

VILLAGE OF DONALDA
Regular Council Meeting, September 15, 2020
To Be Held at Donalda Community Hall, Main Street Donalda, 10:00 am
Regular Meeting Agenda

Call to Order-Mayor Gartside

1. AGENDA

1. Additions and/or Amendments

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes August 18, 2020

3. Delegations

1. Mr. Jack Gibbs

4. Business Arising from Previous Meeting

- 1.

5. VILLAGE BUSINESS

1. Revenue and Expenditure Report up to August 31, 2020
2. Balance Sheet up to August 31, 2020
3. Trial Balances up to September 2, 2020
4. Cheque Register up to August 31, 2020
5. Bylaw 728/20 - Urban Chickens
6. Bylaw 729/20 - Bee Keeping
7. Appointment of Regional Intermunicipal Subdivision and Development Appeal
Board Clerk
8. Naming of Financial Institution¹⁰
9. Bylaw 732/20 – Council Procedural Bylaw
10. Atco Franchise Fees 2021
11. Alta Gas Franchise Fees 2021
12. MSP Stimulus Funding
13. Volunteer Supper – November 5, 2020

6. INFORMATIONAL ITEMS

1. Atco Rate Change Advisory
2. Red Deer River Municipal Users Group

7. COMMITTEE AND STAFF REPORTS

1. Mayor
2. Deputy Mayor
3. Councilor
4. CAO

8.CLOSED MEETING OF COUNCIL

1. Utility Account 209000 FOIP Regulation 18(1)(b)

9.NEXT MEETING

September 15, 2020

10.ADJOURNMENT

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday, August 18, 2020

The Regular Meeting of Donalda Village Council was held at 10:00 am Tuesday, August 18, 2020, at the Donalda Community Hall.

Mayor: Bruce Gartside

Councilors: Paul McKay
Rick Nelson

Staff: Chief Administrative Officer Kristie Vallet

Public: Doug Booker, Sheila Norman, Marty Larson, Ron Borchuk, Ken Walker, Dan Knutdson, Derek Williams, Beth Fulton, Val Stolee

CALL TO ORDER: Mayor Gartside called the meeting to order at 10:00 am.

1. AGENDA

Motioned by P. McKay to accept the agenda as amended 3.1 Rail Bunk House – Marty Larson, 5.1, 5.2 July 31, 2020, delete 5.5 Show & Shine – Donalda Promotions, 5.7 Absence.

Carried Unanimously (171-20)

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes July 21, 2020

Motioned by R. Nelson that the minutes of the July 21, 2020 Regular Council Meeting be accepted as amended, 4.1 Donalda, 5.7 Donalda, 5.8 remove “control”.

Carried Unanimously (172-20)

3. DELEGATIONS

1. Rail Bunk House – Marty Larson

Motioned by P. McKay to rescind **Resolution 136-20** Motioned by R. Nelson to remove the bunk house to assist in the reduction of skunk habitats in the municipality.

Carried Unanimously (173-20)

Motioned by P. McKay to instruct Administration to create a committee to restore the Rail Bunk House into a safe, usable space to assist in preserving the rail history in the Village of Donalda.

Carried Unanimously (174-20)

5. VILLAGE BUSINESS

1. Revenue and Expenditure Report up to July 31, 2020
2. Balance Sheet up to July 31, 2020
3. Trial Balances up to August 11, 2020
4. Cheque Register up to July 31, 2020

Motioned by P. McKay to accept the Financial Reporting as presented.

Carried Unanimously (175-20)

5. Village Bee Keeping

Motioned by P. McKay to instruct Administration to draft a bylaw to restrict urban bee keeping within the Village of Donalda residential boundaries.

Carried Unanimously (176-20)

6. Village Hen Keeping

Motioned by P. McKay instructing Administration to draft a bylaw to allow for Urban Hen to include a license and license fee, three hens maximum, enclosed pen or run, fenced yard mandatory, roosters restricted.

Carried Unanimously (177-20)

7. CAO Vallet Absence

Motioned by R. Nelson to appoint Assistant CAO Benoit as acting August 23, 2020 through to August 30, 2020 in CAO Vallet's absence.

Carried Unanimously (178-20)

6. INFORMATION/CORRESPONDENCE

1. AUMA Statement on AHS Changes to Municipal 911 Dispatch
2. County of Stettler; Province review oil and gas assessment
3. PRL Systems Annual Report

Motioned by P. McKay to accept AUMA Statement on AHS Changes to Municipal 911 Dispatch and PRL Systems Annual Report as information only.

Carried Unanimously (179-20)

Motioned by P. McKay to instruct Administration to draft a letter to Premier Jason Kenny expressing the Village of Donalda's desire to see Provincial Government work collectively with Local Government on issue directly affect potential sources of revenue.

Carried Unanimously (180-20)

7. COMMITTEE REPORTS

1. Mayor
2. Deputy Mayor
3. Councilors

Motion by P. McKay to accept committee reports as presented.

Carried Unanimously (181-20)

8. CLOSED MEETING OF COUNCIL

1. Municipal Land Use FOIP Regulation 18(1)(c)

Motioned by P. McKay to enter Closed Session of Council under FOIP Regulation 18(1)(c) at 11:39 am.

Carried Unanimously (182-20)

Motioned by P. McKay to return to Regular Meeting of Council at 12:22 p.m.

Carried Unanimously (183-20)

10. NEXT MEETING DATE

Regular Meeting of Council September 15, 2020 at 10:00 am at the Community Hall.

11. ADJOURNMENT

Motion by B. Gartside to adjourn meeting at 12:23 pm

Carried Unanimously (184-20)

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT

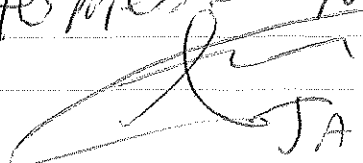
780 884 3144

01 Sep 2020

MR. JACK GIBBS WOULD
PLEASE LIKE TO ADDRESS MY
2020 TAX BILL WHICH REFLECTS
A 17.1% INCREASE IN MY TAXES
IN ONE YEAR.

THAT IS UNACCEPTABLE!!

IF OTHER TAXPAYERS ARE
ACCEPTING + WILLING TO PAY
AN EQUAL % I HAVE NO
PROBLEM PAYING IT - IF NOT
IT NEEDS TO BE FIXED -
SENIORS ARE ON FIXED INCOME!

SENIORS HOUSING WANTS US TO
STAY IN OUR HOMES - NOT POSSIBLE
THIS WAY. ( JACK GIBBS



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
GENERAL REVENUE					
1-00-100	Residential Taxes	(176,542.87)	(177,224.05)	(191,156.20)	(188,536.00)
1-00-110	Non-Residential Taxes	(25,846.40)	(29,417.00)	(31,539.55)	(29,417.00)
1-00-120	Linear Taxes	(12,900.83)	(12,900.83)	(13,305.17)	(10,994.00)
1-00-130	Franchise - ATCO	(12,462.81)	(11,100.00)	(8,874.39)	(9,000.00)
1-00-140	Franchise - Alta Gas	(13,796.95)	(19,958.76)	(18,883.53)	(18,000.00)
1-00-150	Payment in Lieu - Federal	0.00	0.00	0.00	0.00
1-00-160	Minimum Tax Revenue	(25,352.77)	(25,352.77)	0.00	0.00
1-00-170	County of Stettler Housing Authority	0.00	0.00	0.00	0.00
1-00-200	Penalties & Costs on Taxes	(11,485.86)	(15,000.00)	(15,053.52)	(15,000.00)
* TOTAL GENERAL REVENUE		(278,388.49)	(290,953.41)	(278,812.36)	(270,947.00)
TOTAL GRANTS & OTHER REVENUE					
1-00-720	Grant-Stettler County-Donalda Library	0.00	0.00	0.00	(4,000.00)
1-00-740	Municipal Sponsorship Program	(626.00)	0.00	(646.00)	0.00
1-00-751	Conditional Municipal - FCSS	(5,085.00)	(7,625.00)	(7,625.00)	(7,625.00)
1-00-831	Debeniture Interest Rebate	0.00	0.00	0.00	0.00
1-00-840	Conditional Collaborative Grant - Prov	0.00	0.00	0.00	0.00
1-00-841	Conditional Grant - Federal	0.00	1,100.00	(1,100.00)	1,100.00
1-00-845	PROVINCIAL GRANT OPERATING	(36,662.00)	(36,662.00)	(38,757.00)	(39,917.00)
1-00-850	Unconditional Grant - Prov.	0.00	0.00	0.00	0.00
1-00-990	Attorney General Fines & Costs	0.00	0.00	(787.00)	0.00
1-00-111	STEP GRANT	0.00	0.00	0.00	0.00
* TOTAL TOTAL GRANTS & OTHER REV		(42,373.00)	(43,187.00)	(48,915.00)	(50,442.00)
ADMINISTRATION REVENUE					
1-12-220	Advertising Rebates	0.00	0.00	0.00	0.00
1-12-240	Bad Debt Recovery	0.00	0.00	0.00	0.00
1-12-400	Sale of Goods	0.00	0.00	0.00	0.00
1-12-411	Photocopy, Fax, Sales, etc.	(107.50)	(150.00)	(102.35)	(150.00)
1-12-415	WCB Rebate	0.00	0.00	0.00	0.00
1-12-416	Insurance Rebates	0.00	0.00	(203.90)	0.00
1-12-417	Tax Cert.\Dev. Permits, etc.	(375.00)	(100.00)	(110.00)	(500.00)
1-12-418	Maintenance service revenue	(450.00)	(500.00)	(600.00)	(100.00)
1-12-419	Newsletter Ads	(584.76)	(500.00)	(646.72)	(850.00)



VILLAGE OF DONALDDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
1-12-520	Licences	(70.00)	(150.00)	(190.00)	(350.00)
1-21-530	Fines	(483.40)	(100.00)	(99.00)	(160.00)
1-12-532	Gravel & Sand Sales	0.00	0.00	0.00	0.00
1-12-550	Investment Income - Bank Int.	(10.00)	(100.00)	(10,191.20)	(100.00)
1-12-561	Rental Revenue-Donaldda Museum	(8,783.26)	(7,500.00)	(10,539.27)	(7,500.00)
1-12-590	Miscellaneous Admin. Revenue	(563.19)	(5.00)	4.76	(3,000.00)
1-12-662	Donations Specific Funds	0.00	0.00	0.00	0.00
1-12-910	Transfer From Reserves	0.00	0.00	0.00	0.00
1-12-940	Contribution From Capital	0.00	0.00	0.00	0.00
* TOTAL ADMINISTRATION REVENUE		(11,427.11)	(9,105.00)	(22,677.68)	(12,710.00)
FIRE REVENUE					
1-23-413	Fire - Donations	0.00	0.00	0.00	0.00
1-23-840	Provincial Grant - Capital	0.00	0.00	0.00	0.00
1-23-930	Gain (loss) on sale - TCA	0.00	0.00	0.00	0.00
1-23-410	Fire Charges	(13,999.75)	(25,000.00)	0.00	0.00
* TOTAL FIRE REVENUE		(13,999.75)	(25,000.00)	0.00	0.00
DISASTER & EMERG. REVENUE					
1-24-410	Emergency Management Service Revenue	(2,798.50)	(5,000.00)	0.00	0.00
* TOTAL DISASTER & EMERG. REVENUE		(2,798.50)	(5,000.00)	0.00	0.00
ROADS & STREETS REVENUE					
1-32-931	GAIN (LOSS) - SALE OF TCA	0.00	0.00	0.00	0.00
1-32-940	Transfer From Capital Func.	0.00	0.00	0.00	0.00
1-32-990	Transfer From Surplus	0.00	0.00	0.00	0.00
1-32-995	SIP Funds	0.00	0.00	0.00	0.00
1-32-560	Equipment Revenue	(150.00)	0.00	0.00	0.00
1-32-830	Fed. Infrastructure Funds	0.00	0.00	0.00	0.00
1-32-840	PROVINCIAL CAPITAL GRANT	0.00	0.00	0.00	0.00
1-32-930	Contrib. From Operating Func.	0.00	0.00	0.00	0.00
* TOTAL ROADS & STREETS REVENUE		(150.00)	0.00	0.00	0.00
WATER REVENUE					
1-41-400	Water Sales	(58,700.89)	(88,600.00)	(88,653.00)	(85,000.00)
1-41-401	Penalties - Water	(262.20)	(750.00)	(965.31)	(2,500.00)



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
1-41-414	Water On/Off Fee	0.00	(250.00)	(250.00)	(750.00)
1-41-416	Water Service Repairs	0.00	(10.00)	9.20	0.00
1-41-590	AMW&WW Partnership	0.00	0.00	0.00	0.00
1-41-830	Capital Grant - Federal	0.00	0.00	(6,959.00)	0.00
1-41-890	Transfer From Surplus	0.00	0.00	0.00	0.00
1-41-840	Conditional Grant - Provincial	0.00	0.00	0.00	0.00
1-41-841	Conditional Grant - Federal	0.00	0.00	0.00	0.00
1-41-910	Transfer From Reserves	0.00	0.00	0.00	0.00
1-41-940	Transfer From Capital	0.00	0.00	0.00	0.00
* TOTAL WATER REVENUE		(58,963.09)	(89,610.00)	(96,818.11)	(88,250.00)
SEWER REVENUE					
1-42-400	Sewer Services	(12,283.00)	(18,400.00)	(18,417.53)	(17,500.00)
1-42-401	Penalties - Sewer Services	0.00	0.00	0.00	0.00
1-42-590	ABW&WW Partnership Funds	0.00	0.00	0.00	0.00
1-42-830	Federal Grant - Capital	0.00	0.00	0.00	0.00
1-42-910	Transfer From Reserves	0.00	0.00	0.00	0.00
1-42-940	Transfer From Capital Func.	0.00	0.00	0.00	0.00
1-42-990	Transfer From Surplus	0.00	0.00	0.00	0.00
* TOTAL SEWER REVENUE		(12,283.00)	(18,400.00)	(18,417.53)	(17,500.00)
WASTE REVENUE					
1-43-400	Garbage Fees	(28,168.00)	(42,644.00)	(38,326.20)	(37,000.00)
1-43-401	Penalties - Garbage Fees	0.00	0.00	0.00	0.00
1-43-590	Other Revenue - Own Sources	0.00	0.00	0.00	0.00
1-43-910	Transfer From Reserves	0.00	0.00	0.00	0.00
* TOTAL WASTE REVENUE		(28,168.00)	(42,644.00)	(38,326.20)	(37,000.00)
CEMETERY REVENUE					
1-56-464	Sale of Cemetery Plots	(697.86)	(500.00)	(690.48)	(700.00)
1-56-465	Plot Excavation Revenue	(900.00)	(1,000.00)	(1,700.00)	(700.00)
1-56-466	Snow Removal Revenue	(209.52)	0.00	0.00	0.00
1-56-550	Investment Income	0.00	0.00	0.00	0.00
1-56-590	Donations	0.00	0.00	0.00	0.00
1-56-910	Transfer From Reserves	0.00	0.00	0.00	0.00
1-56-467	PERPETUAL CARE	0.00	0.00	(200.00)	0.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
SALE OF LAND					
* TOTAL CEMETERY REVENUE		(1,807.38)	(1,500.00)	(2,590.48)	(1,400.00)
1-66-590	Sale of Land	0.00	0.00	0.00	0.00
* TOTAL SALE OF LAND		0.00	0.00	0.00	0.00
RECREATION REVENUE					
1-72-550	Investment Income	0.00	0.00	0.00	0.00
1-72-561	Recreation Rentals	0.00	0.00	0.00	0.00
1-72-590	Other revenues - Donations	0.00	0.00	0.00	0.00
1-72-850	Government Grants	0.00	(800.00)	0.00	(800.00)
1-72-910	Transfer From Reserves	0.00	0.00	0.00	0.00
1-72-941	Campground User Fees	0.00	0.00	0.00	0.00
1-72-984	Campground Operational Grant	0.00	0.00	0.00	0.00
1-72-990	Transfer From Surplus	0.00	0.00	0.00	0.00
* TOTAL RECREATION REVENUE		0.00	(800.00)	0.00	(800.00)
CULTURE REVENUE					
1-74-550	Return on Investments	0.00	0.00	0.00	0.00
1-74-592	Creamery Donations	0.00	0.00	0.00	0.00
1-74-595	Canada Day Donations	0.00	0.00	0.00	0.00
1-74-835	FEDERAL GRANT OPERATING	0.00	(1,100.00)	0.00	(1,100.00)
1-74-840	Conditional Grant - Provincial	0.00	0.00	0.00	0.00
1-74-845	PROVINCIAL GRANT - OPERATING	0.00	0.00	0.00	0.00
1-74-860	Grants From Local Boards	0.00	0.00	0.00	0.00
1-74-910	Transfer From Reserves	0.00	0.00	0.00	0.00
1-74-940	Transfer From Capital Func.	0.00	0.00	0.00	0.00
* TOTAL CULTURE REVENUE		0.00	(1,100.00)	0.00	(1,100.00)
** TOTAL REVENUE		(450,358.32)	(527,299.41)	(506,557.36)	(480,149.00)



VILLAGE OF DONALDA

2020 Operating Budget

General Description
Ledger

2020 Actual 2020 Budget 2019 Actual 2019 Budget

COUNCIL EXPENSE

2-11-150	Council Meeting Pay	5,052.77	8,000.00	8,225.49	9,000.00
2-11-151	Council Supervision Pay	2,105.09	3,600.00	3,121.58	3,600.00
2-11-211	Travel & Subsistence	880.36	1,000.00	1,542.84	1,000.00
2-11-212	Legislative - Discretionary	58.10	0.00	0.00	0.00
2-11-271	Council Insurance	0.00	0.00	0.00	0.00
* TOTAL COUNCIL EXPENSE		8,096.32	12,600.00	12,889.91	13,600.00

ADMINISTRATION EXPENSE

2-12-110	Salaries & Wages	13,183.87	24,000.00	22,791.95	24,000.00
2-12-111	Labour - STEP	0.00	0.00	0.00	0.00
2-12-130	Payroll Benefits	807.99	1,700.00	1,545.00	1,500.00
2-12-131	Holiday Pay	526.22	900.00	871.99	800.00
2-12-150	Meeting Pay	0.00	0.00	0.00	0.00
2-12-152	Election & Census Fees	0.00	0.00	0.00	0.00
2-12-211	Travel & Subsistence	1,356.01	2,100.00	775.33	250.00
2-12-212	Course Fee Registration	1,375.00	2,000.00	1,446.76	1,000.00
2-12-216	Postage	1,864.09	3,200.00	3,027.86	2,200.00
2-12-217	Telephone	902.02	2,300.00	2,183.44	3,500.00
2-12-220	Advertising & Memberships	2,202.29	2,750.00	2,725.42	2,000.00
2-12-224	Land Title Fees	529.81	190.00	173.50	250.00
2-12-230	Assessors Fees	2,822.04	5,500.00	5,382.28	6,000.00
2-12-231	Auditors Fees	(500.00)	8,200.00	11,700.00	8,200.00
2-12-232	Legal Fees	0.00	2,000.00	14,055.48	7,000.00
2-12-240	Bad Debts	120.00	1,500.00	1,490.61	1,500.00
2-12-250	Repairs & Maint. Contract	200.00	200.00	168.86	400.00
2-12-251	Repairs & Maintenance	2,803.20	2,500.00	2,978.94	1,500.00
2-12-252	Cleaning - Supplies & Labor	1,240.67	2,500.00	2,530.50	2,200.00
2-12-255	Other Contracted Services	15,805.02	14,950.00	8,372.18	7,000.00
2-12-256	Contracted Services - CAO	31,200.00	50,400.00	44,650.00	45,600.00
2-12-270	Computer Expenses	965.41	1,000.00	6,806.36	3,500.00
2-12-271	Website Fees	366.66	650.00	628.56	350.00
2-12-274	Insurance & Bond	8,432.15	8,500.00	8,168.45	9,000.00
2-12-275	Workman's Compensation	0.00	1,200.00	1,039.64	1,500.00
2-12-276	Disaster Services	5,000.00	500.00	0.00	500.00
2-12-505	Photocopier Costs	1,978.68	4,300.00	4,224.22	3,200.00
2-12-510	General Office Supplies	2,188.34	1,500.00	1,329.84	1,600.00
2-12-540	Utilities - Heating	459.26	950.00	931.59	800.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
2-12-541	Utilities - Power	733.95	2,000.00	1,886.75	1,600.00
2-12-590	Miscellaneous	(73.22)	100.00	540.22	100.00
2-12-762	Contributions to Capital	0.00	0.00	0.00	0.00
2-12-771	Donations	0.00	0.00	0.00	0.00
2-12-810	Bank Charges & Fees	1,385.28	2,100.00	2,077.86	850.00
2-12-831	Debenture Interest Admin. Bldg	0.00	0.00	0.00	0.00
2-12-832	Debenture Principle Admin Bldg	0.00	0.00	0.00	0.00
2-12-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-12-920	AMORTIZATION	0.00	0.00	7,830.53	0.00
* TOTAL ADMINISTRATION EXPENSE		97,874.74	149,690.00	162,334.12	137,900.00
DISASTER & EMERGENCY EXPENSE					
2-23-700	FIRE SERVICE AGREEMENT	(5,000.00)	30,000.00	30,000.00	25,000.00
* TOTAL DISASTER & EMERGENCY EXP		(5,000.00)	30,000.00	30,000.00	25,000.00
FIRE EXPENSES					
2-23-271	Fire - Insurance & Licence	0.00	0.00	0.00	0.00
2-23-520	Fire Hall - Janitorial	0.00	0.00	0.00	0.00
2-23-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-23-920	AMORTIZATION	0.00	0.00	0.00	0.00
2-23-931	Gain (loss) on TCA	0.00	0.00	0.00	0.00
* TOTAL FIRE EXPENSES		0.00	0.00	0.00	0.00
BYLAW ENFORCEMENT EXP					
2-26-751	Bylaw Enforcement	250.00	1,000.00	1,925.00	1,000.00
2-26-752	Rural Policing Expense	0.00	3,860.00	0.00	0.00
* TOTAL BYLAW ENFORCEMENT EXP		250.00	4,860.00	1,925.00	1,000.00
STREETS & ROADS EXPENSE					
2-32-110	Salaries	4,345.30	8,500.00	8,384.61	8,700.00
2-32-111	Salaries - Equip. Rep. & Shop	2,945.93	2,500.00	2,443.00	2,900.00
2-32-112	Wages - STEP Program	0.00	0.00	0.00	0.00
2-32-130	Payroll Deductions	479.71	1,050.00	747.00	850.00
2-32-131	Holiday Pay	752.51	1,050.00	1,034.14	800.00
2-32-210	Travel	0.00	300.00	0.00	300.00
2-32-212	Course Registration Fees	0.00	0.00	0.00	0.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
2-32-215	Freight	0.00	0.00	0.00	0.00
2-32-217	Maintenance Cell Phone	450.85	775.00	1,039.02	600.00
2-32-230	Engineering Fees	0.00	2,000.00	0.00	2,000.00
2-32-250	Road & Street Repairs	2,722.20	3,200.00	3,120.00	3,000.00
2-32-251	Equipment Repairs & Maint.	1,131.91	3,000.00	2,365.69	4,000.00
2-32-252	Sidewalk & Curb Repairs	0.00	0.00	0.00	0.00
2-32-255	Snow Ploughing - Salaries	0.00	0.00	0.00	0.00
2-32-270	Contracted Services	114.00	3,075.00	3,008.37	1,000.00
2-32-271	Insurance Share	1,240.02	1,500.00	1,256.44	3,700.00
2-32-931	Gain (loss) on disposal of TCA	0.00	0.00	0.00	0.00
2-32-150	Meeting Pay - Public Works	0.00	0.00	0.00	0.00
2-32-510	Small Equipment & Supplies	1,667.79	2,000.00	4,216.39	1,000.00
2-32-515	Equipment Rental	0.00	500.00	0.00	500.00
2-32-520	Shop Telephone	0.00	1,300.00	0.00	1,300.00
2-32-521	Gas & Diesel Fuel	1,848.55	1,000.00	(50.49)	2,300.00
2-32-530	Const. & Maint. Supplies	0.00	200.00	85.08	250.00
2-32-532	Gravel, Cold Mix & Sand	3,450.00	3,450.00	749.69	3,000.00
2-32-541	Street Lights	13,433.05	31,000.00	16,036.71	13,850.00
2-32-542	Shop Power	952.74	2,000.00	1,801.39	2,000.00
2-32-543	Shop Natural Gas	1,418.83	2,500.00	2,271.21	1,700.00
2-32-590	Miscellaneous	196.35	300.00	0.00	300.00
2-32-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-32-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-32-920	AMORTIZATION	0.00	0.00	52,632.28	0.00
* TOTAL STREETS & ROADS EXPENSE		37,149.74	71,200.00	101,140.53	54,050.00
WATER EXPENSE					
COURSE REGISTRATION FEES					
2-41-212	Freight	0.00	0.00	0.00	0.00
2-41-215	Stationery & Postage	0.00	0.00	0.00	0.00
2-41-216	Telephone Expense	0.00	0.00	0.00	0.00
2-41-217	Engineering Fees	0.00	0.00	0.00	0.00
2-41-230	Water Testing Supplies	0.00	0.00	0.00	0.00
2-41-250	Maintenance Supplies	256.00	1,000.00	1,022.93	500.00
2-41-251	Water Wells	0.00	0.00	0.00	0.00
2-41-260	Water Tower	0.00	0.00	0.00	0.00
2-41-265	Contracted Services	12,417.80	26,000.00	18,189.92	35,000.00
2-41-270	Insurance	0.00	1,300.00	0.00	1,300.00
2-41-271	Well Easement	0.00	0.00	0.00	0.00
2-41-290					



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
2-41-500	Office Supplies	0.00	0.00	0.00	0.00
2-41-510	Chlorine	0.00	0.00	0.00	0.00
2-41-521	Vehicle Fuel	0.00	0.00	0.00	0.00
2-41-541	Utilities - Power	0.00	0.00	0.00	0.00
2-41-590	Certification Expenses	0.00	0.00	0.00	0.00
2-41-600	SMRWSC - Debiture Payments	6,187.94	6,500.00	8,952.98	11,000.00
2-41-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-41-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-41-920	AMORTIZATION	0.00	0.00	21,831.24	0.00
2-41-930	WRITE OFF UNCOLLECTABLE	0.00	0.00	0.00	0.00
2-41-601	SMRWSC - Water Consumption	17,322.96	45,000.00	44,374.99	37,500.00
2-41-110	Salaries	2,543.92	4,500.00	4,561.22	5,000.00
2-41-130	Payroll Benefits	168.63	300.00	276.12	375.00
2-41-211	Travel & Subsistence	0.00	0.00	0.00	0.00
* TOTAL WATER EXPENSE		38,897.25	84,600.00	99,209.40	90,675.00
SEWER EXPENSE					
2-42-110	Salaries	2,363.58	5,220.00	5,183.72	5,220.00
2-42-130	Payroll Deductions	137.72	375.00	360.34	375.00
2-42-212	Course Fee Registration	0.00	0.00	0.00	0.00
2-42-250	Purchased Repairs & Maint.	1,450.00	1,000.00	23,747.10	4,000.00
2-42-251	Lagoon Cleaning & Maintenance	0.00	200.00	190.30	2,000.00
2-42-270	Sewer General Services	0.00	0.00	0.00	0.00
2-42-275	Contracted Services - Sewer	0.00	1,500.00	0.00	1,500.00
2-42-290	Lagoon Drainage Easement	0.00	100.00	0.00	100.00
2-42-510	Goods & Supplies	0.00	250.00	0.00	250.00
2-42-590	Miscellaneous	0.00	0.00	0.00	0.00
2-42-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-42-765	Wastewater Compliance Testing	0.00	0.00	0.00	0.00
2-42-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-42-920	AMORTIZATION	0.00	0.00	14,408.55	0.00
2-42-930	WRITE OFF UNCOLLECTABLE	0.00	0.00	0.00	0.00
* TOTAL SEWER EXPENSE		3,951.30	8,645.00	43,890.01	13,445.00
WASTE REMOVAL EXPENSES					
2-43-110	Salaries	204.88	500.00	488.60	600.00
2-43-130	Payroll Benefits	13.70	50.00	33.95	100.00
2-43-251	Repairs & Maintenance	68.74	400.00	375.14	0.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
CEMETERY EXPENSE					
2-43-270	Contracted Garbage Pickup	11,725.79	24,750.00	21,508.91	20,000.00
2-43-522	Garbage Site Restoration	0.00	0.00	0.00	0.00
2-43-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-43-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-43-920	AMORTIZATION	0.00	0.00	0.00	0.00
2-43-930	WRITE OFF UNCOLLECTABLE	0.00	0.00	0.00	0.00
*	TOTAL WASTE REMOVAL EXPENSES	12,013.11	25,700.00	22,406.60	20,700.00
CEMETERY EXPENSE					
2-66-110	Salaries	454.88	500.00	488.60	600.00
2-66-130	Payroll Benefits	19.23	40.00	33.95	100.00
2-66-510	General Services & Supplies	1,145.48	1,775.00	525.00	500.00
2-66-762	Transfer to capital	0.00	0.00	0.00	0.00
2-66-910	Transfer to Reserves	0.00	0.00	0.00	0.00
*	TOTAL CEMETERY EXPENSE	1,619.59	2,315.00	1,047.55	1,200.00
FCSS EXPENSE					
2-62-110	FCSS - Program Labour	0.00	0.00	0.00	0.00
2-62-111	FCSS - Postage	440.04	725.00	697.61	850.00
2-62-130	Payroll Benefits	0.00	0.00	0.00	0.00
2-62-211	Travel & Subsistence	0.00	0.00	0.00	0.00
2-62-590	Transfer to capital	0.00	0.00	0.00	0.00
2-62-750	FCSS - Photo Copy Expense	0.00	0.00	220.00	0.00
2-62-755	FCSS Programs	7,799.58	8,806.00	9,289.13	8,700.00
2-62-760	FCSS Management Expenses	0.00	0.00	(228.86)	0.00
2-62-770	Library Grant - closed	0.00	0.00	0.00	0.00
2-62-772	Children's Summer Reading Prog	0.00	0.00	0.00	0.00
2-62-780	Seniors Funding - MSI	0.00	0.00	0.00	0.00
2-62-800	Affordable Housing (NOT FCSS)	0.00	0.00	0.00	0.00
2-62-801	Affordable Housing Labour	0.00	0.00	0.00	0.00
2-62-910	Transfer to Reserves	0.00	0.00	0.00	0.00
*	TOTAL FCSS EXPENSE	8,239.62	9,531.00	9,977.88	9,550.00
PLANNING EXPENSE					
2-66-762	Planning Services expenses	0.00	0.00	0.00	0.00
2-66-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-66-911	Purchase of Land	0.00	0.00	0.00	0.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
* TOTAL PLANNING EXPENSE		0.00	0.00	0.00	0.00
RECREATION EXPENSE					
2-72-271	Insurance	0.00	0.00	0.00	0.00
2-72-510	Parks - Supplies	0.00	150.00	0.00	150.00
2-72-539	Parks - Fuel Costs	0.00	0.00	0.00	0.00
2-72-541	Utilities - Power	0.00	200.00	0.00	200.00
2-72-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-72-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-72-770	Grants - Other Organizations	0.00	0.00	0.00	0.00
2-72-110	Salaries	4,889.19	2,500.00	2,443.00	2,900.00
2-72-130	Payroll Benefits	305.83	175.00	169.75	250.00
2-72-250	Parks - Contract Services	0.00	4,000.00	4,000.00	3,500.00
2-72-270	General Services	0.00	0.00	0.00	0.00
* TOTAL RECREATION EXPENSE		5,195.02	7,025.00	6,612.75	7,000.00
CULTURE EXPENSE					
2-74-110	Salaries	1,080.40	2,500.00	2,443.00	2,900.00
2-74-130	Payroll Benefits	72.20	175.00	169.61	250.00
2-74-220	Advertising	0.00	0.00	0.00	0.00
2-74-225	Memberships	0.00	0.00	0.00	0.00
2-74-230	PUBLIC RELATIONS	0.00	0.00	0.00	0.00
2-74-232	VILLAGE BEAUTIFICATION	627.50	1,000.00	634.70	1,000.00
2-74-251	Repairs & Maintenance	0.00	500.00	0.00	500.00
2-74-252	Miscellaneous	0.00	0.00	0.00	0.00
2-74-271	Insurance	1,218.47	2,750.00	2,541.17	4,000.00
2-74-505	Photocopier Costs	0.00	0.00	0.00	0.00
2-74-510	Website	0.00	0.00	0.00	0.00
2-74-540	Utilities - Gas	932.43	2,000.00	1,891.46	1,600.00
2-74-541	Utilities - Power	2,729.79	6,000.00	5,548.79	4,900.00
2-74-542	Utilities - Telephone Library	0.00	0.00	0.00	0.00
2-74-761	Historic & Main Street Project	0.00	0.00	0.00	0.00
2-74-762	Contribution to Capital	0.00	0.00	0.00	0.00
2-74-770	Grants - Museum	5,400.00	5,400.00	5,800.00	5,000.00
2-74-771	Grants - Library	0.00	5,000.00	6,000.00	6,000.00
2-74-772	Grants - Stettler County Library Grant	0.00	0.00	0.00	0.00
2-74-775	Parkland Reg. Library Reg.	1,404.33	2,000.00	1,874.49	2,100.00
2-74-831	Deventure Interest - Museum	0.00	0.00	0.00	0.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
2-74-832	Debenture Principle - Museum	0.00	0.00	0.00	0.00
2-74-850	Canada Day Celebration	0.00	1,100.00	2,200.00	1,100.00
2-74-910	Transfer to Reserves	0.00	0.00	0.00	0.00
2-74-920	AMORTIZATION	0.00	0.00	806.54	0.00
*	TOTAL CULTURE EXPENSE	13,465.12	28,425.00	29,909.76	29,350.00
REQUISITIONS					
2-80-741	Provincial Education - ASFF	26,776.05	37,638.54	37,638.54	35,000.00
2-80-742	Ambulance Authority	0.00	0.00	0.00	0.00
2-80-743	FIRE DISPATCH SERVICES REQUISITION	0.00	0.00	0.00	0.00
2-80-751	Recreation Requisition County of Stettler	3,832.50	3,835.00	3,285.00	3,300.00
2-80-761	C.of Stettler Housing Auth	6,002.00	6,002.00	5,830.00	5,830.00
2-80-771	Stettler Waste Management Auth	7,117.50	14,396.64	14,396.64	15,000.00
*	TOTAL REQUISITIONS	43,728.05	61,872.18	61,150.18	59,130.00
**	TOTAL EXPENSES	265,479.86	496,463.18	582,493.69	462,600.00
***	SURPLUS/DEFICIT	(184,878.46)	(30,836.23)	75,936.33	(17,549.00)

*** End of Report ***



VILLAGE OF DONALDA

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Balance Sheet Report

2020-Sep-3

11:35:44AM

Operating Only

		2020	2019
		August	Closing Balance
Description	YTD Balance		
Assets	Asset Operating		
Taxes Receivable-Arrears	(400.00)	14,388.72	28,701.19
Allowance for uncollectible taxes	0.00	0.00	0.00
Pre Paid Property Taxes	0.00	3,993.80	3,993.80
Buildings - Accumulated Amortization	0.00	(197,635.42)	(197,635.42)
Machinery - Accumulated Amortization	0.00	(113,023.24)	(113,023.24)
Equipment Under Capital Lease - Acc Amor	0.00	0.00	0.00
Vehicles - Accumulated Amortization	0.00	(31,291.20)	(31,291.20)
Equipment Under Capital Lease	0.00	0.00	0.00
Curbing & Sidewalks	0.00	0.00	0.00
Roads - Accumulated Amortization	0.00	(1,307,203.18)	(1,307,203.18)
Curbing & Sidewalks	0.00	0.00	0.00
Water System	0.00	1,125,563.24	1,125,563.24
Water System - Accumulated Amortization	0.00	(259,504.87)	(259,504.87)
Wastewater System	0.00	881,656.71	881,656.71
Wastewater - Accumulated Amortization	0.00	(274,937.06)	(274,937.06)
Cultural & Historical Accumulated Amort	0.00	0.00	0.00
Total	(400.00)	(157,992.50)	(143,680.03)
Accounts Receivable			
Provincial Operating Grant	0.00	0.00	0.00
Museum Agreement	0.00	0.00	0.00
Library Agreement	0.00	0.00	0.00
Canadian Heritage -Canada Day	0.00	0.00	0.00
TOTAL TAXES RECEIVABLE	0.00	0.00	0.00
Taxes Receivable	(50,530.20)	139,797.09	31,297.05
Property Acquired Tax Rec'able	0.00	0.00	0.00
GST Receivable	352.00	6,093.95	13,095.01
Rounding Account	0.00	0.01	0.00
Receivable From Other Government	0.00	386,877.00	386,877.00
Accounts Receivable - Year End	0.00	4,888.63	4,888.63
Utilities Receivable	(318.30)	17,994.23	16,394.12
WSG Receivable	0.00	0.00	0.00
Total Accounts Receivable	(50,496.50)	555,650.91	452,551.81
Bank			
ATB - Term/GIC Investments	0.00	0.00	0.00
Petty Cash	0.00	70.00	70.00
Cash on Hand	0.00	230.00	230.00
Fire Department Cash	0.00	0.00	0.00
Treasury Branch	57,128.35	1,127,705.37	446,169.82
Fire Department Account	0.00	0.00	0.00
G.I.C. Cemetery	0.00	0.00	0.00
Cemetery Account	0.00	0.00	0.00
G.I.C. Creamery	0.00	0.00	0.00
Creamery Account	0.00	0.00	0.00
Total Bank	57,128.35	1,128,005.37	446,469.82
Fixed Assets			
Buildings	0.00	298,539.09	298,539.09
Machinery	0.00	138,819.42	138,819.42
Land For Own Gov't Uses	0.00	15,928.81	15,928.81
Vehicles - Cost	0.00	34,768.00	34,768.00
Roads	0.00	1,399,034.97	1,399,034.97
Land Held for Resale	0.00	18,472.91	18,472.91



VILLAGE OF DONALDA

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Balance Sheet Report

2020-Sep-3

11:35:44AM

Operating Only

Description	2020		2019
	August	YTD Balance	Closing Balance
Cultural & Historical	0.00	0.00	0.00
Total Fixed Assets	0.00	1,905,563.20	1,905,563.20
Other Assets			
Accrued Interest	(520.58)	(3,818.19)	0.00
Other Assets-Prepaid Expenses	0.00	0.00	0.00
Tax Recovery TB	0.00	18,247.05	18,247.05
Community Enhancement	0.00	0.00	0.00
Total Other Assets	(520.58)	14,428.86	18,247.05
Total Asset Operating	5,711.27	3,445,655.84	2,679,151.85
Total Assets	5,711.27	3,445,655.84	2,679,151.85

Liabilities Liability Operating

Pre Paid Property Taxes	0.00	(3,993.80)	(3,993.80)
Revenue Canada Payable	0.00	66.58	1,369.85
Holiday Pay Payable	(131.80)	(438.98)	0.00
AMSC (Health Benefits)	0.00	0.00	0.00
Banked Time Payable	0.00	0.00	0.00
Total	(131.80)	(4,366.20)	(2,623.95)
Accounts Payable			
Trade Accounts Payable	(30.00)	(30.00)	0.00
Total Accounts Payable	(30.00)	(30.00)	0.00
Other Current Liability			
GST charged on sales	0.00	0.00	0.00
Operating Surplus \ Deficit(-)	0.00	(86,519.23)	(86,519.23)
Equity in Capital Assets	0.00	(1,710,715.27)	(1,710,715.27)
Debenture - Admin. Building	0.00	0.00	0.00
Accrued Audit Fees	0.00	0.00	(28,400.38)
Deferred Other Revenues	0.00	0.00	0.00
TAX RECOVERY SURPLUS	0.00	(17,805.41)	(17,805.41)
Allow. for Doubtful Accounts	0.00	0.00	0.00
Capital Reserves	0.00	0.00	0.00
General Admin. Reserves	0.00	0.00	0.00
The Lamp Fund	0.00	0.00	0.00
Requisition Overlevy	0.00	0.00	0.00
Capital Lease Obligation	0.00	0.00	0.00
Accrued Debenture Interest	0.00	0.00	0.00
Deferred Grant Revenues	0.00	(848,596.00)	(848,596.00)
Administered Trust Liabilities	0.00	0.00	0.00
Fire Reserve	0.00	(13,000.00)	(13,000.00)
Insurance Reserve	0.00	0.00	0.00
Roads & Streets Reserve	0.00	(5,000.00)	(5,000.00)
Deferred Utility Revenues	0.00	0.00	0.00
Utility Deposits	60.00	(1,740.00)	(1,890.00)
Deposits Held in Trust	0.00	0.00	0.00
Water Reserve	0.00	0.00	0.00
Sewer Reserve	0.00	0.00	0.00
Garbage Reserve	0.00	0.00	0.00
Water Metering	0.00	0.00	0.00
Cemetery Reserve	0.00	0.00	0.00
Cemetery Survey Reserve	0.00	0.00	0.00
Recreation & Parks Reserve	0.00	0.00	0.00
Debenture - Museum	0.00	0.00	0.00



VILLAGE OF DONALDA

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Balance Sheet Report

2020-Sep-3

11:35:44AM

Operating Only

Description	2020		2019
	August	YTD Balance	Closing Balance
Creamery Reserve	0.00	0.00	0.00
Operating Reserve	0.00	0.00	0.00
Total Other Current Liability	60.00	(2,683,375.91)	(2,711,926.29)
Total Liability Operating	(101.80)	(2,687,772.11)	(2,714,550.24)
Total Liabilities	(101.80)	(2,687,772.11)	(2,714,550.24)
Current Year Surplus/Deficit	5,609.47	757,883.73	0.00
Total Liabilities	5,711.27	3,445,655.84	0.00

*** End of Report ***



VILLAGE OF DONALDA

Tax Trial Balance (Full Listing)

Trial Balance As Of 2020-09-03

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
Tax Levy		239,942.18	Local Improvement Levy	0.00						
Additional Tax Levy		0.00	Accumulated Penalty	11,448.82						
			Outstanding Penalty	8,806.04						
Sub Ledger		General Ledger								
Current		96,258.58								
1 Year		20,146.48					3-00-211	131,720.34		
2 Years		16,032.12					3-00-212	8,320.29		
3 Years		7,603.45					Totals	140,040.63		
Over 3		0.00								
Outstanding		140,040.63								
Total GL								140,040.63		
Total SL								140,040.63		
Proof								0.00		

*** End of Report ***



VILLAGE OF DONALDA
Utilities Trial Balance (All Balances)
Trial Balance As Of 2020-09-03

Page 1 of 1

2020-Sep-3
12:44:56PM

Account #	Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	9,075.34	3-41-271	15,943.75
Overdue 1	4,605.84		
Overdue 2	2,116.88		
Overdue 3	145.69		
Overdue 4	0.00		
Outstanding	<u>15,943.75</u>	Totals	<u>15,943.75</u>
		Total GL	15,943.75
		Total SL	15,943.75
		Proof	<u>0.00</u>

*** End of Report ***



VILLAGE OF DONALDA

Page 1 of 2

Cheque Listing For Council

2020-Sep-3
12:48:04PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20200257	2020-08-17	ALBERTA ONE CALL CORPORATION	160610	PAYMENT ONE CALL	37.80	37.80
20200258	2020-08-17	ATB FINANCIAL MASTERCARD	bashaw farm sup bsh hhardware canada post7/28 F. Tire 08/11 nutec 08/01 st. hhardware staples 08/11	PAYMENT BUILDING SUPPLIES MISC SUPPLIES DONALDA LITE AUGUST FALT REPAIR ALARM MONITORING MISC SHOP SUPPLIES CORRECTION TAPE	60.35 74.73 60.65 25.98 80.80 110.48 18.89	431.88
20200259	2020-08-17	BASHAW HOME HARDWARE	30934 30995	PAYMENT HAND SANITIZER COMPLEX SHOP SUPPLIES	50.36 125.09	175.45
20200260	2020-08-17	BENOIT, ANDREA	Aug 04, 2020 Cenera FOIP	PAYMENT WINDOW COVERING PROFESSIONAL DEVELOPMENT	19.89 412.50	432.39
20200261	2020-08-17	CENTRAL ALBERTA CO-OP LTD.	4416 4417	PAYMENT DIESEL REGULAR GAS	377.71 221.42	599.13
20200262	2020-08-17	DIGITAL CONNECTION OFFICE SYSTEMS	266630	PAYMENT COPIER USAGE	62.31	62.31
20200263	2020-08-17	Environmental 360 Solutions (Alberta) Ltd.	102207	PAYMENT JULY WASTE	1,747.20	1,747.20
20200264	2020-08-17	HEARTLAND STATIONERS (2014) LTD.	20350	PAYMENT OFFICE SUPPLIES	123.54	123.54
20200265	2020-08-17	MUNICIPAL INFORMATION SYSTEMS INC.	20201064	PAYMENT CONTRACT MONTHLY	421.69	421.69
20200266	2020-08-17	OK TIRE BASHAW	22960	PAYMENT LAWN TRACTOR	133.28	133.28
20200267	2020-08-17	SHIRLEY McCLELLAN REGIONAL WATER SERV	smrwsc001300	PAYMENT WATER CONSUMPTION	1,243.78	1,243.78
20200268	2020-08-17	STETTLER HOME HARDWARE	111783	PAYMENT WEEED EATER STRING	31.71	31.71
20200269	2020-08-17	STETTLER WASTE MANAGEMENT AUTHORITY	0002102	PAYMENT Q2 WASTE REQUISITION	3,558.75	3,558.75
20200270	2020-08-17	TRINUS TECHNOLOGIES	r55294-28425	PAYMENT MONTHLY CONTRACT	445.10	445.10
20200271	2020-08-17	VITAL EFFECT	7237	PAYMENT WEB AND EMAIL MONITORING	55.00	55.00
20200272	2020-08-18	KODOO MOBILE	July 16 Billing	PAYMENT PW CELL PHONE JULY 16 BILL	22.10	22.10
20200273	2020-08-18	TELUS COMMUNICATIONS INC.	July 10 Billing	PAYMENT LAND LINES JULY 10 BILLING	158.60	158.60
20200274	2020-08-31	BENOIT, ANDREA L				
20200275	2020-08-31	RAMSTAD, CHAD				
20200276	2020-08-31	NORMAN, BYRON R				
20200277	2020-08-31	CHAPPELL BENOIT, HOLLY R				
20200278	2020-08-31	WELLS, JENNIFER D				
20200279	2020-08-31	AUMA	August 10 state	PAYMENT JULY UTILITY	3,152.86	3,152.86



VILLAGE OF DONALDA

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Cheque Listing For Council

2020-Sep-3
12:48:04PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20200280	2020-08-31	BENOIT, ANDREA	August 26 kms	PAYMENT MILEAGE BANK DEPOIST AUGUS	42.64	42.64
20200281	2020-08-31	NORMAN, BYRON	012781	PAYMENT 4 URN INTERMENT DIGS	341.75	341.75
20200282	2020-08-31	RECEIVER GENERAL	August Payroll	PAYMENT PAYROLL REMITTANCE AUGUST	953.37	953.37
20200283	2020-08-31	Vallet, Kristie	08.2020 Mileage 08/20	PAYMENT AUGUST MANAGERIAL MILEAGE AUGUST BANK DEPOS	4,410.00 127.92	4,537.92
20200284	2020-08-31	WELLS, JENNIFER	Aug Janitorial	PAYMENT AUGUST JANITORIAL	150.00	150.00

Total 23,394.93

*** End of Report ***

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	Bylaw 728/20 Urban Chickens
Agenda Number:	5.5 Village Business

Background Information:

The need for specific legislation surrounding hen keeping within village limits arose during gallery time at the July Regular Meeting of Council. Council Resolution 177-20 directed Administration to draft an appropriate bylaw for consideration.

Discussion/Options/Benefits:

Upon reviewing Bylaw #728/20 Urban Chickens – Draft – Council can proceed with all three reading necessary to enact the proposed bylaw or recommend to Administration revisions.

Source of Funding/Estimated Costs

No cost associated with enacting Bylaw #728/20

Recommended Options:

To proceed with reading one through three of Bylaw #728/20.

Motion brought by Council:

BY-LAW # 728 - 2020
VILLAGE OF DONALDA

WHEREAS, Pursuant to section 7 of the *Municipal Government Act, RSA, c M-36, and any amending or succeeding legislation*; The Council of a municipality may pass bylaws for municipal purposes respecting: the safety, health, and welfare of people and the protection of people and property; wild and domestic animals, and activities in relation to them; and the enforcement of bylaws; and

WHEREAS, Pursuant to section 8 of the *Municipal Government Act* the Council of a municipality may, in a bylaw, regulate or prohibit and to provide for a system of licenses, permits, and approvals.

NOW THEREFORE, COUNCIL OF THE VILLAGE OF DONALDA, IN THE PROVINCE OF ALBERTA, ENACTS AS FOLLOWS:

PART 1- PURPOSE

The purpose of this bylaw is to regulate the keeping of chickens within the corporate boundaries of the Village of Donalda in districts designated General Residential and Low Density Residential under the Village of Donalda Land Use Bylaw # 625 and to remain in compliance with both the parameters of this Bylaw and any associated bylaws, provincial or federal enactments that may apply.

PART 2 – INTERPRETATION

2.1 This Bylaw will be cited as the “Urban Chickens Regulation Bylaw”.

2.2 Definitions

- a) “Act” means the Municipal Government Act as amended from time to time;
- b) “Adjoining Neighbours” means a site that is contiguous along a common property line. If the subject site is located on a corner, an adjoining site includes a site that is adjacent across a rear lane, but not across a street;
- c) “Animal Health Act” means Statute of Alberta, 2007, Chapter A-40.2;
- d) “Bee” means the insect *Apis mellifera L.*, also known as honey bees;
- e) “Bylaw” means a bylaw of the Village of Donalda and amendments thereto;
- f) “CAO” means the person appointed to the position of Chief Administrative Officer by Council pursuant to the Act;
- g) “Coop” means a fully enclosed weather proof structure and attached Outdoor Enclosure used for the keeping of Urban Chickens pursuant to any applicable accessory building or structure provisions in Land Use Bylaw;
- h) “Council” means the Mayor and other members of the Council of the Village of Donalda as duly elected from time to time pursuant to the provisions contained in the Local Authorities Election Act;
- i) “Hen” means a domesticated female chicken;
- j) “Land Use Bylaw” means the most recent, approved bylaw that governs land use within the Village of Donalda;
- k) “Licence” means the holder of a licence issued pursuant to this bylaw authorizing the licence holder to keep urban chickens on a specific property within a residential neighbourhood;
- l) “Licensee” means the holder of a licence pursuant to this bylaw;
- m) “Outdoor Enclosure” means a securely enclosed, roofed outdoor area attached to and forming part of a coop having a bare earth or vegetated floor for Urban Chickens to roam;

- n) "Peace Officer" is as defined in the Provincial Offences Procedure Act, RSA 2000, c P-34, and any amending or succeeding legislation;
- o) "Pedestrian Walkway" means a path, trail, or sidewalk for pedestrian circulation that cannot be used for motorized vehicular use;
- p) "Planning & Development Services" means a department of the Village of Donalda
- q) "Rooster" means a domesticated male chicken;
- r) "Village" means the Village of Donalda;
- s) "Urban Chicken" means a Hen that is at least 16 weeks of age and is kept for non-commercial purposes.

PART 3 – RESPONSIBILITIES OF LICENCE HOLDERS

3.1 Urban Chicken Licence

3.1.1 Urban chicken licensees must comply with the *Animal Health Act* and any other applicable standards adopted by the province of Alberta.

3.1.2 Urban chicken owners on whose property hens are kept have a duty to take reasonable measures to ensure that:

- i. The coop and hens that are kept in the coop do not pose a safety risk to persons on adjacent public or private property
- ii. The potential for damage to building and/or property located on the adjacent public or private property as a result of the keeping of urban chickens is minimized;
- iii. Required procedures are followed as outlined by the Canadian Food Inspection Agency to reduce potential disease outbreak.

3.1.3 Urban chicken owners must apply annually for a Village of Donalda Licence as per the process outlined in the Urban Chicken Licence Application.

PART 4 – GENERAL PROVISIONS

- 4.1 Nothing contained within this bylaw relieves a person from complying with any other applicable municipal, provincial, or federal legislation, regulation or any requirements of any applicable permit, order, consent, agreement, or other direction.
- 4.2 Where this bylaw refers to another Act, Regulation, or Agency, it included reference to any Act, Regulation, or Agency that may be substituted therefore.
- 4.3 In the event that any provision of the bylaw is to any extent invalid or incapable or being enforced, such provision shall be excluded to the extent of such invalidity or unenforceability; all other terms and provisions shall remain in full force and effect.
- 4.4 Every provision of this bylaw is independent of all other provisions, if any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.
- 4.5 This bylaw only applies to coops located within the Village and those coops shall be in compliance with the Village of Donalda Land Use Bylaw with respect to:

- a) Permitted uses for the Land Use District;
 - b) Any applicable accessory building setbacks;
 - c) Any applicable principal dwelling setbacks or other regulations.
- 4.6 The keeping of urban chickens for the purpose of this bylaw are for personal, non-commercial use only.
- 4.7 Any person wanting to keep urban chickens must obtain a Premises Identification (PID) under the Premises Identification Regulation (200/2008) in the *Alberta Animal Health Act*.
- 4.8 No more than three (3) hens can be kept on one (1) parcel of urban reserve.
- 4.9 The keeping of urban chickens in parks, reserve land, or on open spaces occupied or managed by the Village is not permitted under this bylaw.
- 4.10 A single parcel of urban reserve cannot be licenced for both urban chickens and urban bees together unless the site is equal to or greater than 0.3 acres or 1 214 square meters in area.
- 4.11 Adjoining neighbours to a licence-holding residence cannot hold a licence for the same animal unless their residential parcel is equal to or greater than 0.3 acres or 1 214 square meters in area.
- 4.12 Licences issued under this bylaw shall not be transferable from one person or property to another.

PART 5 – LICENCE REQUIREMENTS

- 5.1 The fee for a licence must be paid prior to approval and the applicable fee is identified in Schedule 'A' attached hereto.
- 5.2 An approved licence can be suspended or revoked, without refund or compensation by the CAO, at any time if it can be determined by a Peace Officer that there is a non-compliance with this bylaw or the licence application.
- a) A licensee with a revoked licence can reapply for a new licence but must show compliance with all requirements and pay all applicable fees unless the fee(s) are waived by the CAO.
- 5.3 Licence application or renewals that are denied may be reconsidered by the CAO, upon request of the licensee, within thirty (30) business days of the decision rendered by the Village.
- 5.4 A licence can be applied for at any time of the year.

PART 6 – COOP REQUIREMENTS

- 6.1 Only hens will be allowed to be kept.
- 6.2 Roosters are prohibited.
- 6.3 Each hen must be provided with food, water, shelter, light, ventilation, care, and opportunities for essential behaviours such as scratching, dustbathing, and roosting, all sufficient to maintain the hen in good health.
- 6.4 No hen shall be slaughtered on the property.

- 6.5 Hens will be disposed of by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of hens.
- 6.6 Coops are restricted to rear yards with reasonable protection from access to other animals or children and each coop must provide each hen with at least 0.37 square meters of interior floor area, and at least 0.92 square meters of outdoor enclosure, within the coop.
- 6.7 The licensee must provide and maintain, in the coop, at least one nest box per coop and one per hen that is at least 15 cm long.
- 6.8 A licensee must keep each hen in the coop at all times
- 6.9 The coop must be maintained in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances.
- 6.10 A licensee must construct and maintain the coop to prevent any rodent from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal.

PART 7 – LICENCE APPLICATION AND INFORMATION

- 7.1 Before the issuance or renewal of a licence to this part, the applicant or licensee must submit to the Village:
 - a) A completed licence application form, as supplied by the CAO;
 - b) The appropriate licence fee prescribed in Schedule 'A' attached to this bylaw; and
 - c) Any other additional information required by the Village, including, but not limited to:
 - a. The name, address, and contact information of the applicant or licensee;
 - b. Written permission from the registered property owner, if different, to install a coop on the property.
 - c. A drawing that shows the coop location on the property, and associated setbacks if there is no solid fence and/or the property is adjacent to a pedestrian walkway (if applicable);
 - d. Proof of a Premises Identification (PIO) number pursuant to the *Animal Health Act*.
 - e. Plan for disposal of animal waste.
- 7.2 Notwithstanding Section 7.1, at the time of initial application for a licence, the applicant must submit to the Village either:
 - a) Written support from all adjoining neighbours to the issuance of a licence for urban chickens; or
 - b) Evidence that all adjoining neighbours have been asked for their support or views by the applicant and given reasonable time to respond or contact the Village.
- 7.3 Refusal by one or more adjoining neighbours to support an application will leave an application approval or refusal at the discretion of the CAO or designate, who may choose to contact adjoining neighbours for additional information.
- 7.4 Valid licences expire on December 31st each year and must be annually renewed by January 31st of the following year or a late fee may be applied in addition to the annual licence fee.

- 7.5 No person shall give false information when applying for a licence pursuant to this bylaw.
- 7.6 The Village may refuse to issue a licence or may revoke a licence by providing written notice to the applicant or licensee.

PART 8 – OFFENCES AND PENALTIES:

- 8.1 Any person who contravenes any provision of this bylaw by:
- a) Doing any act or thing which the person is prohibited from doing; or
 - b) Failing to do any act or thing which the person is required to do;
- Is guilty of an offense
- 8.2 Any person who is convicted of an offense pursuant to this bylaw is liable on summary conviction to a fine not exceeding \$10,000.00.
- 8.3 Where the CAO, an officer, or a peace officer has reason to believe that a person has contravened any provision of this bylaw, and that it is in the best interest of the Village to compel the person to appear in front of a Provincial Court, he/she/they may direct a peace officer to commence proceedings to issue a Part 2 Summons pursuant to the Provincial Offense Procedure Act of Alberta.
- 8.4 Where the CAO, an officer, or a peace officer has reason to believe that a person has contravened any provision of this bylaw, notice shall be served in accordance with the Municipal Government Act allowing payment of the specified penalty, as specified per Schedule 'B' attached to this bylaw, in lieu of prosecution for the offense.
- 8.5 Where a contravention of this bylaw is of a continuing nature, further violation tickets may be issued by a peace officer, provided that no more than one ticket shall be issued for each day that the contravention continues.
- 8.6 This section shall not prevent any peace officer from issuing a violation ticket requiring a court appearance of the defendant, pursuant of the Provincial Offences Procedures Act.
- 8.7 The levying and payment of any fine in this bylaw shall not relieve a person from the necessity of paying any fees, charges or costs for which that person is liable under the provisions of this bylaw or any other bylaw of the Village of Donalda.
- 8.8 Where there is a specified penalty listed for an offence in Schedule 'B' of this bylaw, the amount is the specified penalty for the offence.
- 8.9 Where any person contravenes the same provision of this Bylaw,
- a) Twice within twelve (12) month period, the specified penalty payable in respect of the second contravention shall be double the amount provided for in Schedule 'B' of this bylaw; or
 - b) Three or more times within a twelve (12) month period, the specified penalty payable in respect of the third or subsequent contravention shall be triple the amount provided for in Schedule 'B' of this bylaw.

8.10 Licensees shall make themselves and their coop available for inspection upon reasonable request by a peace officer.

8.11 Subsequent to any inspection under section 8.10, the Village can compel a licensee to take any necessary disease and/or environmental mitigation measures if required.

PART 9 – EFFECTIVE DATE AND READINGS:

9.1 This bylaw shall come into full force and effect upon adoption.

9.2 Read a **first** time this 15th day of September, 2020.

VILLAGE OF DONALDA

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

9.3 Read a **second** time this ____ day of _____, 2020.

VILLAGE OF DONALDA

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

9.4 Read a **third** time this ____ day of _____, 2020.

VILLAGE OF DONALDA

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

BY-LAW # 728 – 2020
SCHEDULE 'A'
Urban Chickens

(GST not Applicable)

DESCRIPTION	FEE	EXPLANATORY INFORMATION
Application/ Renewal for up to 3 Urban Chickens	\$60 per annum	Section 7 of Bylaw
Late Payment Fee	\$50 in addition	Section 7.4

BY-LAW # 728 – 2020
SCHEDULE 'B'
Urban Chickens

The specified penalties for any contravention of this bylaw #728 – 2020 are specified for within a twelve (12) month period, as follows:

First Offence: \$250.00

Second Offence: \$500.00

Third Offence: \$750.00

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	Bylaw 729/20
Agenda Number:	5.6 Village Business

Background Information:

The need for specific legislation surrounding bee keeping within village limits arose during gallery time at the July Regular Meeting of Council. Council Resolution 176-20 directed Administration to draft an appropriate bylaw for consideration.

Discussion/Options/Benefits:

Upon reviewing Bylaw #729/20 Bee Keeping – Draft – Council can proceed with all three reading necessary to enact the proposed bylaw or recommend to Administration revisions.

Alternatively, Council can proceed with first reading and set a date for public hearing.

Source of Funding/Estimated Costs

No cost associated with enacting Bylaw #729/20

Recommended Options:

To proceed with first reading September 15, 2020 and schedule a Public Hearing for October 20, 2020 during a recess of the Regular Meeting of Council.

Motion brought by Council:

BY-LAW # 729 - 2020
VILLAGE OF DONALDA

WHEREAS, Pursuant to section 7 of the *Municipal Government Act, RSA, c M-36, and any amending or succeeding legislation*; The Council of a municipality may pass bylaws for municipal purposes respecting: the safety, health, and welfare of people and the protection of people and property; wild and domestic animals, and activities in relation to them; and the enforcement of bylaws; and

WHEREAS, Pursuant to section 8 of the *Municipal Government Act* the Council of a municipality may, in a bylaw, regulate or prohibit and to provide for a system of licenses, permits, and approvals.

NOW THEREFORE, COUNCIL OF THE VILLAGE OF DONALDA, IN THE PROVINCE OF ALBERTA, ENACTS AS FOLLOWS:

PART 1- PURPOSE

The purpose of this bylaw is to regulate and provide guidelines for residents to keep bees in districts designated Urban Reserve under Village of Donalda Land Use Bylaw # 625 and to remain in compliance with both the parameters of this Bylaw and any associated bylaws, provincial or federal enactments that may apply.

PART 2 – INTERPRETATION

2.1 This Bylaw will be cited as the “Urban Bees Regulation Bylaw”.

2.2 Definitions

- a) “Act” means the Municipal Government Act as amended from time to time;
- b) “Adjoining Neighbours” means a site that is contiguous along a common property line. If the subject site is located on a corner, an adjoining site includes a site that is adjacent across a rear lane, but not across a street;
- c) “Animal Health Act” means Statute of Alberta, 2007, Chapter A-40.2;
- d) “Bee” means the insect *Apis mellifera L.*, also known as honey bees;
- e) “Beekeeper” means a person who owns and possesses bees or beekeeping equipment or both;
- f) “Bylaw” means a bylaw of the Village of Donalda and amendments thereto;
- g) “CAO” means the person appointed to the position of Chief Administrative Officer by Council pursuant to the Act;
- h) “Council” means the Mayor and other members of the Council of the Village of Donalda as duly elected from time to time pursuant to the provisions contained in the Local Authorities Election Act;
- i) “Hive” means beehive equipment inhabited by bees;
- j) “Land Use Bylaw” means the most recent, approved bylaw that governs land use within the Village of Donalda;
- k) “Licence” means the holder of a licence issued pursuant to this bylaw authorizing the licence holder to keep urban bees on a specific property within a residential neighbourhood;
- l) “Licensee” means the holder of a licence pursuant to this bylaw;
- m) “Peace Officer” is as defined in the Provincial Offences Procedure Act, RSA 2000, c P-34, and any amending or succeeding legislation;
- n) “Pedestrian Walkway” means a path, trail, or sidewalk for pedestrian circulation that cannot be used for motorized vehicular use;

- o) "Planning & Development Services" means a department of the Village of Donalda
- p) "Provincial Apiculturist" means the individual designated as the Provincial Apiculturist in accordance with the Bee Act;
- q) "Super" means a Beehive box which holds frames used for brood rearing and storing honey;
- r) "Village" means the Village of Donalda;
- s) "Urban Chicken" means a Hen that is at least 16 weeks of age and is kept for non-commercial purposes.

PART 3 – RESPONSIBILITIES OF LICENCE HOLDERS

3.1 Urban Bees Licence

3.1.1 Beekeepers must comply with the *Bee Act* and the *Animal Health Act*.

3.1.2 Beekeepers, or the owner of any parcel of land on which bees are kept, must ensure:

- i. Good husbandry practices and maintenance to prevent swarming, aggressive behaviour, and disease, and
- ii. That adequate water is provided at all times for the bees to deter the bees from seeking water from alternate sources

3.1.3 Urban bee owners must apply annually for a Village of Donalda Licence as per the process outlined in the Urban Bees Licence Application.

PART 4 – GENERAL PROVISIONS

- 4.1 Nothing contained within this bylaw relieves a person from complying with any other applicable municipal, provincial, or federal legislation, regulation or any requirements of any applicable permit, order, consent, agreement, or other direction.
- 4.2 Where this bylaw refers to another Act, Regulation, or Agency, it included reference to any Act, Regulation, or Agency that may be substituted therefore.
- 4.3 In the event that any provision of the bylaw is to any extent invalid or incapable or being enforced, such provision shall be excluded to the extent of such invalidity or unenforceability; all other terms and provisions shall remain in full force and effect.
- 4.4 Every provision of this bylaw is independent of all other provisions, if any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.
- 4.5 This bylaw only applies to hives located within the Village and those hives shall be in compliance with the Village of Donalda Land Use Bylaw with respect to:
 - a) Permitted uses for the Land Use District;
 - b) Any applicable accessory building setbacks;
 - c) Any applicable principal dwelling setbacks or other regulations.
- 4.6 The keeping of urban bees for the purpose of this bylaw are for personal, non-commercial use only.

- 4.7 Any person wanting to keep urban bees must obtain a Premises Identification (PID) under the Premises Identification Regulation (200/2008) in the *Alberta Animal Health Act*.
- 4.8 No more than two (2) hives can be kept on one (1) parcel of urban reserve.
- 4.9 Beekeeping in parks, reserve land, or on open spaces occupied or managed by the Village is not permitted under this bylaw.
- 4.10 A single parcel of urban reserve cannot be licenced for both urban chickens and urban bees together unless the site is equal to or greater than 0.3 acres or 1 214 square meters in area.
- 4.11 Adjoining neighbours to a licence-holding residence cannot hold a licence for the same animal unless their residential parcel is equal to or greater than 0.3 acres or 1 214 square meters in area.
- 4.12 Licences issued under this bylaw shall not be transferable from one person or property to another.

PART 5 – LICENCE REQUIREMENTS

- 5.1 The fee for a licence must be paid prior to approval and the applicable fee is identified in Schedule 'A' attached hereto.
- 5.2 Each beekeeper must take or have completed a completed beekeeping course from an accepted organization or association or provide written evidence of equivalent experience.
- 5.3 An approved licence can be suspended or revoked, without refund or compensation by the CAO, at any time if it can be determined by a Peace Officer that there is a non-compliance with this bylaw or the licence application.
 - a) A licensee with a revoked licence can reapply for a new licence but must show compliance with all requirements and pay all applicable fees unless the fee(s) are waived by the CAO.
- 5.4 Licence application or renewals that are denied may be reconsidered by the CAO, upon request of the licensee, within thirty (30) business days of the decision rendered by the Village.
- 5.5 A licence can be applied for at any time of the year.

PART 6 – HIVE REQUIREMENTS

- 6.1 A hive must include a bottom board, a hive cover, and a maximum of four (4) Supers. The hive must not measure more than 127 cm (50 in.) x 51 cm (20 in.) x 51 cm (20 in.).
 - 6.1.1 Hives are restricted to the rear yard of a property.
- 6.2 Hive entrances are to be directed away from adjoining properties.
- 6.3 Hives are to be located:
 - a) At a minimum distance of three (3) metres (10 ft.) from all property lines; and
 - b) Within a rear yard enclosed by a solid fence or hedge that is a minimum 1.8 metres (6 ft.) in height.

- 6.4 Hives located in open spaces, without defined rear yard, must be located a minimum of three (3) metres (10 ft.) from all property lines and be located within a secure enclosure that is a minimum of 1.8 metres (6 ft.) in height.
- 6.5 Hives on properties located adjacent to pedestrian walkways must be located a minimum of three (3) metres (10 ft.) from the property line adjacent to the pedestrian walkway and within a rear yard enclosed by a solid fence or hedge that is a minimum 1.8 metres (6 ft.) in height.

PART 7 – LICENCE APPLICATION AND INFORMATION

- 7.1 Before the issuance or renewal of a licence to this part, the applicant or licensee must submit to the Village:
- a) A completed licence application form, as supplied by the CAO;
 - b) The appropriate licence fee prescribed in Schedule 'A' attached to this bylaw; and
 - c) Any other additional information required by the Village, including, but not limited to:
 - a. The name, address, and contact information of the applicant or licensee;
 - b. Written permission from the registered property owner, if different, to install hive(s) on the property.
 - c. A drawing that shows the hive location on the property, and associated setbacks if there is no solid fence and/or the property is adjacent to a pedestrian walkway (if applicable);
 - d. Proof of success in training from an accepted organization or association;
 - e. Disease and swarm safety plan for urban bees at the site;
 - f. Proof of registration with the Provincial Apiculturist every year by June 30; and
 - g. Plan for disposal of animal waste.
- 7.2 Notwithstanding Section 7.1, at the time of initial application for a licence, the applicant must submit to the Village either:
- a) Written support from all adjoining neighbours to the issuance of a licence for urban bees; or
 - b) Evidence that all adjoining neighbours have been asked for their support or views by the applicant and given reasonable time to respond or contact the Village.
- 7.3 Refusal by one or more adjoining neighbours to support an application will leave an application approval or refusal at the discretion of the CAO or designate, who may choose to contact adjoining neighbours for additional information.
- 7.4 Valid licences expire on December 31st each year and must be annually renewed by January 31st of the following year or a late fee may be applied in addition to the annual licence fee.
- 7.5 No person shall give false information when applying for a licence pursuant to this bylaw.
- 7.6 The Village may refuse to issue a licence or may revoke a licence by providing written notice to the applicant or licensee.

PART 8 – OFFENCES AND PENALTIES:

- 8.1 Any person who contravenes any provision of this bylaw by:
- a) Doing any act or thing which the person is prohibited from doing; or

b) Failing to do any act or thing which the person is required to do;

Is guilty of an offense

- 8.2 Any person who is convicted of an offense pursuant to this bylaw is liable on summary conviction to a fine not exceeding \$10,000.00.
- 8.3 Where the CAO, an officer, or a peace officer has reason to believe that a person has contravened any provision of this bylaw, and that it is in the best interest of the Village to compel the person to appear in front of a Provincial Court, he/she/they may direct a peace officer to commence proceedings to issue a Part 2 Summons pursuant to the Provincial Offense Procedure Act of Alberta.
- 8.4 Where the CAO, an officer, or a peace officer has reason to believe that a person has contravened any provision of this bylaw, notice shall be served in accordance with the Municipal Government Act allowing payment of the specified penalty, as specified per Schedule 'B' attached to this bylaw, in lieu of prosecution for the offense.
- 8.5 Where a contravention of this bylaw is of a continuing nature, further violation tickets may be issued by a peace officer, provided that no more than one ticket shall be issued for each day that the contravention continues.
- 8.6 This section shall not prevent any peace officer from issuing a violation ticket requiring a court appearance of the defendant, pursuant of the Provincial Offences Procedures Act.
- 8.7 The levying and payment of any fine in this bylaw shall not relieve a person from the necessity of paying any fees, charges or costs for which that person is liable under the provisions of this bylaw or any other bylaw of the Village of Donalda.
- 8.8 Where there is a specified penalty listed for an offence in Schedule 'B' of this bylaw, the amount is the specified penalty for the offence.
- 8.9 Where any person contravenes the same provision of this Bylaw,
- a) Twice within twelve (12) month period, the specified penalty payable in respect of the second contravention shall be double the amount provided for in Schedule 'B' of this bylaw; or
 - b) Three or more times within a twelve (12) month period, the specified penalty payable in respect of the third or subsequent contravention shall be triple the amount provided for in Schedule 'B' of this bylaw.
- 8.10 Licensees shall make themselves and their hives available for inspection upon reasonable request by a peace officer.
- 8.11 Subsequent to any inspection under section 9.10, the Village can compel a licensee to take any necessary disease and/or environmental mitigation measures if required.

PART 9 – EFFECTIVE DATE AND READINGS:

- 9.1 This bylaw shall come into full force and effect upon adoption.

9.2 Read a **first** time this 15th day of September, 2020.

VILLAGE OF DONALDA

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

9.3 Read a **second** time this ____ day of _____, 2020.

VILLAGE OF DONALDA

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

9.4 Read a **third** time this ____ day of _____, 2020.

VILLAGE OF DONALDA

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

BY-LAW # 729 – 2020
SCHEDULE 'A'
Urban Bees

(GST not Applicable)

DESCRIPTION	FEE	EXPLANATORY INFORMATION
Application/ Renewal for up to 2 Hives for Urban Bees	\$100 per annum	Section 7 of Bylaw
Late Payment Fee	\$50 in addition	Section 7.4

BY-LAW # 729 – 2020
SCHEDULE 'B'
Urban Bees

The specified penalties for any contravention of this bylaw #729 – 2020 are specified for within a twelve (12) month period, as follows:

First Offence: \$250.00

Second Offence: \$500.00

Third Offence: \$750.00

Rick & Esther Bowey
3008 Olson Str.

Village of Donaldson.

Re. Honey Bees

Ron at 3014 Olson Str. has acquired Honey Bees this year. We both feel it is a huge advantage having pollinators in the neighbourhood, our garden was successful this year because of them.

September 08/20

Esther Bowey

**Village of Donalda
Request for Decision (RFD)**

Meeting: REGULAR MEETING
Meeting Date: September 15, 2020
Originated by: CAO Vallet
Decision Title: Appointment of Regional Intermunicipal
Subdivision and Development Appeal Board
Clerk
Agenda Number: 5.7 Village Business

Background Information:

The Village of Donalda participated in a Municipal Accountability Program review June 10, 2019. Through this review legislative gaps were identified.

3.10.3 SDAB Clerk to be appointed by resolution.

Discussion/Options/Benefits:

Appoint Craig Teal as the clerk of the Regional Intermunicipal Subdivision and Development Appeal Board.

Source of Funding/Estimated Costs

Recommended Options:

By Council Resolution appoint Craig Teal as the Clerk of the Regional Intermunicipal Subdivision and Development Appeal Board.

Motion brought by Council:

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	Naming of Financial Institute
Agenda Number:	5.8 Village Business

Background Information:

The Village of Donalda participated in a Municipal Accountability Program review June 10, 2019. Through this review legislative gaps were identified.

3.8.4 Municipal Accounts: Banking institutions to be named by formal resolution.

Discussion/Options/Benefits:

Name the Alberta Treasury Branch as the Village of Donalda's financial institution.

Source of Funding/Estimated Costs

Recommended Options:

By Resolution of Council name the Alberta Treasury Branch as the Village of Donalda's financial institution.

Motion brought by Council:

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	Bylaw 732/20 – Council Procedural Bylaw
Agenda Number:	5.9 Village Business

Background Information:

The Village of Donalda participated in a Municipal Accountability Program review June 10, 2019. Through this review legislative gaps were identified.

Bylaw 730 Council Procedural 3.3 and 10.1 contain content in contravention to the Municipal Government Act Revised Statutes of Alberta 2000.

Discussion/Options/Benefits:

Repeal Bylaw 730 and replace with Bylaw 732/20 Council Procedural-Draft

Source of Funding/Estimated Costs

Recommended Options:

Hold readings one through three of Bylaw 732/20 in the September 15, 2020 Regular Meeting of Council.

Motion brought by Council:

Village of Donalda
Bylaw # 730-132/20 Council Procedural Bylaw

A Bylaw of the Village of Donalda to regulate the proceedings of Council of the Village of Donalda and to define the duties of Council.

WHEREAS, Section 145 of the Alberta Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000 provides that Council may make rules and regulations for called meetings, governing its proceedings and the conduct of its members; and

WHEREAS, Council of Village of Donalda, in the Province of Alberta, consider it desirable to adopt a procedural bylaw.

NOW THEREFORE, Council of Village of Donalda, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. Title

1.1 This Bylaw is called "Council Procedural Bylaw"

2. DEFINITIONS

2.1 "Act" means the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended from time to time;

2.2 "Administrator" is the person appointed by Council as the Chief Administrative Officer pursuant to the Municipal Government Act;

2.3 "Agenda" is the first list of items and order of business for any meeting;

2.4 "Bylaw" is a Bylaw of the Village of Donalda;

2.5 "Chairman" is the person presiding at meetings, and when in attendance at a Council meeting, shall mean the Mayor;

2.6 "Council" is the members of Council of Village of Donalda elected pursuant to the provisions of the Local Authorities Election Act;

2.7 "Deputy Mayor" is the member of Council who is appointed pursuant to the Municipal Government Act to act as Mayor in the absence or incapacity of the Mayor;

2.8 "In Camera" is a session that is held in private and may include any person or persons invited by Council;

- 2.9 "Mayor" is the member of Council duly appointed to office pursuant to Municipal Government Act
- 2.10 "Person" shall include an individual, partnership, association, body corporate, trustee, executor, administrator, or legal representative;
- 2.11 "Quorum" is a majority of those members elected and serving on Council;
- 2.12 "Recorded Vote" is the call, by a member of Council, prior to a vote on a motion, for a record to be kept of the members voting for and against a motion;
- 2.13 "Resolution" means a motion made by Council;
- 2.14 "Special Meeting of Council" is a meeting called pursuant to Municipal Government Act

3. Application

- 3.1 This Bylaw shall govern the proceedings of Council and shall be binding upon all members;
- 3.2 When any matter relating to the meeting procedures is not addressed in this Bylaw, Roberts' Rule of Order shall prevail;
- ~~3.3 Any provision of this Bylaw may be temporarily altered or suspended by an affirmative vote of two-thirds of all members~~

4. Quorum

- 4.1 As soon as there is a Quorum of Members of Council after the hour fixed for the meeting, the Chairman shall take the Chair and call the meeting to order;
- 4.2 Unless a Quorum is present within thirty (30) minutes after the time appointed for the meeting, the Chief Administrative Officer shall adjourn the meeting until the next regular meeting, unless a special meeting is called prior to next regular meeting date;
- 4.3 The agenda for the adjourned meeting shall presented at the next regular meeting prior to the agenda for the subsequent meeting, or be used as the agenda for the special meeting called for that purpose;

5. Regular Council Meetings

- 5.1 Council shall hold as many meetings in each year as are considered necessary to adequately deal with the business of the Village of Donaldda;
- 5.2 The Council may at any meeting decide to hold a regular meeting of Council and pass a resolution stating the date, time, and place of such a meeting;
- 5.3 The duration of Regular Council Meetings shall adjourn no later than three (3) hours after being called to order. Upon majority vote, the Council meeting may be extended one half hour.
- 5.4 Attendance at Regular Council Meetings is **mandatory** by members of Council. Absence of attending meetings will be in written notice to the Chief Administrative Officer by Noon of date of meeting. Electronic meeting devices will be considered by the majority of Council and passed by resolution prior to meeting date.
- 5.5 Council members must not be absent for more than two consecutive regular meeting dates, unless absences were accepted by Council at previous meeting

6. Agendas for Regular Council Meetings

- 6.1 The agenda for each regular and special meetings of Council shall be prepared by the Chief Administrative Officers and distributed to each member of Council at least two days prior to meeting date.
- 6.2 Any member of Council or any person wishing to have an item placed on the agenda, shall make the submission in written form no later than noon, five (5) days prior to meeting date. The submission shall contain sufficient information to the satisfaction of the Chief Administrative Officer to ensure Council has the ability to discuss the item.
- 6.3 No item of business shall be considered by the Council if the item has not been placed on the agenda unless members of Council present by a two-thirds majority vote, agree to the item being placed on the agenda.
- 6.4 The agenda shall list the items and order of business to be conducted at regular Council meetings as outlined:
 - 1. Call to Order

2. Approval of Agenda
3. Delegation/Guests
4. Approval of Previous Minutes
5. Business Arising from Previous Minutes
6. Financial Reports
7. New Business
8. Council Committee Report
9. Chief Administrative Report
10. Other Information/Reports
11. In Camera
12. Next Meeting Date
13. Adjournment

7. Public Presentation to Council

- 7.1 Requests to speak/present an item to Council shall be no longer in duration than 15 minutes and submission of information to comply with section 6.2 of this Bylaw. Submissions that do not meet timeline requirements for the Council meeting will be placed on the agenda of the next scheduled regular Council meeting;
- 7.2 Matters of confidential nature, shall not be discussed during a public presentation to Council;
- 7.3 Debate concerning matters raised during public presentations shall take place at the discretion of Council;

8. Special Meeting Agendas

- 8.1 Agendas for Special Meetings will be sufficient to outline issues and pertaining to the intent of the Special Meeting;

9. Organizational Meetings

- 9.1 An organizational meeting for the Village of Donalda shall be held annually, according to the Municipal Government Act;
- 9.2 The Chief Administrative Officer shall set time, date and place of the Organizational Meeting; and Chair the meeting prior to appointment of Chief Elected Official;
- 9.3 The business of the Organizational Meeting shall be limited to:

1. The administration of Oath of Office should the meeting follow the general election or by-election;
2. The appointment of Chief Elected Official and Deputy Chief Elected Official;
3. The appointment of members to committees which Council is entitled to make;
4. Council shall establish dates and times of Regular Council meetings.
5. Other business required by the Municipal Government Act or which Council or the Chief Administrative Officer may direct;

10. Council Committees

~~10.1 Council may appoint members to other Committees or Boards of other organizations and/or may establish their own special Committees as required;~~

10.1 When establishing a Special Committee, Council shall establish the scope and duration of the Committees' function;

11. General Conduct of Council Meetings

- 11.1 Council shall hold its meetings openly, and no person shall be excluded except for improper conduct;
- 11.2 No member shall:
 - a) Speak disrespectfully of any person;
 - b) Use offensive words in or against the Council or any member or employees of the Village
 - c) Disobey any decision made by resolution
- 11.3 Council may by resolution, convene the meeting from the public session to "in camera" or closed session under section 197 of the Municipal Government Act;
- 11.4 Resolution of Council shall not be made while "in camera" or closed session;
- 11.5 Each member or delegate, as the case may be, shall address the chairperson but shall not speak until recognized by the chairperson;
- 11.6 A resolution of council does not need a seconder to be voted upon;
- 11.7 Any member can make a resolution to be voted upon;

- 11.8 The Chief Elected Official or Chairperson may enter into debate and make resolutions in the same manner as any other member without relinquishing the chair;
- 11.9 The presiding officer may authorize a person in the public gallery to address members only on the topic being discussed at that time and within the time limits specified by the presiding officer;
- 11.10 If the presiding officer is of opinion that a resolution is contrary to rules and privileges of Council, he shall inform the member thereof;
- 11.11 The Chief Elected Official or presiding officer shall preserve order and decorum and shall decide questions of order without debate and shall determine speaking order of members;
- 11.12 Any member of Council may request a recorded vote, where votes for and against being recorded in the Council Minutes;
- 11.13 Voting on all matters shall be raising of hand in a clear manner so they may be easily counted by the presiding officer;

12. General Duties of Council

- 12.1 Members of Council must consider the welfare and interests of the municipality as a whole and to bring to Council's attention anything that would promote the welfare and interest of the municipality;
- 12.2 To participate in developing and evaluating policies and programs of the municipality;
- 12.3 To participate in Council meetings;
- 12.4 To keep in confidence matters discussed in private at a Council or Council Committee meeting until discussed at a meeting held in public;
- 12.5 To perform any other duty or function imposed on Councillors' by this or any other enactment or by the Council;

13. Recording of Council Meeting Minutes

- 13.1 The Chief Administrative Officer may delegate the recording of minutes to a designated person;
- 13.2 Recorded minutes shall be presented at next regular council meeting for approval by resolution;

14. Bylaws

- 14.1 Where a bylaw is presented to Council for enactment, the Chief Administrative Officer shall record the number and short title of the bylaw to appear on the Council meeting agenda;
- 14.2 Every bylaw shall have three readings unless defeated prior to third reading;
- 14.3 Every bylaw must pass three (3) readings prior to being enacted by signature of Chief Elected Official and Chief Administrative Officer;
- 14.4 Unless members present at a meeting, unanimously agree that a bylaw may be presented to Council for a third reading at the same meeting at which it was received for two readings, the bylaw shall not be received for more than two readings at one meeting;
- 14.5 Every bylaw which has been passed by Council shall be signed by the Chief Elected Official and Chief Administrative Officer, and which shall be sealed with the corporate seal of the Village of Donalda and be securely stored by the Chief Administrative Officer;

Bylaw #660 of the Village of Donalda is hereby rescinded.

Bylaw 730 is hereby repealed.

This Bylaw ~~#732/20~~ Council Procedural Bylaw comes into force and effective upon third and final reading.

Bylaw #732/20 was given first reading and passed in open council duly assembled in the Village of Donalda, in the Province of Alberta, this 15th day of September 2020.

Bylaw #732/20 was given second reading and passed in open council duly assembled in the Village of Donalda, in the Province of Alberta, this 15th day of September 2020.

Unanimous consent for a third and final reading was given this 15th day of September 2020.

Bylaw #732/20 was given a third and final reading and passed in open council duly assembled in the Village of Donalda, in the Province of Alberta, this 15th day of September 2020.

Signed by the Mayor and Chief Administrative Officer this 15th day of September 2020.

Chief Elected Official

Chief Administrative Officer

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	Atco Franchise Fees 2021
Agenda Number:	5.10 Village Business

Background Information:

The Village of Donalda currently has a franchise agreement with Atco Electric in which a percentage fee is charged to customers of Atco within the Village. This fee is then received from Atco by the Village of Donalda and is a source of revenue outside of municipal taxation.

Discussion/Options/Benefits:

The Council of the Village of Donalda may review these fees annual and choose to increase the percentage charged to Atco in the upcoming calendar year.

The current franchise fee is 5% with an estimate annual revenue in 2020 of \$10,656.50.

Provincial Legislation caps the allowable percentage fee at 20%.

Included for Council's review are projections of 7%, 9%, 11% and 13% and the estimated revenue.

Source of Funding/Estimated Costs

Recommended Options:

To increase the Village of Donalda's Franchise fees to 13% thereby adding an additional \$18,574.28 to our 2021 Operating Budget outside of taxation.

Motion brought by Council:

Atco Franchise Fees

Rate	Annual Estimated Revenue	Revenue Increase from 2020	Annual Impact to Rate Payers	Increase	
5%	\$ 10,656.50	\$ -			
7%	\$ 15,739.65	\$ 5,083.15	\$ 29.52		
9%	\$ 20,236.69	\$ 9,580.19	\$ 58.92	\$ 29.40	
11%	\$ 24,733.74	\$ 14,077.24	\$ 88.44	\$ 29.52	
13%	\$ 29,230.78	\$ 18,574.28	\$ 117.96	\$ 29.52	

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	AltaGas Franchise Fees 2021
Agenda Number:	5.11 Village Business

Background Information:

The Village of Donalda currently has a franchise agreement with AltaGas in which a percentage fee is charged to customers of AltaGas within the Village. This fee is then received from AltaGas by the Village of Donalda and is a source of revenue outside of municipal taxation.

Discussion/Options/Benefits:

The Council of the Village of Donalda may review these fees annual and choose to increase the percentage charged to AltaGas in the upcoming calendar year.

The current franchise fee is 13.5% with an estimate annual revenue in 2020 of \$19,958.74.

Provincial Legislation caps the allowable percentage fee at 35%.

Included for Council's review are projections of 15%, 18%, 20%, 25% and 35% as well as the estimated revenue.

Source of Funding/Estimated Costs

Recommended Options:

To increase the Village of Donalda's Franchise fees to 20% thereby adding an additional \$9,609.77 to our 2021 Operating Budget outside of taxation.

Motion brought by Council:

AltaGas Franchise Fees

Rate	Estimated Amount	Increase	Impact to Rate Payers	Annual Increase to Rate Payers	
13.50%	19958.74	0	\$ 114.96	0	
15%	\$ 22,176.38	\$ 2,217.64	\$ 131.99	\$ 17.03	
18%	\$ 26,611.66	\$ 6,652.92	\$ 140.50	\$ 25.55	
20%	\$ 29,568.51	\$ 9,609.77	\$ 157.53	\$ 42.58	
25%	\$ 36,960.63	\$ 17,001.89	\$ 170.31	\$ 55.35	
35%	\$ 51,744.89	\$ 31,786.15	\$ 255.46	\$ 140.50	



AltaGas Utilities Inc.
5509 45th Street
Leduc AB T9E 6T6

main 780.986.5215
fax 780.986.5220

August 2020

Mayor Bruce Gartside and Council
Village of Donalda
P.O. Box 160
Donalda, AB T0B 1H0

Dear Mayor Gartside and Council,

Re: TOTAL REVENUES DERIVED FROM DELIVERY TARIFF

As per Section 4 (a) of the Natural Gas Distribution Franchise Agreement currently in effect between the Village of Donalda and AltaGas Utilities Inc., this correspondence serves to fulfill the Company's obligation to provide the Municipality with the following information:

1. The total revenues that were derived from the Delivery Tariff within the Municipal Area for the prior calendar year; and
2. An estimate of total revenues to be derived from the Delivery Tariff with the Municipal Area for the next calendar year.

This is provided to assist the Village with its budgeting process and to determine whether a percentage change to the current franchise fee is necessary for the next calendar year. If a fee percentage change is necessary, the Municipality should advise the Company in writing of the franchise fee to be charged by November 15, 2020. Failing notification, the current franchise fee percentage of **13.50%** will remain unchanged.

	2019 Actuals	2021 Estimates
Delivery Revenues (Rate 1, 11, 2 & 12)	\$129,506.58	\$139,867.11
Delivery Revenues (Rate 3 & 13)	\$0.00	\$0.00
Total Delivery Revenues	\$129,506.58	\$139,867.11

2019 Actual Franchise

\$17,483.64

2021 Estimated Franchise Fee

\$18,882.06

If you have any questions regarding this process or about the information provided, please contact me directly at (780) 980-7305 or via email at irichelh@agutl.com. I look forward to hearing from you.

Sincerely,

AltaGas Utilities Inc.

Irv Richelhoff
Supervisor, Business Development

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	MSP Stimulus
Agenda Number:	5.12 Village Business

Background Information:

Municipal Stimulus Program is a \$500 million allocation based program structured on the Municipal Sustainability Initiative for construction of capital projects before December 31, 2021.

This stimulus funding is designed for projects that would not have otherwise been completed therefore projects previously applied for through Municipal Sustainability Initiative (MSI) or Gas Tax Federal (GTF) may not be funded through this stimulus funding.

The Village of Donalda is eligible to receive \$50,000.

2020 GTF Funding may be applied towards approved MSP projects.

Deadline for applications: October 1, 2020

Discussion/Options/Benefits:

To allocate the Village of Donalda's \$50,000 towards the rehabilitation of our public roadways.

The Municipal Stimulus Program (MSP) Program Guidelines, section 2.c) *Rehabilitation, The complete replacement or rebuilding of a major component of a capital asset (including land) to extend its useful life beyond the original expected or designed life. Project examples include: **Repaving or re-gravelling a road surface.***

A preliminary quote was sourced through North Star Trucking Ltd. to gravel all roads in need and the majority of the alleys and fill ruts in alleys unable to receive gravel due to their limited access.

Select Engineering is putting together an estimate to repair failing asphalt for Sept. 15, 2020 Regular Meeting of Council.

To apply 2020 GTF funding toward the balance of the project once the Village of Donald's \$50,000 MSP allocation is exhausted.

Source of Funding/Estimated Costs

\$50,000 MSP Funding

2020 GTF funding for balance of project. (annual allocation \$50,000)

Recommended Options:

To apply for the Village of Donald's \$50,000 MSP funding to allocate towards graveling and asphalt patching on public roadways.

To make up the balance of the project once the 2020 MSP funding is exhausted using 2020 GTF funding.

Motion brought by Council:

cao@village.donalda.ab.ca

From: MA Municipal Stimulus <MA.MunicipalStimulus@gov.ab.ca>
Sent: July 30, 2020 8:50 AM
To: ! CAO
Cc: ! CAO
Subject: Municipal Stimulus Program
Attachments: MSP Program Summary.pdf; MSP Program Guidelines.pdf; MSP Application Form.pdf; Village of Donalda.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Chief Elected Official,

On July 28 your Alberta government was proud to announce the \$500-million Municipal Stimulus Program, a key component of Alberta's Recovery Plan. Thank you for submitting information on your shovel-ready infrastructure projects over the past few months. This information was very useful to help us understand the capacity of municipalities to take on additional infrastructure projects, as well as the types of projects that could be started this year.

The Municipal Stimulus Program (MSP) is designed to distribute stimulus funding quickly and equitably across the province so local governments, like yours, can help support local jobs and stimulate the economy. Funding will be allocated using the same formula as the federal Gas Tax Fund and municipalities can access their allocation by submitting project applications before October 1, 2020. Applications will be reviewed as they are received and payments will begin shortly after projects are approved.

Projects *must* begin construction in 2020 or 2021 and *must not* result in municipal tax increases. Municipalities also need to commit to further supporting growth in their local economies by reducing municipal red tape. Further information about the program and allocation amounts are available on the program website, and in the attached program summary and program guidelines. The grant agreement and application form are also attached.

The intention of this program is to support local jobs and stimulate the economy – both through construction and over the life of the asset. We will be evaluating project applications through this lens. You are also encouraged to apply this lens as you consider which projects to put forward.

Please note that the MSP is not related to operating and transit funding recently announced as part of the federal Safe Restart Agreement. Further information about this funding will be made available soon.

Thank you for your leadership during these difficult times. I know this is not an easy situation to manage, but together we can overcome these challenges and return our province to prosperity.

If you have any questions, please contact ma.municipalstimulus@gov.ab.ca.

Yours very truly,

Honourable Kaycee Madu, QC
 Minister of Municipal Affairs

Attachments

5.12

cao@village.donalda.ab.ca

From: Dallas <dallas@northstartrucking.ca>
Sent: September 2, 2020 2:42 PM
To: cao@village.donalda.ab.ca
Cc: 'Leslie Pybus'; wendy@northstartrucking.ca
Subject: Road Maintenance

Kristie

After driving all the streets and alleys in Donalda, I see that most streets or alleys have had little to no gravel maintenance for a long time. This can prove to be very costly if left unchecked. My recommendation is to grade and gravel all streets that are not paved, and fix the ruts, holes in the alleys and surface them with gravel. The following is an estimate of what I think it will cost to gravel all the streets/alleys.

- Supply and deliver 1300 Tonnes of ¾' road gravel
- Supply grader and operator to grade / place gravel on streets
- Supply skid steer and operator to place gravel in alleys

\$38,800.00 plus gst

Thank you for the opportunity to estimate this job

Dallas Pybus
North Star Trucking Ltd.
Box 1805
Stettler, AB T0C 2L0
403-742-9636
<http://www.northstartrucking.ca>

**NORTH STAR
TRUCKING LTD.**

5.12



Select Engineering Consultants Ltd.

Suite 100, 17413 – 107 Avenue NW, Edmonton AB T5S 1E5
T: 780 651 5777 F: 780 651 5757 selecteng.ca

September 2, 2020

File No.: 196-20004-1.0

Kristie Vallet
Chief Administrative Officer
Village of Donalda
Box 160
5001 Main Street
Donalda, AB T0B 1H0

Dear Kristie,

Re: Village of Donalda – 2020 Asphalt Patches

As requested, Select Engineering Consultants is providing a preliminary estimate for asphalt patches that are being considered to be completed within the Village of Donalda within the 2020 construction season. Several asphalt roadways within the Village have areas of failure, these areas are evident by the appearance of rutting or alligator cracking.

We propose this asphalt patching work is completed with the following scope of work: removal and disposal of existing asphalt & granular material to a depth of 550mm, sawcut and prepare all edges, prepare subgrade surface, place and compact 450mm depth of 20mm granular base course, oil edges, and place 100mm of asphalt.

Furthermore, we understand the Village is considering completing this work up to a maximum budget amount of \$50,000. Based on this information, we estimate the Village will be able to complete approximately 300 square meters of asphalt patches in various sizes. From our review onsite, we have identified several potential patches that vary in size from 20 to 50 square meters and the proposed scope of work would be suitable for repairing these areas.

I trust that this information meets your requirements at this time, should you have any questions, or require additional information, please feel free to call me at (780) 651-5773.

Sincerely,

SELECT ENGINEERING CONSULTANTS LTD.

Neil Renneberg, P.Eng
Project Manager
nrenneberg@selecteng.ca

NR/nr

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	September 15, 2020
Originated by:	CAO Vallet
Decision Title:	Volunteer Supper 2020
Agenda Number:	5.13

Background Information:

The annual Volunteer Supper is scheduled November 5, 2020. This event is to be held in the community hall and catered by Teresa's Catering. It is used for an Information Referral Event to adhere to FCSS regulations for approved funding. The Village of Donalda publishes the Donalda Lite supported by FCSS funding as well.

Discussion/Options/Benefits:

COVID 19 has changed the landscape for mass events. Although up to 100 people may be gathered at one time, it is still recommended to following social distancing guidelines, masking, and proper sanitization. This is a challenge in a communal meal setting.

As a municipality, the Village of Donalda must be acutely aware of following all public health recommendations.

Source of Funding/Estimated Costs

FCSS funding allocation.

\$681.00

Recommended Options:

To cancel the 2020 Annual Volunteer Supper and apply the \$681 allocated towards it to the Donalda Lite.

Motion brought by Council:



Rate Change Advisory

DATE: July 30, 2020

SUBJECT: ATCO Electric Base Rate changes effective August 1, 2020

Overview

In Decision 25645-D01-2020 dated July 23, 2020, the Alberta Utilities Commission (AUC) approved changes to ATCO Electric's distribution rates, transmission rates, and Terms and Conditions effective August 1, 2020. All customer groups will see rate changes effective August 1, 2020; however, the impacts will vary depending on the rate class.

- Typical residential customers who use 600 kWh per month will see an increase of about \$6.72, or 4.2% of their current total bill.
- Commercial and Industrial customer bills will decrease by about -0.8% and -1.6%, respectively.
- Company Farm customers will see their current total bills decrease by about -0.4%.
- While Non-invested 61E Streetlight rates will increase by approx. 2.5%, Invested 61B Streetlight rates will decrease by approx. -18.7%.
- Three new rate classes were approved including: a pilot Time of Use rate, a Low Use Commercial rate and a pilot Electrical Vehicle Fast Charging rate.
- Terms & Conditions wording changes, with the exception exit cost wording changes, were approved as filed.

Background

- In July 2019, ATCO Electric submitted its 2019 Distribution Tariff Application (DTA or Phase II) to adjust its rate setting methodologies and to better meet the changing needs of customers through the offering of new rate classes.
- Changes to existing distribution and transmission rate schedules and the Customer & Retailer T&Cs were approved by the AUC, effective August 1, 2020. Please see p. 2 for the detailed summary of rate impacts by customer class.
- The AUC also approved ATCO Electric's proposal to add three new Price Schedules, effective August 1, 2020:
 - D13 Time of Use (TOU) Residential Service rate approved as a Pilot to enable customers to better manage their consumption based on the timing of their usage. The D13 TOU rate schedule is structured as a daily service charge and a single block energy charge. The TOU rate will be available to customers in the GP area with newly installed AMI metering infrastructure around October 1, 2020 as this technology is still being installed. This offering will be rolled out slowly and customer requests will be analyzed on a case by case basis.
 - D22 Small Technology General Service rate class approved to be available to customers who provide technology-related services and have a monthly average demand below 1 kW. The monthly bill will be calculated based on a customer charge (monthly fixed fee) and the demand charge will no longer be subject to the 5 kW minimum. Existing customers will be notified of their move to the new rate offering.
 - D23 Electric Vehicle (EV) Fast Charging Service Rate will be available as a Pilot program to provide a suitable rate structure to accommodate the unique load profiles associated with Level Three EV Fast Charging stations.
- ATCO Electric's proposed Terms and Conditions (T&Cs) of service were approved with the exception of exit cost wording where the AUC added wording to clarify, but not alter, the process for customers.
- The AUC agreed that the application fee proposed in the original Phase II for customers connecting a generator should be indexed to 2020. The charge was approved as the Company's actual costs with a minimum \$4,042 fee.

For Terms and Conditions of Service and Current Tariffs, please refer to ATCO Electric Current Terms and Conditions of Service and Tariffs. [ATCO website]

- **Rate Impacts:** Below are rate impacts for typical customers.

D11 Residential 600 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$102.03	\$108.75	\$6.72	6.6%
Rider B	\$1.58	\$1.58	-	-
Rider G	\$2.27	\$2.27	-	-
Rider S	\$3.54	\$3.54	\$0.00	-
Total Wires	\$109.41	\$116.14	\$6.72	6.1%
Retail	\$50.89	\$50.89	-	-
Total Bill	\$160.31	\$167.03	\$6.72	4.2%

D56 Farm 7.5 kVA; 1,255 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$103.11	\$102.23	(\$0.88)	-0.9%
Rider B	\$3.32	\$3.32	-	-
Rider G	\$3.93	\$3.93	-	-
Rider S	\$7.78	\$7.78	\$0.00	-
Total Wires	\$118.14	\$117.26	(\$0.88)	-0.7%
Retail	\$93.42	\$93.42	-	-
Total Bill	\$211.57	\$210.68	(\$0.88)	-0.4%

D31 Industrial 50 kW; 16,650 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$1,131.86	\$1,093.63	(\$38.23)	-3.4%
Rider B	\$43.66	\$43.66	-	-
Rider G	\$24.38	\$24.38	-	-
Rider S	\$93.69	\$93.69	\$0.00	-
Total Wires	\$1,293.59	\$1,255.36	(\$38.23)	-3.0%
Retail	\$1,063.61	\$1,063.61	-	-
Total Bill	\$2,357.20	\$2,318.97	(\$38.23)	-1.6%

T31 T Connect 7.5 MW; 3,835 MW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$173,923	\$173,923	\$0.00	0.0%
Rider B	\$9,588	\$9,588	-	-
Rider G	-	-	-	-
Rider S	-	-	-	-
Total Wires	\$183,511	\$183,511	\$0.00	0.0%
Retail	\$241,391	\$241,391	-	-
Total Bill	\$424,902	\$424,902	\$0.00	0.0%

D61 Street Lights (Investment) 150 Watts				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$40.16	\$31.04	(\$9.12)	-22.7%
Rider B	\$0.13	\$0.13	-	-
Rider G	\$0.01	\$0.01	-	-
Rider S	\$0.33	\$0.33	\$0.00	-
Total Wires	\$40.64	\$31.52	(\$9.12)	-22.4%
Retail	\$8.12	\$8.12	-	-
Total Bill	\$48.76	\$39.64	(\$9.12)	-18.7%

D63 Private Lights 150 Watts				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$14.85	\$12.53	(\$2.32)	-15.6%
Rider B	\$0.13	\$0.13	-	-
Rider G	(\$0.22)	(\$0.22)	-	-
Rider S	\$0.33	\$0.33	\$0.00	-
Total Wires	\$15.09	\$12.77	(\$2.32)	-15.4%
Retail	\$8.12	\$8.12	-	-
Total Bill	\$23.21	\$20.89	(\$2.32)	-10.0%

D21 Commercial 20 kW; 7,300 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$507.64	\$498.88	(\$8.76)	-1.7%
Rider B	\$19.21	\$19.21	-	-
Rider G	\$34.04	\$34.04	-	-
Rider S	\$42.29	\$42.29	\$0.00	-
Total Wires	\$603.18	\$594.42	(\$8.76)	-1.5%
Retail	\$488.70	\$488.70	-	-
Total Bill	\$1,091.88	\$1,083.12	(\$8.76)	-0.8%

D51 REA Pooled 7.5 kVA; 1,255 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$81.92	\$61.84	(\$20.08)	-24.5%
Rider B	\$3.32	\$3.32	-	-
Rider G	\$2.51	\$2.51	-	-
Rider S	\$7.70	\$7.70	\$0.00	-
Total Wires	\$95.44	\$75.36	(\$20.08)	-21.0%
Retail	\$93.42	\$93.42	-	-
Total Bill	\$188.86	\$168.78	(\$20.08)	-10.6%

D41 Oilfield 20 kW; 8,760 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$615.49	\$611.34	(\$4.15)	-0.7%
Rider B	\$23.34	\$23.34	-	-
Rider G	\$28.10	\$28.10	-	-
Rider S	\$52.19	\$52.19	\$0.00	-
Total Wires	\$719.12	\$714.97	(\$4.15)	-0.6%
Retail	\$559.53	\$559.53	-	-
Total Bill	\$1,278.64	\$1,274.50	(\$4.15)	-0.3%

D25 Irrigation 40 kW; 2,920 kW.h				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$757.68	\$830.63	\$72.95	9.6%
Rider B	\$7.78	\$7.78	-	-
Rider G	(\$26.36)	(\$26.36)	-	-
Rider S	\$13.49	\$13.49	\$0.00	-
Total Wires	\$752.59	\$825.54	\$72.95	9.7%
Retail	\$192.69	\$192.69	-	-
Total Bill	\$945.28	\$1,018.23	\$72.95	7.7%

D61 Street Lights (No-Investment) 150 Watts				
	July 1, 2020	August 1, 2020	\$ Impact	% Impact
Base Wires	\$18.00	\$18.68	\$0.68	3.8%
Rider B	\$0.13	\$0.13	-	-
Rider G	\$0.01	\$0.01	-	-
Rider S	\$0.33	\$0.33	\$0.00	-
Total Wires	\$18.47	\$19.15	\$0.68	3.7%
Retail	\$8.12	\$8.12	-	-
Total Bill	\$26.60	\$27.28	\$0.68	2.5%

Key Messages for Agents to use with Customers

- Distribution rates reflect the costs ATCO Electric incurs to deliver electricity to its customers and to build and maintain the power lines to keep pace with Alberta's growth.
- ATCO Electric's Phase II Application and the AUC's subsequent decision allows the company to collect the appropriate share of its costs from each group of customers.
- Customers will see the rate changes in delivery rates beginning August 1, 2020.
 - Residential customers will see their total delivery rates increase, when all rate adjustments and riders are taken into account.
 - For the average residential customer who uses 600 kWh per month, the net increase in the total delivery charges is \$6.72 per month – or about 4.2 percent.
 - Commercial, Industrial and Farm customers will see a slight decrease in total delivery rates on August 1.
 - While Invested Street lighting customer bills will decrease about 18.7 percent, Non-Invested Street lighting customers will see their total bills increase about 2.5 percent.
- We have new videos on our website that helps explain the charges on your bill. You can view them at atco.com, click on 'For Home', then click on 'Electricity -> Electricity Rates & Billing'.

For more information

- Bill Components [D2_A_52 ATCO Electric Bill Component Reference v1.1]
- [ATCO Electric Current Tariffs](#) [ATCO website]
- [ATCO Electric Delivery Rates: 10 FAQs about your Electricity Delivery Service and Charges](#) [ATCO website]
- [Understanding your Electricity Service](#) [UCA Plain Language Billing Project]
- [Understanding the Language on your Electricity Bill](#) [UCA Plain Language Billing Project]

RATES

LED Multiplier 9.6%

	Rate	Effective
DERS Lights Retail (¢ per kWh)	4.613	Aug 01, 2020

<http://www.auc.ab.ca/Pages/current-rates-electric.aspx>

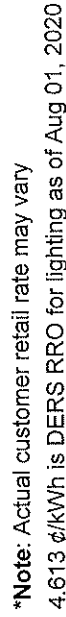
Load Factor 50%

	HPS	LED	Difference
Demand (W)	100	38	-62
Energy (kWh)	438	166	-272

Annual Customer Bundled Bill for a 100 W HPS Fixture Converted to LED

	HPS	LED	Difference
AE Total	\$365	\$342	-\$23
DERS Retail	\$20	\$8	-\$13
LED Multiplier		\$31	\$31
Total	\$385	\$381	-\$4.5
			-1.2%

\$400



HPS W	LED W	Difference				TOTAL\$
		HPS \$	LED \$	per Light\$	# of Lights	
100	38	\$ 385.25	\$ 380.76	\$ (4.48)		\$ -
150	73	\$ 414.20	\$ 401.03	\$ (13.17)		\$ -
250	106	\$ 472.12	\$ 420.15	\$ (51.97)		\$ -
				\$ -		\$ -
				\$ -		\$ -
					Total Difference	\$ -

PENDING**RDRMUG****MEETING(S)**

**Regular and Exec.
Comm. Meetings
September 17,
2020**

**Committee Meetings
Call of the Chairs**

If anyone requires RDRMUG
information please contact
the Executive Director at:

403-740-3185

or visit

The RDRMUG Facebook page
is also available for current
news items. Click Logo.



Red Deer River MUNICIPAL USERS GROUP

AUGUST 2020 NEWSLETTER – COUNCIL BRIEFING

What's happening at RDRMUG?

- Working on possible meeting strategies for RDRMUG September meetings. We may be able to meet face to face if there are no changes to AHS Covid Regulations and the meeting facility is available.
Will keep everyone posted as soon as details are finalized.
- The DRAFT outline document has been shared with the RDRMUG Special Committee for review and consideration. This documents will be presented to RDRMUG memberships at the next regular meeting.
- [Click here](#) for "DRAFT" Minutes of RDRMUG meeting of May 16, 2020.
- [Click here](#) for RDRMUG Financial Statements to June 30, 2020.

AB Infrastructure Minister Announces \$8,522,800 Regional Water Transmission Line

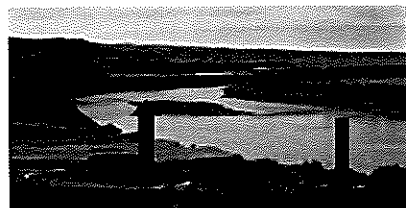
From the Stettler Independent

Alberta Infrastructure Minister Prasad Panda was in Lacombe to announce the approval the approval of an \$8,522,800 regional water transmission line.

The approval of Phase 6 and 7, which includes \$3,409,120 from the Federal Government, \$4,261,400 from the province and \$852,280 from the Highway 12/21 Regional Water Services Commission will help improve water provisions for Bashaw, Alix, Clive, Edberg, Ferintosh and the Counties of Camrose and Lacombe.

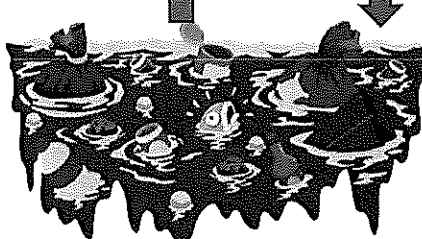
Commission Chair Brenda Knight said that construction will likely begin in the spring due to costs associated with winter constructed and the project should be completed in 2022. "This, Phase 6 and 7, will bring the construction phase of our commission to completion. We started out in 2005. It has been 15 years and we are so pleased to be at this point.

[Click here](#) for full story



Don't let this

Become this



Eight Projects in Alberta Receive Federal Funding

(From Water Canada – May provide suggestions for your Municipality)

Projects include:

- **Greenshields Lagoon Rehabilitation:** In the Municipal District of Wainwright, the funding will be used to improve the Greenshields wastewater treatment lagoon and capacity, as well as reduce the risk of leaking, odour, and contamination
- **Alberta Central East Regional Water Transmission System:** Funding will be provided to construct approximately 96.3-kilometres of line to provide a safe, reliable water supply to 18 communities in the counties of Minburn, Two Hills, and Vermillion River.
- **Lagoon Upgrade:** This project in Bashaw will include the **Water Transmission Lines:** A 12.2-kilometre water transmission line will be constructed for the Village of Edberg in Camrose County and a 23.6-kilometre water transmission line will be constructed for the Village of Clive in Lacombe County.
- **Water Treatment Plant Upgrades:** The upgrades for the water treatment plant in Provost include the installation of new energy efficient Variable Frequency Drive pumps, a new electric high flow fire pump, and a new generator that will power the entire building's systems
- **Lift Station Upgrades:** Among other upgrades, Ryley will receive funding to upgrade the control panel with a Programmable Logic Controller (PLC) and a Human Machine Interface (HMI), add a level transmitter for wet well level, and add flood protection in the dry well.
- **Wastewater Lagoon Upgrades:** Upgrades to the Town of Wainwright's wastewater lagoon include the construction of a new aerated cell and a new polishing cell. They also include the conversion of a portion of an existing aerated cell, earthworks for the construction of additional lagoon cells, and underground piping upgrades to accommodate the new flow requirements.
- **Aquatic Facility Upgrades:** For residents of Consort, the funding is going towards a new aquatic facility to help people stay active and support community development.

"Rural communities are an integral part of our country, and they have been impacted by COVID-19 in unprecedented ways," said Monsef. "This is why support for community facilities like the new Consort aquatic facility is so important to help communities stay strong, vibrant, and resilient. It is equally important that we continue investing in vital water infrastructure, like the Town of Wainwright's wastewater lagoon upgrades."

[Click here to view full article](#)

WATER FIGHT BREWING IN ROCKY VIEW COUNTY

CBC News – Calgary

On Calgary's eastern boundary, just north of the Trans-Canada Highway, you'll find the exclusive neighbourhood of Cambridge Park, where 200 mega-sized homes have sprung up over the past decade.

And despite the recession and a global pandemic, the 4,000- to 6,000-square-foot homes typical of the area are still being built.

But there's a problem with the water supply for the community. There isn't enough of it.

[Click here for full story.](#)

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