GROUP INC. –
ORGANIZATIONAL
REVIEW**

MOTION #24-261
Councillor Przybylski

Moved that Council accept and implement the recommendations of the Organizational Review conducted by Improve Consulting Group Inc. Further, that Council direct Administration to provide quarterly updates regarding progress towards implementation.

CARRIED.

**DELEGATION –
KLAY DYER OF
ALBERTA
COUNSEL**

MOTION #24-262
Councillor Richardson

Moved that Council direct Administration to proceed with Alberta Counsel's Small Municipality Funding Package (project-based fee).

CARRIED.

**POLICY AG01 –
RENTAL TOOLS
AND EQUIPMENT**

MOTION #24-263
Councillor Richardson

Moved that Council adopt Policy AG01 – Rental Tools and Equipment, as presented.

CARRIED.

**CHANGES TO
LOCAL 4-H AND
DIRECTION OF
FUNDING**

MOTION #24-264
Reeve Kolodychuk

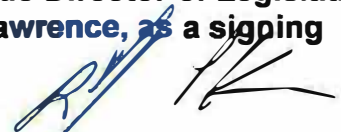
Moved that Council direct the budgeted \$500.00 donation for the 4-H Show and Sale to the Fairview 4-H Multi Club.

CARRIED.

**SIGNING
AUTHORITY –
DIRECTOR OF
LEGISLATIVE
SERVICES**

MOTION #24-265
Councillor Przybylski

Moved that Council update signing authority for the Municipal District of Fairview No. 136's bank accounts No. 7418304 and 7418312 at the Servus Credit Union to include Director of Legislative Services, Lyndsey Lawrence, as a signing



authority in the absence of the CAO or Director of Corporate Services and Finance.

CARRIED.

**SIGNING
AUTHORITY –
DIRECTOR OF
CORPORATE
SERVICES AND
FINANCE**

MOTION #24-266
Councillor Richardson

Moved that Council appoint Sarah Borchuk as Director of Corporate Services and Finance, a Designated Officer for the Municipal District of Fairview No. 136.

CARRIED.

MOTION #24-267
Councillor Hostetler

Moved that Council update the signing authority for the Municipal District of Fairview No. 136's bank accounts No. 7418304 and 7418312 at the Servus Credit Union. Two signatures are required on the account(s): one being Councillor Philip Kolodychuk, Councillor John Przybylski, Councillor Dalen Richardson, Councillor Joshua Hostetler or Councillor Nolan Robertson and one being CAO Robert Jorgensen or Director of Corporate Services and Finance, Sarah Borchuk. Further, that Sarah Borchuk is to be given online banking access to said accounts.

CARRIED.

**WHITELAW
AGRICULTURAL
SOCIETY –
REQUEST FOR
FUNDING**

MOTION #24-268
Councillor Przybylski

Moved that Council support the Whitelaw Agricultural Society by giving a grant of \$500.00 to the Timeless Traditions Fundraiser to be held on June 22, 2024. Further, that Council permit RV parking on the municipality-owned vacant lot as requested, at the direction and discretion of Administration.

CARRIED.

INFORMATION ITEMS

Council was presented with the following information for review:

- a. Minister of Municipal Affairs – LGFF
- b. Minister of Municipal Affairs – Bill 20
- c. Bill 20, Amended

MOTION #24-269
Councillor Przybylski

Moved that Council accept the information items as presented.

CARRIED.

**NEXT COUNCIL
MEETING**

Next Council Meeting is scheduled for June 11, 2024 at 9:00 a.m.

CLOSED SESSION

There were no closed sessions.

CARRIED.

ADJOURNMENT

Reeve Kolodychuk adjourned the meeting at 4:06 p.m.


Reeve

Reeve Kolodychuk



Chief Administrative Officer

