



## VILLAGE OF WARNER

BOX 88, WARNER, ALBERTA, T0K 2L0  
PHONE 642-3877 FAX 642-2011

AGENDA FOR THE REGULAR AND CLOSED MEETING OF THE COUNCIL OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA, TO BE HELD IN THE COUNCIL CHAMBERS AT THE WARNER MUNICIPAL OFFICE, WEDNESDAY – DECEMBER 18, 2024 AT 4:30 P.M.

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1. CALL TO ORDER
2. AGENDA
  - A) Items added or deleted
  - B) Adoption of the Agenda
3. MINUTES
  - A) Approval of Minutes
4. DELEGATIONS
  - A) Public Hearing 634-24 (5:30 p.m.)
  - B) Public Hearing 635-24
  - C) Driland Feeders
5. ITEMS ARISING FROM THE MINUTES
6. FINANCIAL REPORT
  - A) Financial Report
7. ADMINISTRATIVE REPORTS
  - A) Municipal Enforcement Report
  - B) Chief Administrative Officer Report
8. COUNCIL REPORTS
9. CORRESPONDENCE
  - A) Correspondence
10. BYLAW/AGREEMENT/POLICY REVIEW
  - A) 633-24 Warner Community Agriculture Project Committee Bylaw
  - B) Bylaw 634-24 Land Use Bylaw Amendment
  - C) Bylaw 635-24 Land Use Bylaw Amendment
11. NEW BUSINESS
  - A) 2025 Interim Operating Budget
  - B) 2025 Capital Budget
  - C) Returning Officer and Substitute Officer Appointments
  - D) Warner Community Agriculture Project Committee Appointment
  - E) Ridge Regional Public Safety Services Priorities
12. CLOSED SESSION
13. NEXT REGULAR COUNCIL MEETING DATE  
Wednesday – January 15, 2024, at 5:30 p.m.
14. ADJOURNMENT



## Request for Decision Adoption of Minutes

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### RECOMMENDATION

That the minutes for the November 20, 2024 regular council meeting be accepted as presented.

### LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)  
Bylaw 631-24 Procedural Bylaw

### BACKGROUND

As per the MGA and the Village's Procedural Bylaw, minutes are to be recorded and given to council for adoption at a subsequent council meeting.

### RISKS/CONSEQUENCES

1. By not approving the previous meetings minutes, Council would then not approve the decisions they made, as recorded and no motion would be actioned by administration.
2. The minutes of the Council meetings can be adopted as amended; Council would need to be specific in an amendment to the recording of the previous meetings minutes.

### FINANCIAL CONSIDERATIONS

None

### ATTACHMENTS

1. Prior to Adoption: November 20, 2024 regular council meeting minutes

## Prior to Adoption

Minutes of the Village of Warner Regular and Closed Council meeting held on Wednesday, November 20, 2024, at 5:30 p.m. in the Warner Municipal Office, at 210 – 3<sup>rd</sup> Avenue, Warner, Alberta.

### Present – Elected Officials

Mayor Tyler Lindsay, Councillor Don Toovey, Deputy Mayor Marty Kirby, Councillor Chris Koehn, and Councillor Derek Baron

### Absent – Elected Officials

### Present – Administration

Kelly Lloyd, Chief Administrative Officer  
Kim Owen, Director of Corporate Services

## 1. CALL TO ORDER

Mayor Lindsay called the meeting to order at 5:30 p.m.

## 2. AGENDA

### A) Items added or deleted

- 5A) Water Discussion
- 11F) Municipal Planning Commission Appointments

### B) Adoption of the Agenda

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that the November 20, 2024, regular council meeting agenda be accepted as amended."

Motion Carried 2024-214

## 3. MINUTES

### A) Approval of Minutes

Moved by Councillor Baron, seconded by Councillor Koehn, "the minutes for the October 16, 2024, organizational council meeting be accepted as presented."

Motion Carried 2024-215

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the minutes for the October 16, 2024, regular council meeting be accepted as presented."

Motion Carried 2024-216

## 4. DELEGATIONS

## 5. ITEMS ARISING FROM THE MINUTES

### A) Water Discussion

Moved by Councillor Baron, seconded by Councillor Koehn, "that the general discussion on water (annual consumption, water meter reads and properties without meters) be accepted as information."

Motion Carried 2024-217

## 6. FINANCIAL REPORT

### A) Financial Report

None for this meeting.

## 7. ADMINISTRATIVE REPORTS

### A) Municipal Enforcement Report

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the Municipal Enforcement report for the period ending October 31, 2024, be accepted as information."

Motion Carried 2024-218

### B) Chief Administrative Officer Report

Moved by Councillor Baron, seconded by Councillor Koehn, "that the Chief Administrative Officer report for the period ending October 31, 2024, be accepted as information."

Motion Carried 2024-219

## 8. COUNCIL REPORTS

Councillor Koehn reported on a Veterans Memorial Highway meeting and attended a Revitalization Committee meeting.

Councillor Toovey attended a Ridge Country Housing meeting.

Mayor Lindsay attended three Chief Mountain Regional Solid Waste Services Commission meetings.

Deputy Mayor Kirby reported on the Mayors and Reeves meeting, attended the FCSS meeting and convention, the school Remembrance Day ceremonies as well as the November 11 service.

*Director Owen left the meeting at 6:21 p.m.*

*Director Owen rejoined the meeting at 6:22 p.m.*

Councillor Baron reported on the Chinook Regional Library Board and the Milk River Health Attraction and Retention Committee.

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Moved by Councillor Toovey, seconded by Councillor Koehn, "that the committee reports for the period ending November 20, 2024, be accepted as information."  
Motion Carried 2024-220

## 9. CORRESPONDENCE

### A) Correspondence

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that the correspondence for the period ending November 20, 2024, be accepted as information."  
Motion Carried 2024-221

## 10. BYLAW/AGREEMENT/POLICY REVIEW

### A) 633-24 Warner Community Agriculture Project Committee Bylaw

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the Warner Community Agriculture Project Committee Bylaw 633-24 be given first reading."  
Motion Carried 2024-222

### B) Bylaw 634-24 Land Use Bylaw Amendment – First Reading

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council give first reading to the Land Use Bylaw Amendment 634-24."  
Motion Carried 2024-223

Moved by Councillor Baron, seconded by Councillor Koehn, "that a public hearing be set for Bylaw 634-24 for December 18, 2024, at 5:30 p.m. in Council Chambers."  
Motion Carried 2024-224

### C) Bylaw 635-24 Land Use Bylaw Amendment - First Reading

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that Council give first reading to the Land Use Bylaw Amendment 635-24."  
Motion Carried 2024-225

Moved by Councillor Baron, seconded by Councillor Koehn, "that a public hearing be set for Bylaw 635-24 for December 18, 2024, at 5:30 p.m. in Council Chambers."  
Motion Carried 2024-226

## 11. NEW BUSINESS

### A) Library Appointment

Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council appoint Robert Overson to the Village of Warner Library Board for a three-year term, from November 1, 2024, to October 31, 2027."

Motion Carried 2024-227

B) Sidewalk, Curb and Gutter Condition Rating

Moved by Councillor Koehn, seconded by Mayor Lindsay, "that the report on the sidewalk, curb and gutter conditions be accepted as information."

Motion Carried 2024-228

C) Local Authorities Election Act Data Sharing Agreement

Moved by Councillor Koehn, seconded by Deputy Mayor Kirby, "that Council accept the Data Sharing Agreement as information."

Motion Carried 2024-229

D) FCSS Community Needs Assessment

Moved by Councillor Koehn, seconded by Councillor Toovey, "that Council accept the discussion on the FCSS Community Needs Assessment as information."

Motion Carried 2024-230

E) SouthGrow Letter of Support

Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council provide a letter of support to SouthGrow for their application to obtain funding from the Northern and Regional Economic Development (NRED) Program."

Motion Carried 2024-231

F) Municipal Planning Commission Appointments

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council appoint Val Lagler and Beth Punga to the Municipal Planning Commission for the 2024-2025 term."

Motion Carried 2024-232

12. CLOSED SESSION

A) Section 16: Disclosure Harmful to business interests of a third party

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that Council move into a closed session in accordance with Section 197(2) of the Municipal Government Act at 6:59 p.m., to discuss matters exempt from disclosure under FOIP Section 16: Disclosure harmful to business interests of a third party, with CAO Lloyd and Director Owen to remain in attendance.

Motion Carried 2024-233

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the meeting reconvene to the regular meeting at 7:16 p.m."

Motion Carried 2024-234

Rise and Report

Moved by Mayor Lindsay, seconded by Councillor Toovey, "at this time the Village is not interested in the proposal as presented."

Motion Carried 2024-235

13. NEXT REGULAR COUNCIL MEETING DATE

Wednesday – December 18, 2024, at 5:30 p.m.

14. ADJOURNMENT

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that the regular council meeting for November 20, 2024, adjourn at 7:22 p.m."

Motion Carried 2024-236

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Tyler Lindsay  
Mayor

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Kelly Lloyd  
Chief Administrative Officer

These minutes were approved on the XXX day of XXXX 2024.



# Request for Decision Public Hearing for Land Use Bylaw Amendment 634-24

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## RECOMMENDATION

That Council give second reading to the Land Use Bylaw Amendment 634-24.

That Council give third and final reading to the Land Use Bylaw Amendment 634-24.

## LEGISLATIVE AUTHORITY

Municipal Government Act  
Division 9 Passing a Bylaw

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

Part 6: Municipal Organization and Administration

**Council's principal role in municipal organization**

201(1) A council is responsible for

(a) developing and evaluating the policies and programs of the Municipality.

## BACKGROUND

With the recent purchase of the "old fire hall", the new property owners are looking to rezone Lots 11 and 12, Block 15, Plan 4068N from public and institutional to commercial.

Council gave first reading to the Land Use Bylaw Amendment 634-24 at the November 20<sup>th</sup> council meeting and public notice was circulated to the adjacent landowners, as well as advertisement in the Prairie Post of the public hearing.

## RISKS/CONSEQUENCES

1. Council may provide further direction on the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

None.

## ATTACHMENTS

1. Land Use Bylaw Amendment 634-24
2. Schedule A



**VILLAGE OF WARNER  
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 634-24**

**BEING** a bylaw of the Village of Warner in the Province of Alberta, to amend Bylaw No. 538-12 being the municipal Land Use Bylaw.

**WHEREAS** the Village of Warner Council is in receipt of a request to designate lands described as:

**Lots 11 and 12, Block 15, Plan 4068N**

from "Public and Institutional - PI" to "Commercial - C" as shown on the map in Schedule 'A' attached hereto.

**AND WHEREAS THE PURPOSE** of proposed Bylaw No. 634-24 is to redesignate the lands to accommodate future commercial development.

**AND WHEREAS** the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

**NOW THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Village of Warner in the Province of Alberta duly assembled does hereby enact the following:

1. The land described as Lots 11 and 12, Block 15, Plan 4068N is designated "Commercial - C".
2. The Land Use District Map is amended to reflect this designation.
3. Bylaw No. 538-12, being the Village of Warner Land Use Bylaw, is hereby amended.
4. Bylaw No. 538-12, being the Village of Warner Land Use Bylaw shall be consolidated to reflect this amendment.
5. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Mayor – Tyler Lindsay*

\_\_\_\_\_  
*Chief Administrative Officer – Kelly Lloyd*

READ a **second** time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Mayor – Tyler Lindsay*

\_\_\_\_\_  
*Chief Administrative Officer – Kelly Lloyd*

READ a **third** time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Mayor – Tyler Lindsay*

\_\_\_\_\_  
*Chief Administrative Officer – Kelly Lloyd*



## LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



**FROM: PUBLIC & INSTITUTIONAL PI  
TO: COMMERCIAL C**

**LOTS 11 AND 12, BLOCK 15, PLAN 4068N  
WITHIN NE 1/4 SEC 10, TWP 4, RGE 17, W 4 M  
MUNICIPALITY: VILLAGE OF WARNER  
DATE: OCTOBER 25, 2024**

**Bylaw #: 634-24**



**OLDMAN RIVER REGIONAL SERVICES COMMISSION**

0 Metres 50 100 150 200



MAP PREPARED BY:  
OLDMAN RIVER REGIONAL SERVICES COMMISSION  
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8  
TEL. 403-329-1344  
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



# Request for Decision Public Hearing for Land Use Bylaw Amendment 635-24

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## RECOMMENDATION

That Council give second reading to the Land Use Bylaw Amendment 635-24.

That Council give third and final reading to the Land Use Bylaw Amendment 635-24.

## LEGISLATIVE AUTHORITY

Municipal Government Act  
Division 9 Passing a Bylaw

General duties of councillors

153 Councillors have the following duties:

(b) to participate generally in developing and evaluating the policies and programs of the municipality.

## BACKGROUND

The Village is requesting a land use amendment to add discretionary uses within the Commercial - C land use district and the Public and Institutional – PI land use district.

The purpose of proposed Bylaw No. 635-24 is to (a) add a “Mixed-use commercial/residential building” as a use type within the Land Use Bylaw, including accompanying use specific standards and a definition, and classify the use as a discretionary use in the Commercial - C land use district, and (b) classify “Office” and “Financial institution” as discretionary uses in the Public and Institutional – PI land use district.

Council gave first reading to the Land Use Bylaw Amendment 635-24 at the November 20<sup>th</sup> council meeting and public notice was circulated to the adjacent landowners, as well as advertisement in the Prairie Post of the public hearing.

## RISKS/CONSEQUENCES

1. Council may provide further direction on the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

None.

## ATTACHMENTS

1. Land Use Bylaw Amendment 635-24
2. Comments

**VILLAGE OF WARNER  
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 635-24**

**BEING** a bylaw of the Village of Warner in the Province of Alberta, to amend Bylaw No. 538-12, being the municipal Land Use Bylaw.

**WHEREAS** the Village of Warner Council is considering amending the Land Use Bylaw to add discretionary uses within the Commercial - C land use district and the Public and Institutional – PI land use district.

**AND WHEREAS THE PURPOSE** of proposed Bylaw No. 635-24 is to (a) add a “Mixed-use commercial/residential building” as a use type within the Land Use Bylaw, including accompanying use specific standards and a definition, and classify the use as a discretionary use in the Commercial - C land use district, and (b) classify “Office” and “Financial institution” as discretionary uses in the Public and Institutional – PI land use district.

**NOW THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Village of Warner in the Province of Alberta duly assembled does hereby enact the following:

1. Section 2, Table 3.1: Use Table, Part 3 – Use Regulation is amended to add “Other” to the Use column under the “Commercial” category and add “Mixed-use commercial/residential building” as a Use Type therein.
2. Section 2, Table 3.1: Use Table, Part 3 – Use Regulation is amended to classify “Mixed-use commercial/residential building” as a discretionary use (D) in the Commercial – C land use district.
3. Part 3 – Use Regulation is amended to add Section 20, as follows:

**SECTION 20 MIXED-USE COMMERCIAL/RESIDENTIAL BUILDING**

- 20.1 The mixed-use commercial/residential building use allows for a combination of one or more of the uses listed in the Commercial - C land use district within a building, including allowance for a residential dwelling unit(s) within a portion of the building independent of the commercial use of the building. Each use within a mixed-use commercial/residential building shall be considered as a separate use and issued under a separate development permit(s).
- 20.2 The maximum number of residential dwelling units allowed within a mixed-use commercial/residential building shall be at the discretion of the Municipal Planning Commission.
- 20.3 A residential dwelling unit within a mixed-use commercial/residential building shall have at-grade access that is separate from the access for the commercial premises, either from a common indoor landing or directly from the exterior of the structure.
- 20.4 A residential dwelling unit within a mixed-use commercial/residential building shall have a minimum floor area of not less than 30.2 m<sup>2</sup> (325 sq ft).
- 20.5 A residential dwelling unit within a mixed-use commercial/residential building shall have sanitary facilities separate from those of the commercial use of the premises.
- 20.6 Residential dwelling units on the main floor (at-grade) of a mixed-use commercial/residential building shall not exceed 50% of gross floor area of the main floor.
- 20.7 Off-street parking and loading requirements for a mixed-use commercial/residential building shall be provided in Section 14 Off-Street Parking and Loading Requirements, Part 6 General Standards of Development based on the applicable residential and non-residential use category.

4. Part 9 - Definitions is amended to add a definition for "Mixed-use commercial/residential building" as follows:

**MIXED-USE COMMERCIAL/RESIDENTIAL BUILDING** means a development which allows for one or more of the uses listed in the Commercial – C land use district within a building, including allowance for residential units within a portion of the building independent of the commercial use of the building.

5. Section 2, Table 3.1: Use Table, Part 3 – Use Regulation is amended to classify "Office" as a discretionary use (D) in the Public and Institutional – PI land use district.
6. Section 2, Table 3.1: Use Table, Part 3 – Use Regulation is amended to classify "Financial institution" as a discretionary use (D) in the Public and Institutional – PI land use district.
7. Bylaw No. 538-12, being the Village of Warner Land Use Bylaw, is hereby amended.
8. Bylaw No. 538-12, being the Village of Warner Land Use Bylaw shall be consolidated to reflect this amendment, including formatting, page numbering, table of contents, and any necessary section numbering throughout.
9. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Mayor – Tyler Lindsay*

\_\_\_\_\_  
*Chief Administrative Officer – Kelly Lloyd*

READ a **second** time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Mayor – Tyler Lindsay*

\_\_\_\_\_  
*Chief Administrative Officer – Kelly Lloyd*

READ a **third** time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Mayor – Tyler Lindsay*

\_\_\_\_\_  
*Chief Administrative Officer – Kelly Lloyd*

From: Magie M <mmmmmmmagie@gmail.com>  
Sent: December 10, 2024 11:58 AM  
To: admin@warner.ca; cao@warner.ca; Mag Ma  
Subject: PROPOSED BYLAW No. 635-24 : PUBLIC HEARING Dec 18, 2024, 5:30 pm

Dec 10, 2024

Village of Warner  
210- 3rd Ave  
Warner, AB  
T0K 2L0

ATTN: CITY COUNCIL

RE: PROPOSED BYLAW No. 635-24 PUBLIC HEARING December 18, 2024, 5:30 pm

Dear Sir/Madam,

Please allow me to introduce myself. My name is Ms. Margaret Matulic and I am currently a full-time resident of Lethbridge.

I am looking to reside in Warner with the purchase of property in the village and hoping to move in late February 2025.

A seasoned healthcare professional (RMT), small sole business owner, avid gardener, hiker, volunteer, and photographer, I eagerly look forward to being an active member of your community.

I am aware of the upcoming proposed Bylaw Amendment No. 635-24 regarding land use to amend the existing land use Bylaw No 538-12.

Indeed that is why I am writing today.

This is an exciting opportunity for many wishing to call Warner home. By allowing mixed use commercial/residential this facilitates an urgent need for essential, affordable housing given the rising crisis we face in the province of Alberta and the country at large. The housing challenges, as you are aware, are enormous.

Would you be so kind as to include me on the agenda of the public hearing to make a brief presentation regarding this matter on the property I have interest in purchasing, please and thank you.

LOT 24, 25 - Block 10 - Plan 4068N

206 - 4 Ave, Warner, AB, TOK 2L0 (currently Mama's Bakery).

I will be in attendance for the public hearing on December 18, 2024 at 5:30 pm in Warner.

As per my house hunting, I am aware of two (2) other properties for sale that would also benefit from the same proposed Bylaw land use change on the same street (203-4 Ave and 105-4 Ave).

There is a clear need in your community.

The solid support of the council in amending to "mixed use" is a step in the right direction. Growing and nurturing Warner with this proposed land use change addresses the critical need to mindfully expand the residential population. It is, in my view, an invitation for strengthening community and economic success.

Thank you so kindly for your time and consideration.

I look forward to your reply and I remain,

Sincerely,  
Margaret Matulic  
403 969 0226  
mmmmmmagic@gmail.com

\*

POSTED – Nov 21, 2024

NOTICE OF PUBLIC HEARING  
VILLAGE OF WARNER  
IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 635-24  
LAND USE BYLAW TEXT AMENDMENT

Date: December 18, 2024  
Time: 5:30 p.m.  
Village of Warner Council Chambers  
210-3rd Avenue  
Warner

PURSUANT to Sections 216.1, 606 and 692 of the Municipal Government Act, Statutes of Alberta, Chapter M-26, 2000 as amended, the Council of the Village of Warner in the Province of Alberta, hereby gives notice of its intention to consider Bylaw No. 635-24, being a bylaw to amend the existing Land Use Bylaw No. 538-12.

THE PURPOSE of the proposed bylaw is to:

- (a) add a “Mixed-use commercial/residential building” as a use type within the Land Use Bylaw, including accompanying use specific standards and a definition, and classify the use as a discretionary use in the Commercial - C land use district, and
- (b) classify “Office” and “Financial institution” as discretionary uses in the Public and Institutional – PI land use district.

THEREFORE, TAKE NOTICE THAT a Public Hearing to consider the proposed Bylaw No. 635-24 will be held at the Village of Warner Council Chambers (210-3rd Avenue) at 5:30 p.m. on the 18th day of December, 2024.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation regarding the proposed Bylaw should provide written comments to the Chief Administrative Officer no later than 12:00 p.m. on the 11th day of December, 2024. Council may, in their sole discretion, hear from persons who did not indicate in writing to the Chief Administrative Officer their intention to make a submission prior the Public Hearing.

Copies of the proposed bylaw, all written submissions and a list of proposed speakers will be made available to the public for viewing during regular office hours.

DATED at the Village of Warner in the Province of Alberta this 21st day of November, 2024.

Kelly Lloyd  
Chief Administrative Officer  
Village of Warner  
Box 88  
Warner, Alberta T0K 2L0





## Request for Decision Delegation: Driland Feeders

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### RECOMMENDATION

That the delegation presentation from Driland Feeders be accepted as information.

### LEGISLATIVE AUTHORITY

Procedural Bylaw

### BACKGROUND

Upon request, Mr. Beuckert from Driland Feeders will be in attendance as a delegation to Council.

### RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

### FINANCIAL CONSIDERATIONS

None

### ATTACHMENTS

None



# Request for Decision Municipal Enforcement Report

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## RECOMMENDATION

That the Municipal Enforcement report for the period ending November 30, 2024, be accepted as information.

## LEGISLATIVE AUTHORITY

Peace Officer Act

Various municipal bylaws

## BACKGROUND

The Village of Warner joined the Ridge Regional Public Safety Services Commission in 2019. The Commission serves the municipalities of Coutts, Magrath, Milk River, Raymond, Stirling, Warner and County of Warner.

The Village Council receives a monthly report, to provide information on the number and types of incidents that violate municipal bylaws.

## RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

None

## ATTACHMENTS

1. Municipal Enforcement Report - None for November



# Request for Decision Chief Administrative Officer Report

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## RECOMMENDATION

That the Chief Administrative Officer report for the period ending November 20, 2024, be accepted as information.

## LEGISLATIVE AUTHORITY

## BACKGROUND

On a monthly basis, the Chief Administrative Officer provides Council with an update on administrative items.

## RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

None

## ATTACHMENTS

1. CAO Report



## Chief Administrative Officer Report November 2024

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### Administration

- Council meeting preparation
- Council meeting attendance
- Council minutes and highlights for newsletter. Copies of newsletter at grocery store.
- Meetings/communication (walk in, email and phone)
- Bi-Weekly staff meetings
- Bylaw work
- Policy work
- Job Description Updates
- Development inquiries
- Eleven development permits to date
- Updates from CPO's (when applicable)
- MPC meeting agenda preparation, attendance and minutes
- FCSS Community Needs Assessment Interview
- ACP Grant application
- Benefits meeting
- Vacation
- Municipal Accountability Program (MAP) Review with Municipal Affairs
- Financial Audit RFP Awarding
- Civic Centre checklists
- Risk Control Recommendations
- Water Consumption History
- Meeting with Minor Hockey

Motion Carried 2023-261	Moved by Mayor Lindsay, seconded by Councillor Baron, "that the school zones be changed to playground zones and to include a playground zone at the Lions Campground."	WIP
<u>Motion Carried 2024-111</u>	Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council grant the request for a special permit to house urban bees at the property of 504 - 5th Avenue, Warner to the period ending December 31, 2025."	WIP
<u>Motion Carried 2024-147</u>	Moved by Councillor Baron, seconded by Councillor Toovey, "that Council approve the proposed 150 x 200 riding arena north of the existing ball park and that administration prepare an agreement."	Complete
<u>Motion Carried 2024-149</u>	Moved by Mayor Lindsay, seconded by Councillor Toovey, "that Council table the item of Airport Insurance to a future council meeting."	Complete
<u>Motion Carried 2024-179</u>	Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council reallocate \$10,000 in the budget for grant writing services and approve the purchase of the air-cooled chiller from Trane Technologies for the Civic Centre in the amount of \$680,187.00. to be in place by fall 2025."	WIP
<u>Motion Carried 2024-200</u>	Moved by Councillor Toovey, seconded by Councillor Koehn, "that administration prepare a quarterly solar report for inclusion into Council's agenda."	WIP
<u>Motion Carried 2024-224</u>	Moved by Councillor Baron, seconded by Councillor Koehn, "that a public hearing be set for Bylaw 634-24 for December 18, 2024, at 5:30 p.m. in Council Chambers."	Complete
<u>Motion Carried 2024-226</u>	Moved by Councillor Baron, seconded by Councillor Koehn, "that a public hearing be set for Bylaw 635-24 for December 18, 2024, at 5:30 p.m. in Council Chambers."	Complete
<u>Motion Carried 2024-227</u>	Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council appoint Robert Overson to the Village of Warner Library Board for a three-year term, from November 1, 2024, to October 31, 2027."	Complete

<u>Motion Carried 2024-231</u>	Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council provide a letter of support to SouthGrow for their application to obtain funding from the Northern and Regional Economic Development (NRED) Program."	Complete
<u>Motion Carried 2024-232</u>	Moved by Councillor Baron, seconded by Councillor Koehn, "that Council appoint Val Lagler and Beth Punga to the Municipal Planning Commission for the 2024-2025 term."	Complete

2024 Operational Projects

Council	
CWG membership	Complete
Council mileage	Ongoing
Community Engagement – vision / mission	Report Received
Mayors and Reeves membership	Complete
AB Municipalities Conference x 1	Complete
FCM x 0	Complete
Administration	
Chamber Flooring	WIP
Chamber Painting	WIP
Smart TV/Board	Complete
Working Alone (25 (text) or 30 (phone in) / person)	Complete
Security Bars for ATB	Complete
Punch code keyless entry – WTP/PW Shop/Admin (\$120 each)	Complete
Village Admin building sign	
Paint Admin building	
Paint PW building	
IT	
HVAC – AC Preventative Maintenance	Complete
ATB Rent	Ongoing
RCMP	Complete
Fire	
Yellow(Bush) truck clutch	Complete
Roads	
Playground zone signs/posts	WIP
Crosswalk painting	
Solid Waste	
Recycling Fee to Rates Bylaw	Revisit
Planning and Development	
CF Beautification (cost per loan) x 1	0 applications
Parks and Recreation	
Christmas Lights (\$1,200 per siloutte)	
Civic Centre	
Water filling station	Complete
Griddle	Complete
Camera for online monitoring of systems	
EV Charger light	
Line for Live Barn	

2024 Capital Projects

Administration	
HVAC Replacements	Defer to 2025
Administration Roof	Complete
Fire	
30,000 gallon water tank	Complete
Roads	
Road Rehabilitation	Complete
Wastewater	
Manhole replacement	Complete
Camera along 4th Avenue	Complete
Civic Centre	
Ice plant	WIP
radiant heaters	WIP
Zamboni	





## Request for Decision Committee Reports

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### RECOMMENDATION

That the committee reports for the period ending December 18, 2024, be accepted as information.

### LEGISLATIVE AUTHORITY

Municipal Government Act  
Bylaw 561-18 Procedural Bylaw

### BACKGROUND

Elected Officials, appointed at the annual organizational meeting, attend regular meetings of various boards, commissions and committees. Each elected official is required to keep Council informed by providing regular activity of the board, commission or committee they are appointed to.

### RISKS/CONSEQUENCES

Should committee reports not be relayed, members of Council will not be informed on the various boards, commissions and committees.

### FINANCIAL CONSIDERATIONS

None

### ATTACHMENTS

1. Oldman River Regional Services Commission Minutes
2. FCSS Minutes



OLDMAN RIVER REGIONAL SERVICES COMMISSION

## EXECUTIVE COMMITTEE MEETING MINUTES

October 10, 2024; 6:00 pm

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, October 10, 2024, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

### Attendance

#### **Executive Committee**

Gordon Wolstenholme, Chair  
Scott Akkermans  
Brad Schlossberger  
Christopher Northcott, Virtual

#### **Staff**

Raeanne Keer, Executive Assistant  
Stephanie Sayer, Accounting Clerk

#### **Absent**

Don Anderberg, Vice Chair  
David Cody  
Neil Sieben

Chairman Wolstenholme called the meeting to order at 6:08 pm.

### **1. Approval of Agenda**

**Moved by: Christopher Northcott**

THAT the Executive Committee adopts the October 10, 2024 Executive Committee Meeting Agenda, as presented.

**CARRIED**

### **2. Approval of Minutes**

**Moved by: Scott Akkermans**

THAT the Executive Committee approves the July 11, 2024 Executive Committee Meeting Minutes, as presented.

**CARRIED**

### **3. Business Arising from the Minutes**

There was no business arising from the minutes.

**4. Official Business**

**a. Chief Administrative Officer Performance Evaluation**

R. Keer handed out the Chief Administrative Officer Performance Evaluation form to the Committee and advised that she would send out a digital copy as well.

R. Keer stated that in October & November every year the Committee completes the Performance Evaluation of the Chief Administrative Officer.

**b. Organizational Meeting & Elections – December 5, 2024**

R. Keer stated that the Organizational Meeting and Elections will be at the Board of Directors meeting scheduled for December 5, 2024. She stated that nomination forms will be going out mid to late November for the Executive Committee.

**c. Subdivision Activity – As of September 30, 2024**

R. Keer presented Subdivision Activity as of September 30, 2024 to the Committee.

**d. 4-Year Rolling Budget Discussion**

S. Sayer presented the 4-Year Rolling Budget options that were provided to the Committee following the September Budget Workshop. She requested direction from the group in order to be prepared for the October Budget Workshop on October 17, 2024.

The Committee discussed a 3-year and 4-year rolling budget options, succession within the organization, membership fee increases, regional opportunities, and future financial planning for the organization.

**5. Accounts**

**a. Office Accounts**

R. Keer presented the Monthly Office Accounts for June to August 2024 and the Payments and Credits for June to August 2024 to the Committee.

**b. Financial Statements**

R. Keer presented the Balance Sheets and Comparative Income Statements for June to August 2024 and the Details of Account as of August 31, 2024 to the Committee.

**Moved by: Brad Schlossberger**

THAT the Executive Committee approves the Monthly Office Accounts, the Payments and Credits, Balance Sheets and Comparative Income Statements for June to August 2024 and the Details of Account as of August 31, 2024, as presented.

**CARRIED**

**6. New Business**

There was no new business for discussion.

**7. CAO's Report**

R. Keer presented CAO Report to the Committee.

**8. Round Table Discussions**

Committee members and staff reported on various projects and activities in their respective municipalities.

**9. Next Meeting** – Board of Directors – December 5, 2024;  
Executive Committee – November 14, 2024

**10. Adjournment**

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:41 pm.

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**Barons-Eureka-Warner Family & Community Support Services (FCSS)  
Minutes of Board Meeting – Wednesday, November 6, 2024  
Coaldale Hub (2107-13<sup>th</sup> Street)  
In-person and Online**

**Attendance (in-person)**

Degenstein, Dave – Town of Milk River, Board Chair  
Bekkering, Garth – Town of Taber  
Doell, Daniel – Village of Barons  
Feist, Teresa - Town of Picture Butte  
Jensen, Kelly – Town of Raymond  
Kirby, Martin – Village of Warner  
Nilsson, Larry – Village of Stirling

**Attendance (online)**

Forchuk, Marilyn – Town of Vauxhall  
Payne, Megan – Village of Coutts  
Caldwell, Heather – Town of Coalhurst  
Jensen, Melissa – Town of Nobleford

**Absent – Board Members**

Heggie, Jack – County of Warner  
Foster, Missy – Village of Barnwell  
Hickey, Lorne – Lethbridge County  
Harris, Merrill – M.D. of Taber  
Chapman, Bill – Town of Coaldale, Vice-Chair

**Staff (in-person):**

Morrison, Zakk – Executive Director  
DeBow, Petra – Manager  
Florence-Greene, Evelyn – Accounting Assistant  
Hashizume, Linda – Executive Assistant

**Call to Order**

Z. Morrison called the meeting to order at 4:00 p.m.

Board introductions were made.

**Elections**

Z. Morrison called for nominations for the position of Chairperson.

M. Payne nominated D. Degenstein for the position of Chairperson.

K. Jensen entered the Board Meeting at 4:07

Z. Morrison called a second time for nominations for the position of Chairperson.

A handwritten signature in black ink, appearing to be 'Z. Morrison', is located in the bottom right corner of the page.

Z. Morrison called a third time for nominations for the position of Chairperson.

D. Degenstein accepted the nomination.

G. Bekkering moved nominations cease. L. Nilsson seconded the motion.

**Carried Unanimously**

D. Degenstein was acclaimed to the position of Chairperson.

D. Degenstein called for nominations for the position of Vice-Chairperson.

D. Degenstein nominated B. Chapman for the position of Vice-Chairperson.

D. Degenstein called a second time for nominations for the position of Vice-Chairperson.

D. Degenstein called a third time for nominations for the position of Vice-Chairperson.

G. Bekkering moved nominations cease. T. Feist seconded the motion.

**Carried Unanimously**

B. Chapman was acclaimed to the position of Vice-Chairperson.

### **Approval of Agenda**

L. Nilsson moved the Board approve the agenda as presented.

**Carried Unanimously**

### **Dates of Regular Meetings**

The Board members discussed the monthly date for 2024-2025 regular Board meetings.

T. Feist moved the Board meetings to be held the first Wednesday of the month, excluding the months of January, July, and August at 4:00 p.m.

**Carried Unanimously**

Z. Morrison discussed Annual Agenda Items for 2024-2025 Board meetings.

M. Payne moved the Board accept the Annual Agenda Items as presented for information.

**Carried Unanimously**

### **Minutes**

K. Jensen moved the minutes of October 2, 2024, FCSS Board meeting be approved as presented.

**Carried Unanimously**

Handwritten signatures in black ink, appearing to be initials or names, located at the bottom right of the page.

## Correspondence

The following correspondence was presented for information:

- 2024-09 FCSSAA News.
- Resolutions for FCSSAA AGM 2024.
- FCSS Community Impact Tool FAQ's.
- 2024-10 FCSSAA News.
- 2024-10-10 Village of Barons – Daniel Doell appointment to the FCSS Board (2024-2025).
- 2024-10-23 MD of Taber – Merrill Harris appointment to the FCSS Board (2024-2025).
- 2024-10-25 Lethbridge County – Lorne Hickey appointment to the FCSS Board (2024-2025).

D. Doell moved the Board to receive the correspondence as presented for information.

**Carried Unanimously**

## Reports

### Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- Z. Morrison was nominated by the Directors' Network for the FCSSAA Board of Directors as a Director Representative.
- FCSS programming space in Barons has moved from the United Church to the Seniors' Drop-in Centre.
- **November** is Family Violence Prevention Month, which means it is a time to raise awareness and have an open conversation about family and domestic violence. Visit: <https://fcss.ca/monthly-message/family-violence-prevention-month/>

G. Bekkering moved the Board to approve the Executive Director's Report as presented.

**Carried Unanimously**

### Financial Report

Z. Morrison reviewed the Financial Report.

The Board discussed the Financial Report.

L. Nilsson moved the Board to approve the November 2024 Financial Report including:

- Financial statement for September 30, 2024;
- Monthly accounts for September 1-30, 2024;
- ATB Mastercard statement – September 13 to October 10, 2024

**Carried Unanimously**



**New Business**

Family and Community Support Services Association of Alberta (FCSSAA)  
Conference 2024

Z. Morrison discussed the annual FCSSAA Conference which will be held November 13-15, 2024.

The Board discussed that the attending Board Members can vote at will as voting delegates at the FCSSAA AGM.

G. Bekkering moved the Board send B. Chapman, M. Kirby, D. Degenstein, and H. Caldwell attend the FCSSAA Conference naming D. Doell as an alternate.

**Carried Unanimously**

T. Feist moved the Board appoint D. Degenstein and M. Kirby as the voting delegates for the 2024 FCSSAA AGM.

**Carried Unanimously**

The Board tabled the Municipal Requisition 2025 discussion till the December 4<sup>th</sup>, 2025, Board meeting.

**Round Table**

The Board shared municipal updates.

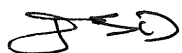
**Date of Next Meeting**

The date of the next regular Board meeting will be December 4<sup>th</sup>, 2024, at the Coaldale HUB (2107 – 13<sup>th</sup> St.) in person and online (via Teams) starting at 4:00pm.

**Adjournment**

K. Jensen moved the meeting to adjourn at 5:00 p.m.

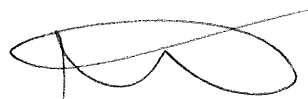
**Carried Unanimously**



\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

07 DEC 24



\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

Dec 4/2024





## Request for Decision Correspondence

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### RECOMMENDATION

That the correspondence for the period ending December 18, 2024 be accepted as information.

### LEGISLATIVE AUTHORITY

### BACKGROUND

Correspondence is a collection of general information received at the Village Office and is provided to Council as information.

### RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in correspondence. Council shall be specific in the direction it provides.
2. Council may direct Administration on any item contained in correspondence.

### FINANCIAL CONSIDERATIONS

None

### ATTACHMENTS

1. Public Safety and Emergency Services – Engagement
2. Public Safety and Emergency Services – Letter
3. Municipal Affairs – Letter
4. Seniors, Community and Social Services – Letter
5. Oldman River Regional Services Commission – Budget
6. Holiday Greetings
7. Christian Heritage Month

From: PSES Engagement <pses.engagement@gov.ab.ca>  
Sent: December 6, 2024 3:47 PM  
To: PSES Engagement  
Subject: Invitation to information sessions on changes to policing legislation

Sent on behalf of Curtis Zablocki, Assistant Deputy Minister and Director of Law Enforcement, Public Safety and Emergency Services

The Government of Alberta would like to provide information for community representatives and stakeholders in connection with changes to policing legislation. The Police Amendment Act, 2022 (PAA), which passed in December 2022, is an important milestone in Alberta's efforts to modernize policing in the province.

The PAA was designed to improve police accountability and enhance public confidence by reforming policing practices and strengthening ties to the community. It also responds to a long-standing desire in communities policed by the Royal Canadian Mounted Police (RCMP) to have a more formal role in setting local policing priorities and performance goals through the creation of civilian advisory bodies.

The government has now also finalized the Police Governance Regulation and Police Governance (Ministerial) Regulation, which will both come into force on March 1, 2025. Both regulations provide further information in connection with these civilian bodies. The Honourable Mike Ellis, Minister of Public Safety and Emergency Services, recently sent a letter and a question-and-answer document to your organization about this matter.

\* Communities with a population over 15,000 that are policed by the RCMP with a Municipal Police Service Agreement (MPSA) will be required to establish municipal policing committees.

\* Communities with a population of under 15,000 policed by the RCMP with an MPSA will be represented by regional policing committees but will have the option to form their own municipal policing committee.

\* Communities policed by the RCMP under the Provincial Police Service Agreement (PPSA) will be represented by the Provincial Police Advisory Board.

The government will hold virtual information sessions with department representatives where there will be an opportunity to ask questions.

MPSA communities with a population over 15K:

To register, please click on the following link:

[https://us02web.zoom.us/webinar/register/WN\\_nWenLVoeRQ2ycJytoy-VUA](https://us02web.zoom.us/webinar/register/WN_nWenLVoeRQ2ycJytoy-VUA)

MPSA communities with a population under 15K:

To register, please click on the following link:

[https://us02web.zoom.us/webinar/register/WN\\_Tv5bUnKaTOu-m\\_L8x-Rr3A](https://us02web.zoom.us/webinar/register/WN_Tv5bUnKaTOu-m_L8x-Rr3A)

PPSA communities:

To register, please click on the following link:

[https://us02web.zoom.us/webinar/register/WN\\_YkiSCNxUQF2a9R8HLN3dbA](https://us02web.zoom.us/webinar/register/WN_YkiSCNxUQF2a9R8HLN3dbA)

Upon registration, you will receive a link to access the online session.

If you have questions, please contact the department at [AlbertaPoliceGovernance@gov.ab.ca](mailto:AlbertaPoliceGovernance@gov.ab.ca).

We look forward to your participation in these sessions.

The PSES Engagement Team



ALBERTA  
PUBLIC SAFETY AND EMERGENCY SERVICES

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

AR 29969

November 20, 2024

His Worship Tyler Lindsay  
Mayor  
Village of Warner  
PO Box 88  
Warner AB T0K 2L0

Dear Mayor Lindsay:

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

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

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

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

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

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

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

### **Communities policed under the Provincial Police Service Agreement**

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

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

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

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

Sincerely,



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

Attachment

## Frequently Asked Questions:

### RCMP civilian governance

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

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

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

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

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

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

What will the function of the municipal police committees be?

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

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

What will the function of the regional police committees be?

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

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

How many different civilian governance bodies will be established?

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Will committee positions be voluntary or paid?

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

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

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

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

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

What is the role of the Provincial Police Advisory Board?

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

AR116598

November 21, 2024

Kelly Lloyd  
 Chief Administrative Officer  
 Village of Warner  
 PO Box 88  
 Warner AB T0K 2L0

Dear Ms. Lloyd:

I am writing in follow up to my April 5, 2024 letter, which was a courtesy warning advising you that Local Government Fiscal Framework (LGFF) project eligibility restrictions could be put in place this fall, if the Village of Warner continues to be recognized as having potential viability and infrastructure management challenges.

For the purpose of the LGFF Capital program, municipalities are recognized as having these potential challenges when they trigger the following two measures:

- Investment in Infrastructure ratio – triggered when it falls below 1.0, which indicates municipal capital spending is less than depreciation of municipal assets.
- Capital Grants as Percentage of Investment in Infrastructure ratio – triggered when the indicator is above 0.8, which indicates significant reliance on allocation-based infrastructure grants.

Effective August 2024, these project eligibility restrictions are now also in place for the Canada Community-Building Fund (CCBF) program, with the same measures used.

As outlined in my previous correspondence, a warning is issued when the above measures are triggered for three consecutive years, and restrictions are put in place if the above measures are also triggered in the fourth consecutive year.

Upon review of 2023 data, it was determined that the Village of Warner triggered both ratios for the fourth consecutive year, as outlined below.

Investment in Infrastructure				Capital Grants as Percentage of Investment in Infrastructure			
2020	2021	2022	2023	2020	2021	2022	2023
0.93	0.84	0.90	0.89	0.99	1.13	0.94	0.83

.../2

Triggering both measures over the four year period means that only projects that pertain to core infrastructure will be accepted for LGFF and CCBF funding, with core infrastructure defined as capital assets related to:

- roads and bridges;
- water, wastewater and storm water systems;
- police, fire and emergency services;
- infrastructure management systems; and
- disaster mitigation.

In addition, if cash-flow updates are required to previously accepted LGFF and CCBF projects not related to core infrastructure, they will be subject to a higher degree of scrutiny.

The project eligibility restrictions are effective immediately for the LGFF Capital program and effective January 1, 2025 for the CCBF program. Deferring the CCBF implementation of the restrictions to January is in consideration of the new CCBF Program Guidelines being released at the end of August, which gave municipalities less time to adopt to the new policy.

The restrictions will be in place until at least one of the two measures is at the required level for a minimum of three consecutive years, or until the Village of Warner is able to demonstrate that its core infrastructure is in good condition, whichever is earlier.

If your municipality's core infrastructure is in good condition, this can be demonstrated through submission of an asset condition assessment to [ma.lgffcapital@gov.ab.ca](mailto:ma.lgffcapital@gov.ab.ca). If your municipality's core infrastructure condition is not known, you can make the decision to evaluate your infrastructure as part of an asset management plan. This activity can be funded through the LGFF Capital or Operating programs, the CCBF, or with any remaining Municipal Sustainability Initiative capital or operating funding.

Additional information on project eligibility restrictions is outlined in the program guidelines, available on the LGFF ([www.alberta.ca/local-government-fiscal-framework-capital-funding](http://www.alberta.ca/local-government-fiscal-framework-capital-funding)) and CCBF ([www.alberta.ca/canada-community-building-fund](http://www.alberta.ca/canada-community-building-fund)) program websites. Municipal Affairs staff are also available to you if you have any questions or require assistance. To speak to a grant advisor, please dial toll-free at 310-0000, then 780-422-7125.

Sincerely,



Ethan Bayne  
Assistant Deputy Minister

From: Sonya Burak-Bernard <sonya.burak-bernard@gov.ab.ca>  
Sent: November 22, 2024 2:17 PM  
To: ! Village of Warner CAO  
Subject: Designation of affordable housing accommodations?

Village of Warner Kelly Lloyd cao@warner.ca?

Dear Kelly Lloyd:

?

On October 3, 2024, you received correspondence from David Williams, the Assistant Deputy Minister of the Housing Division, informing you that recent amendments to the Municipal Government Act will make affordable housing accommodations exempt from municipal and education property tax, effective January 1, 2025. Affordable housing accommodations are designated by the Minister of Seniors, Community and Social Services per Ministerial Order No. 2024-011 under the Alberta Housing Act.???

In October, we informed you that there were no properties eligible for designation in your municipality. No agreements between affordable housing providers and an order of government (federal, provincial or municipal) have been identified in your community at this time. This email confirms that there are no designated affordable housing accommodations in your community. Please note that the Alberta Social Housing Corporation may own assets in your community; if so, these are already exempt through other provisions.??

The list will be publicly available on Alberta.ca in January 2025 and will be updated at least annually to reflect any changes. If there are changes to the list throughout the year (agreements expire, or new projects become eligible), the Ministry of Seniors, Community and Social Services will inform your municipality.??

If you wish to provide any updates to the list throughout the year, please contact the Housing Division at SCSS.MunicipalEngagement@gov.ab.ca. You will be contacted in summer 2025 to review your community listing for the following year.?

?

Thank you for your support and cooperation.??

?

Housing Division?

Seniors, Community and Social Services?

Classification: Protected A

December 10, 2024

File:30C-179  
**Sent Via Email**

Chief Administrative Officers & Councils  
All Member Municipalities of ORRSC

Dear Chief Administrative Officer and Council,

**RE: 2025 Membership Fees**

On behalf of the Board of Directors of the Oldman River Regional Services Commission, we wish to inform you that at the Annual Organizational Meeting held on Thursday, December 5, 2024 the Board of Directors approved the 2025 Operating and Capital Budget.

The approved 2025 Operating Budget includes an increase to the mill rate by 0.025, increasing the Floor to \$5,000 and increasing the Ceiling to \$104,206. We want to assure our Members that a substantial amount of time, discussion, and deliberations were undertaken by the Executive Committee and the Board of Directors regarding these increases. We understand that an increase in fees is challenging and that all industries, including municipal governments, are feeling the financial pressures of the current economic climate, but we believe that in order for the organization to remain financially viable an increase to our member fees was required.

Please see the included document which outlines your Municipality's 2025 Membership Fees.

We appreciate the loyalty and support that we have received since ORRSC's inception and want to ensure you know that ORRSC is dedicated to continuing to provide exceptional value to our Members. Along with this years Annual Organization Meeting, a robust budget presentation was provided by members of the Executive Committee and Administration on the proposed Operating Budget and our financial plan moving forward. A copy of this presentation has been included with this correspondence.

We wish to extend the invitation to discuss the budget presentation, the membership fee increases, and any other concerns Administration or Council may have. If you would like to have us present to your Council or Administration, please contact Raeanne Keer, Executive Assistant, at 403-329-1344 or by email at [admin@orrsc.com](mailto:admin@orrsc.com) at your convenience who will work with you to coordinate a visit.



*OLDMAN RIVER REGIONAL SERVICES COMMISSION*

3105 - 16<sup>th</sup> Avenue North  
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344  
Toll-Free: 1-844-279-8760  
E-mail: [admin@orrsc.com](mailto:admin@orrsc.com)  
Website: [www.orrsc.com](http://www.orrsc.com)

Should you have any other questions please do not hesitate to reach out to our office at 403-329-1344 or by email at [admin@orrsc.com](mailto:admin@orrsc.com).

Thank you,

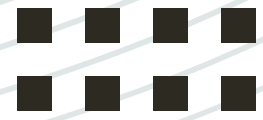
A handwritten signature in black ink, appearing to read 'Lenze Kuiper', written over a light grey rectangular background.

Lenze Kuiper  
Chief Administrative Officer

LK/rk

Enclosed:

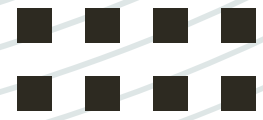
2025 Membership Fees  
2025 Budget Presentation – Executive Committee



# 2025 Budget Presentation



2023/2024 Executive Committee



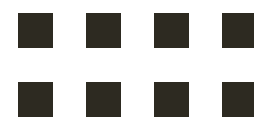
# The Organization



# Mission Statement

**The Oldman River Regional Services Commission will provide professional municipal planning, geographical information system and regional assessment review board services and advice. These services will be provided to our municipal Members and their rate-payers in a professional manner befitting a non-profit entity.**

# What is ORRSC?



The Oldman River Regional Services Commission (ORRSC) is established under part 15.1 of the *Municipal Government Act* (MGA), and this service commission is a cooperative effort of its Member municipalities in southern Alberta who have created an organization to provide municipal planning advice to its Members.

ORRSC was recreated and renamed in 2003, from the previous Oldman River Intermunicipal Service Agency (ORISA) - which was established in 1995 as a successor to the Oldman River Regional Planning Commission.

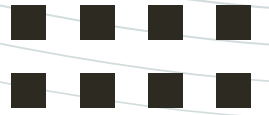
After the MGA was amended in 1994 to dissolve all regional planning commissions in Alberta, our organization was formed by the Member Municipalities of that day to carry on the same functions, ensuring consistency in terms of staff and planning advice to our Members.

**In 2025 ORRSC will celebrate its 70th Year Anniversary, where our deep history in southern Alberta has evolved since the 1955 Lethbridge District Planning Commission**

## Why does ORRSC Exist?

The MGA requires municipalities to manage land use, subdivision, and development by preparing bylaws and statutory planning documents. ORRSC assists municipalities with creating these documents while providing day-to-day professional planning advice and assistance to our Members, continuing our historic ties to many of our Member Municipalities.

# ORRSC's Organizational Structure



Board of Directors

The Board of Directors is comprised of 41 appointed elected officials from the Member Municipalities.

Executive Committee

The Executive Committee is elected by the Board of Directors and responsible for the day-to-day financial and administrative matters of the Board, such as budget preparation, policy review, and approval of financial accounts.

Chief Administrative Officer

The Chief Administrative Officer is the direct employee of the Board and Executive who is responsible for daily operations and ensuring that the organization operates in accordance with its objectives, polices, finances, etc.

Administration

Planning

GIS

Administration, GIS, and Planning are ORRSC's de facto departments who work together to provide the critical services our Members use on a day-to-day basis.

# 2024/2025 Board of Directors

## Rural Members

Cardston, County - Roger Houghton  
Forty Mile, County - Joan Hughson  
Lethbridge County - Morris Zeinstra  
Pincher Creek, M.D. - Jim Welsch  
Ranchland, M.D. - Ron Davis  
Taber, M.D. - John DeGroot  
Vulcan County - Christopher Northcott  
Warner, County - David Cody  
Willow Creek, M.D. - Evan Berger

## Urban Members

Arrowwood, Village - Colin Bexte  
Barnwell, Village - Shayla Anderson  
Barons, Village - Dan Doell  
Bassano, Town - Mike Wetzstein  
Brooks, City - Ray Juska  
Cardston, Town - Allan Burton  
Carmangay, Village - Sue Dahl  
Champion, Village - James F. Smith  
Claresholm, Town - Brad Schlossberger  
Coalhurst, Town - Deborah Florence  
Coutts, Village - Tanya Smith  
Cowley, Village - Dave Slingerland  
Crowsnest Pass, Muni. - Dean Ward  
Crowsnest Pass, Muni. - Dave Filipuzzi  
Duchess, Village - Stephen Dortch  
Fort Macleod, Town - Gord Wolstenholme  
Glenwood, Village - Mark Peterson  
Hill Spring, Village - Suzanne French  
Lomond, Village - Brad Koch  
Magrath, Town - Gerry Baril  
Milk River, Town - Peggy Losey  
Milo, Village - Dean Melnyk  
Nanton, Town - Victor Czop  
Nobleford, Town - Marinus de Leeuw  
Picture Butte, Town - Teresa Feist  
Pincher Creek, Town - Don Anderberg  
Raymond, Town - Neil Sieben  
Stavely, Town - Don Norby  
Stirling, Village - Matthew Foss  
Vauxhall, Town - Russel Norris  
Vulcan, Town - Richard DeBolt  
Warner, Village - Marty Kirby



# 2023/2024 Executive Committee

## **Gord Wolstenholme, Chair**

Town of Fort MacLeod

20 years on Board of Directors; 10 years as Chair

## **Scott Akkermans**

Town of Coalhurst

1 year on Board of Directors; 1 year on Executive Committee

## **Christopher Northcott**

Vulcan County

3 years on Board of Directors; 3 years on Executive Committee

## **Neil Sieben**

Town of Raymond

3 years on Board of Directors; 3 years on Executive Committee

## **Don Anderberg, Vice Chair**

Town of Pincher Creek

14 years on Board of Directors; 12 years on Executive Committee, 3 Years as Vice Chair

## **David Cody**

County of Warner

10 years on Board of Directors; 2 years on Executive Committee

## **Brad Schlossberger**

Town of Claresholm

3 years on Board of Directors; 3 years on Executive Committee



# Board of Directors

Comprised of Elected Officials appointed by Member Municipalities  
Decision-making and policy-making body of the Commission.  
Unless delegated to the Executive, the Board has responsibility for all operations, policies, employees, budgeting and other functions of the Commission.  
Responsible for approving proposed Annual Budget.

# Executive Committee

Elected by the Board of Directors.  
Responsible for financial and administrative matters, including budget preparation, approval of accounts, procedures and policies for hiring and dismissal of staff, and specific issues affecting administration or policy.  
With Administration, prepares and reviews the annual budget estimates and work program submitted by the CAO.  
Recommends an Annual Budget to the Board for approval

## Both the Board and the Executive operates and is governed by the following Bylaws

- 2021-01 - Board of Directors and Executive Committee Bylaw
- 2021-02 - Administrative Bylaw
- 2021-03 - Procedural Bylaw
- 2021-04 - Code of Conduct for Board of Directors Bylaw
- 2021-05 - Document Retention Bylaw

## Fiduciary Duty

Members shall:

- Act in the best interest of the Commission
- Not favour the interests of their municipality should the Commission's interest differ from their municipality's

# 2024 Staff

## Administration

Lenze Kuiper, Chief Administrative Officer (2005)  
Raeanne Keer, Executive Assistant (2022)  
Stephanie Sayer, Accounting Clerk (Apr 2024)

## GIS

Jaime Thomas, GIS Analyst (2005)  
Mladen Kristic, CAD/GIS Technologist (2006)  
Jordan Thomas, GIS Analyst (2006)  
Kaylee Sailer, CAD/GIS Technologist (2013)  
Carlin Groves, GIS Technician (2019)

## Planning - Subdivision

Jennifer Maxwell, Subdivision Technician (2015)

## Planning

Mike Burla, Senior Planner (1978)\*  
Steve Harty, Senior Planner (1998)  
Diane Horvath, Senior Planner (2000)  
Bonnie Brunner, Senior Planner (2007)  
Gavin Scott, Senior Planner (2007)  
Ryan Dyck, Planner (2013)  
Maxwell Kelly, Planner (2019)  
Kattie Schlamp, Planner (2022)  
Rachel Schortinghuis, Assistant Planner (Mar 2024)  
Harsimran (Sim) Kaur, Assistant Planner (Aug 2024)\*  
Jiayi Wang, Assistant Planner (Aug 2024)\*

# Organizational Change

**37 PLANNING MEMBERS**  
8 RURAL / 29 URBAN

**25 GIS MEMBERS**

**2005**

**41 PLANNING MEMBERS**  
9 RURAL / 32 URBAN

**41 GIS MEMBERS**

**2013**

**39 PLANNING MEMBERS**  
8 RURAL / 31 URBAN

**44 GIS MEMBERS**

**2021**

**38 PLANNING MEMBERS**  
9 RURAL / 29 URBAN

**32 GIS MEMBERS**

**2009**

**41 PLANNING MEMBERS**  
9 RURAL / 32 URBAN

**44 GIS MEMBERS**

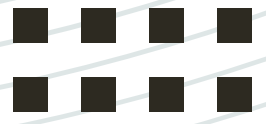
**2017**

**40 PLANNING MEMBERS**  
9 RURAL / 31 URBAN

**44 GIS MEMBERS**

**2024**





# 2025 Draft Budget Process

# 2012 Finance Committee

**“experiencing cyclical, unstable and volatile revenue streams (i.e. subdivision and fee-for-service) that jeopardize our ability to meet short-term and long-term fixed expenses. If we continue to ignore this problem and continue to operate under the present business model we may miss critical budget projections which may result in cash flow problems, limited service delivery and ultimately in damage to our quality reputation”**

**2012 ORRSC Financial Committee Report and Recommendations**

## **Recommendation #1 - Increase GIS Fee +5%**

Rationale - GIS fees are based on a cost recovery model built at inception in 2002.

## **Recommendation #2 - Increase Fee-For-Service Hourly Rate**

Rationale - Standard fee rates for private firms is 2x or 3x the hourly wage to include overhead/profit margin. Historically offered low rates to Members as a valued benefit.

## **Recommendation #3 - Fee-For-Service Interim Billing**

Rationale - Management of cash flow needed, introduction of 1/3 Billing System

## **Recommendation #4 - New and Improved Municipal Service Contracts**

Rationale - To address changes over past 18-years and outline in greater detail the services offered in exchange for membership and fee-for-service

## **Recommendation #5 - Increase Subdivision Fees**

Rationale - Increase fees to be in alignment in other parts of the province.

## **Recommendation #6 - Total Equalized Assessments with Split Mill Rate**

Rationale - Use yearly TEA's to determine each years requisition with a split mill rate (urban/rural) for reliable income for expenses and less reliance on variable income from subdivision and fee-for-service.

# 2025 Budget Preparation Timeline

Discussed projected end of year financials and determined a robust financial plan is needed moving forward into 2025

**August 2024**



**July 2024**

Administration develops 10-year financial history and trends for the organization

Regular Monthly Meeting focused on final budget deliberations and recommendation to Board



**November 2024**

**October 2024**

Budget Workshop #2  
4 Hours

Budget Workshop #1  
4 Hours

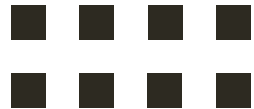


**September 2024**

Regular Monthly Meeting focused on budget deliberations and direction to Admin for preparation



**October 2024**



# Budget Deliberations

Membership fees to cover fixed expenses

Develop a financial plan to have membership fees cover fixed expenses

Review Floor and Ceiling

Rebuild reserves

Develop proposed plan for Cost of Living increases and inflation implications to organization (wages, utilities, vehicles, etc.)

Develop better financial planning for variable income (fee-for-service, subdivision)

Succession Planning

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YEAR	BUDGET	ACTUAL
2015	\$18,285	\$171,151
2016	\$6,198	72,826.08
2017	\$34,376	\$255,792
2018	\$36,430	\$210,882
2019	\$38,234	-\$42,315
2020	\$40,048	-\$82,944
2021	\$1,188	\$296,029
2022	\$5,399	-\$138,842
2023	\$7,233	-\$250,237
2024*	\$9,645	\$83,842

\*As of November 28, 2024



# Membership Fee Considerations

## **+0.057 Mill Rate / +55% Ceiling / \$5,000 Floor (1 Year)**

**Would ensure fixed expenses are fully covered by Membership Fees for 2025.**  
Executive Committee determined this was too drastic of an increase for our Members.

## **+0.03 Mill Rate / +10%, +20%, +30% Ceiling / \$5,000 Floor (+7 Years)**

**Smaller increases to the Mill Rate and Ceiling would take an estimated +7 years for the fixed expenses to be covered by the Membership Fees.**  
Executive Committee determined this was too long of a window as we had been in a deficit for too many years and have depleted the reserves.

## **+0.031 Mill Rate / +40% Ceiling / \$5,000 Floor (3 Years)**

**Would allow us to kickstart 3 Year Plan to have Membership Fees fully cover fixed expenses with smaller increases to the remaining 2-years.**

# 2025 Fee Overview

## Planning Membership

**+0.025 Mill Rate Increase**

**Increase Ceiling to \$104,206**

**Increase Floor to \$5,000**

## Subdivision Fees

**No Increase / No Changes**

## Fee For Service Hourly

**(Members)**

**No Increase / No Changes**

**Remains \$85/hour**

## GIS Membership

**+8% Increase**

## Regional Boards

**(Chinook SDAB / Regional ARB)**

**No Increase / No Changes**

## Fee For Service Hourly

**(Non-Members)**

**Increase from \$170/hr to \$200/hr**

# Floor & Ceiling

In 2012 the financial model for collecting membership fees was approved by the Board of Directors, and is as follows:

**Yearly Provincial Total Equalized Assessment x Split Mill Rate (Urban & Rural) = Annual Member Contribution**

In addition, following recommendations of the Finance Committee the “Floor” was set to \$2,000 for 2013.

The “Ceiling” was also capped to \$65,000 to retain municipalities who had high Total Equalized Assessment values.

Since 2013 the Floor and Ceiling have only increased with annual increases, they have not been adjusted in 10-years.

**2013**

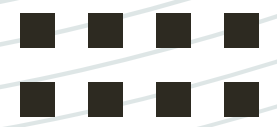
**\$2,000** Floor

**\$65,000** Ceiling

**2024**

**\$2,370** Floor

**\$77,190** Ceiling



# Our Goals



# Our Goals

## Financial Stability

Ensure the organizations fixed expenses (payroll, benefits, utilities, software, etc.) are covered by annual membership fees

## Revenue Growth for Reserves

Encourage revenue growth through fee-for-service and subdivision fees to rebuild reserves

## Intensify Financial Planning

Provide a 3-year Ongoing Operating Plan early in the year so that our organization and membership has a strong financial plan moving forward



# **Our Goals - #1**

## **Financial Stability**

# How Will We Reach Financial Stability?



**Membership Fees to financially cover fixed operating expenses**

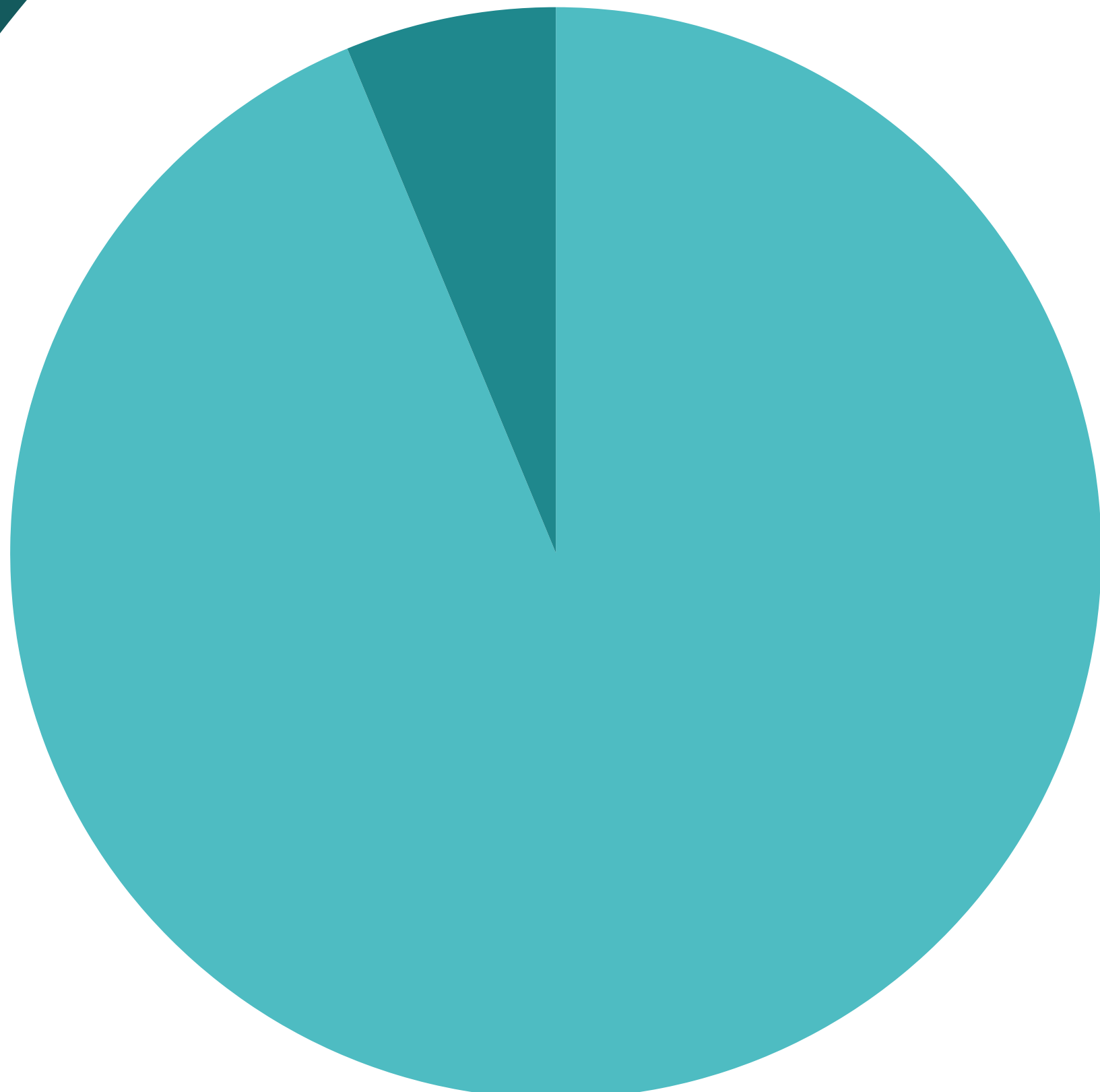
**Use revenue from Fee-For-Service and Subdivision Fees to fund non-fixed operating expenses and rebuild reserves**

**Review “Floor” and “Ceiling” on annual basis**

**Continue to review operating costs for savings**

**Research and apply for grants for cost-savings for future capital projects and purchases**

# 2025 Budget - Fixed vs Variable Expenses



**Variable Expenses**  
6.2%

**Fixed Expenses**  
93.8%

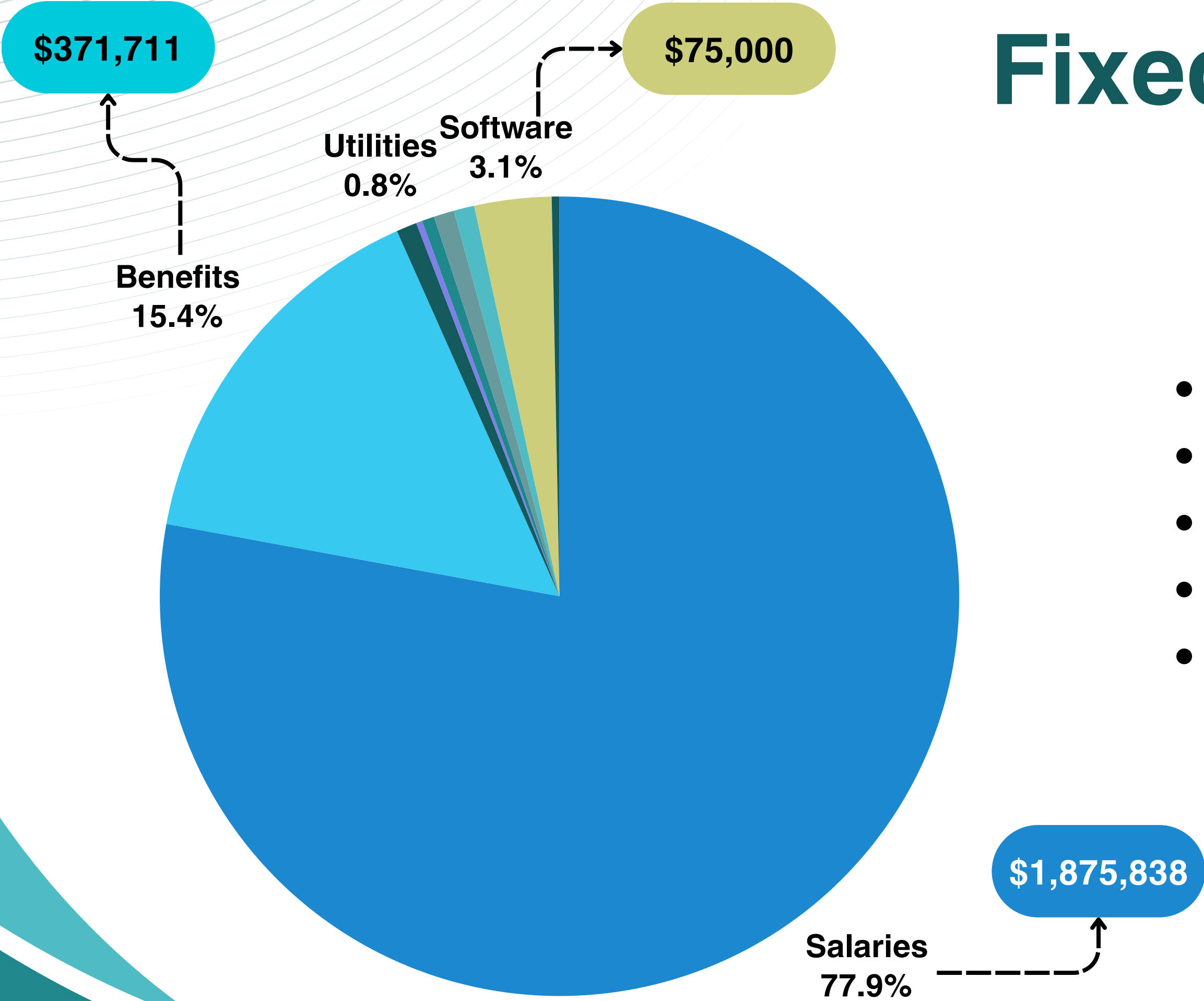
- Fixed Expenses  
\$2,408,050
- Variable Expenses  
\$160,302



# Fixed Operating Expenses

- Salaries
- Benefits
- Utilities
- Telephone
- Accounting & Audit Fees
- Insurance
- Software
- Equipment Rental

# Fixed Operating Expenses



- Janitorial - 0.2%
- Accounting/Audit - 0.5%
- Telephone - 0.8%
- Insurance - 0.8%
- Equipment Rental - 0.3%



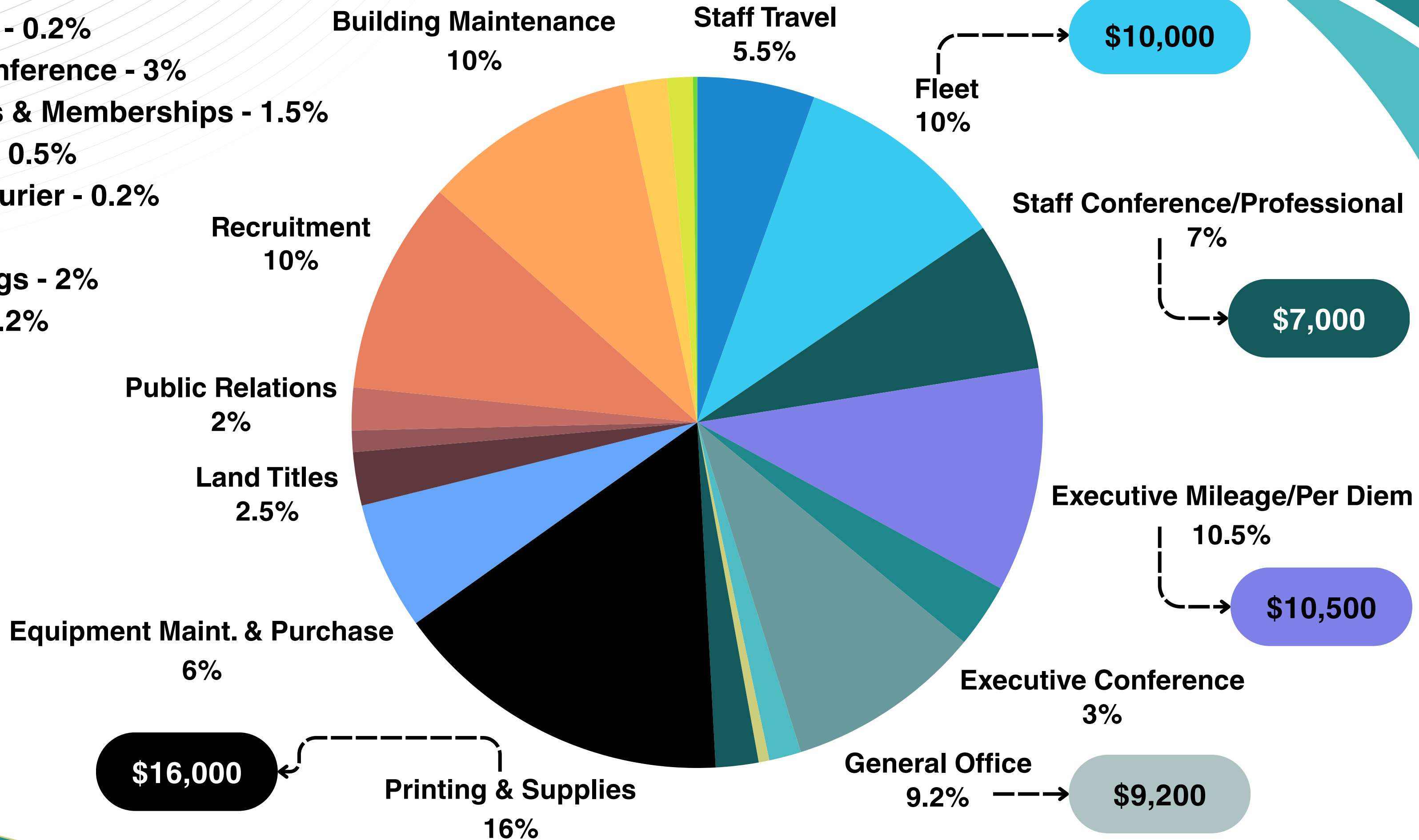
# Variable Expenses

- Staff Mileage
- Fleet Fuel & Maintenance
- Staff Field Expense
- Staff Conference
- Staff Prof. Development & Memberships
- Executive Meeting Per Diem
- Executive Meeting Mileage
- Executive Conference
- General Office Services & Supplies
- Subscriptions & Memberships
- Books & Publications
- Postage & Courier
- Printing & Supplies
- Equipment & Furniture Rental
- Equipment Repairs & Maintenance
- Land Titles & Government Agencies
- Legal Fees
- Recruitment
- Building Maintenance
- Board Meetings
- Bank Fees & Service Charges



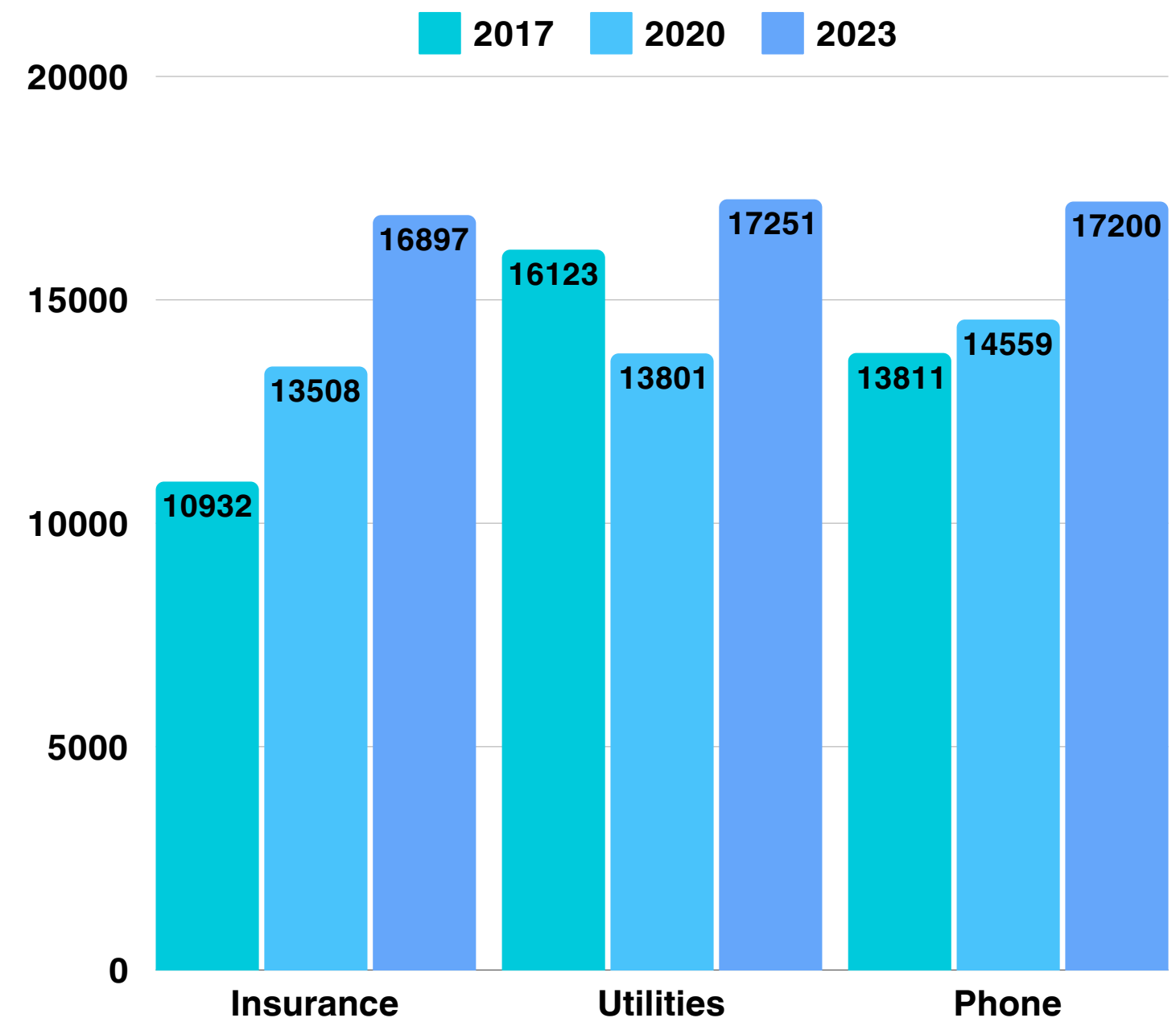
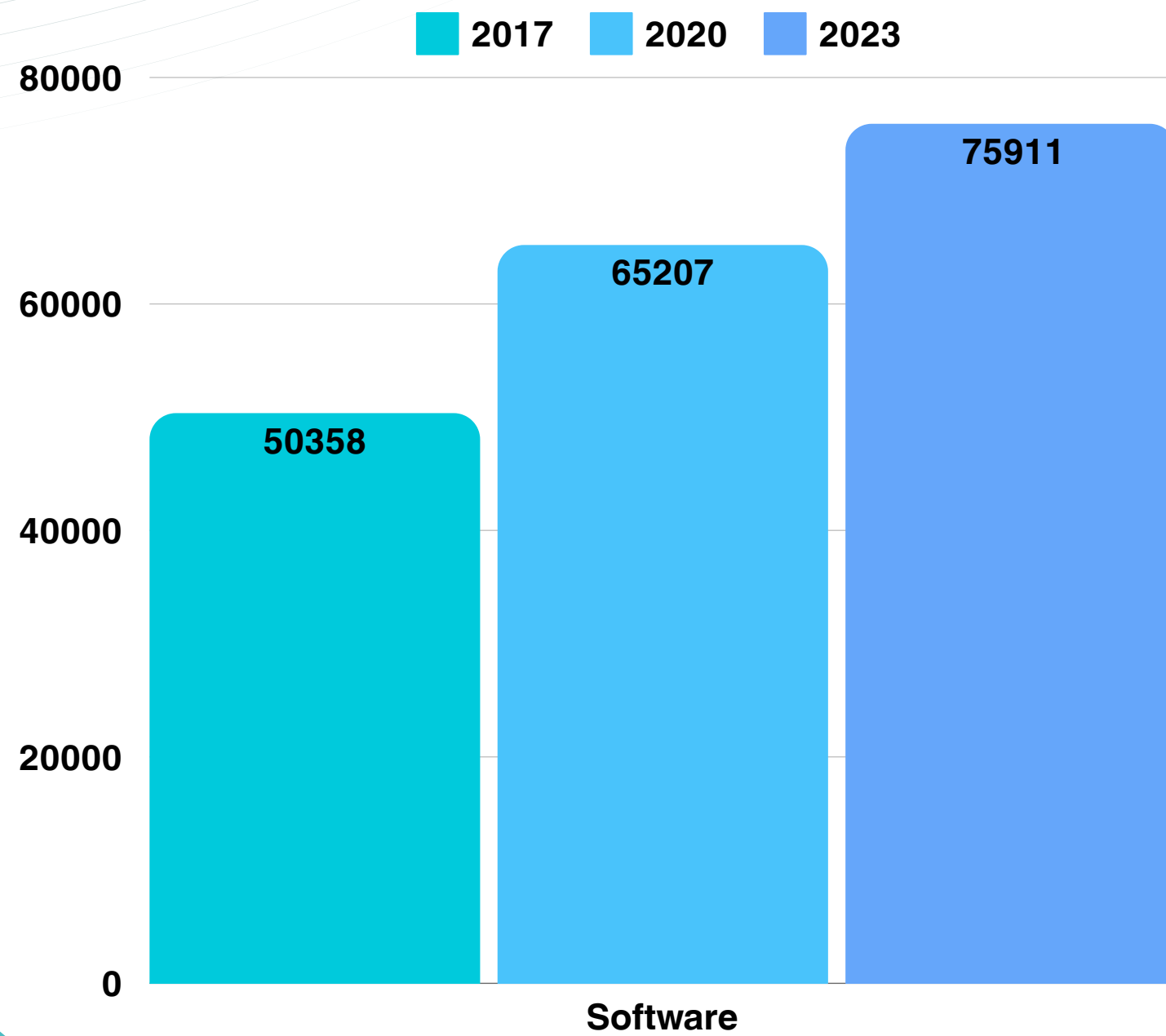
# Variable Operating Expenses

- Aerial Photos - 0.2%
- Executive Conference - 3%
- Subscriptions & Memberships - 1.5%
- Publications - 0.5%
- Postage & Courier - 0.2%
- Legal - 1%
- Board Meetings - 2%
- Bank Fees - 1.2%





# Operating Expense Increases



# Fee-For-Service

ORRSC has experienced a decrease in Fee-For-Service projects by our Membership. This decrease has had a negative impact on the organizations budget.

Financial history has shown that Fee-For-Service is volatile and cannot be relied on for financial stability.

YEAR	BUDGET	ACTUAL
2015	\$300,000	\$383,240
2016	\$300,000	\$221,104
2017	\$400,000	\$476,574
2018	\$450,000	\$445,603
2019	\$425,000	\$329,623
2020	\$425,000	\$410,156
2021	\$400,000	\$729,264
2022	\$400,000	\$85,759
2023	\$400,000	\$127,557
2024*	\$200,000	\$121,939

\*As of November 28, 2024

# Subdivision Fees

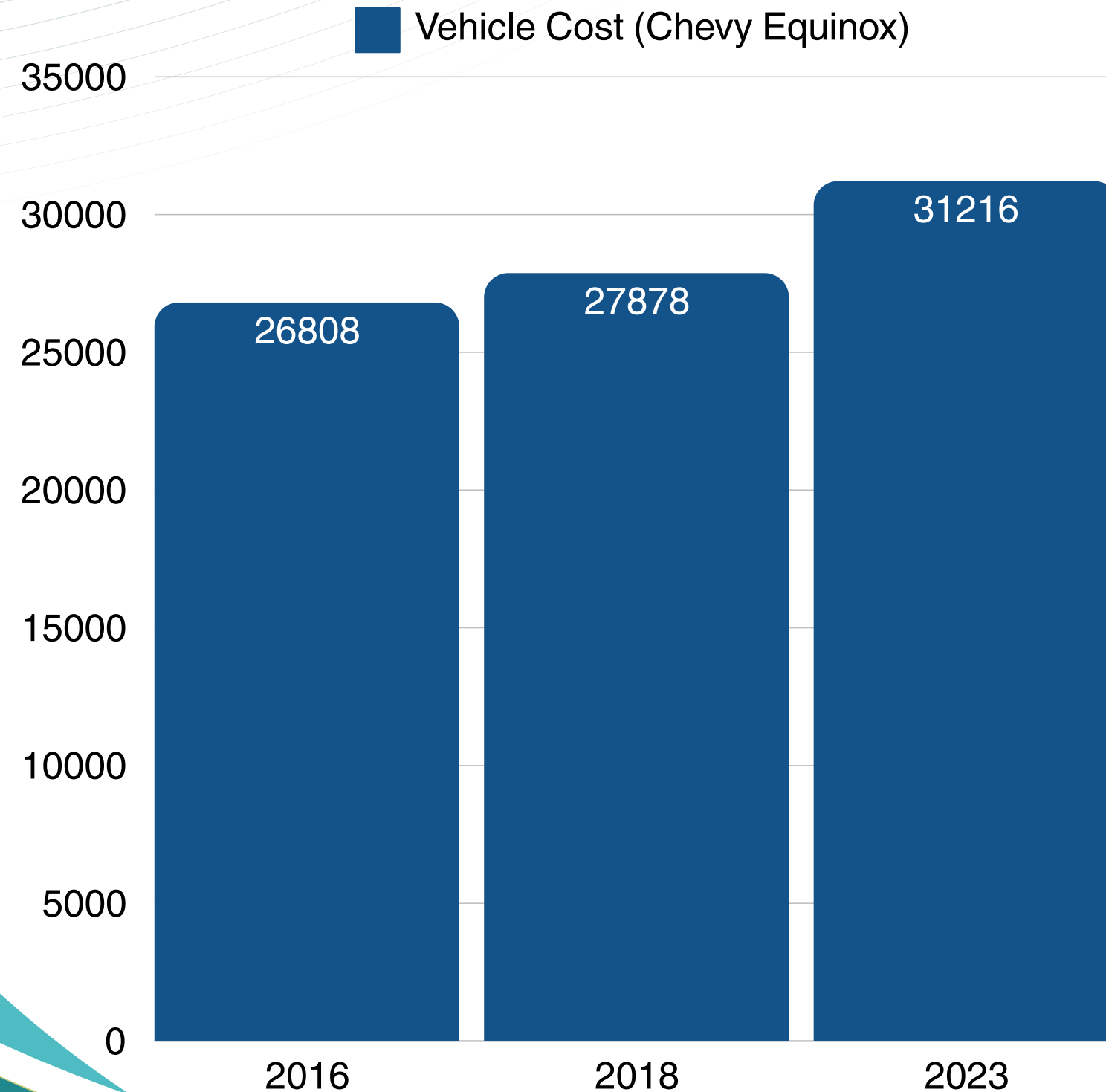
Subdivision fees are incredibly difficult to project as a stable revenue source as it is often impacted by the economy, developers in individual municipalities, municipal growth and projects.

The table includes all associated Subdivision Fees, including Application Fees, Finalization Fees, and Extension Fees.

YEAR	BUDGET	ACTUAL
2015	\$310,000	\$298,481
2016	\$305,000	\$310,730
2017	\$305,000	\$347,974
2018	\$315,000	\$352,687
2019	\$315,000	\$276,180
2020	\$300,000	\$239,277
2021	\$250,000	\$332,900
2022	\$300,000	\$320,169
2023	\$310,000	\$265,905
2024*	\$287,500	\$335,905

\*As of November 28, 2024

# ORRSC Vehicles Operating Costs and Savings



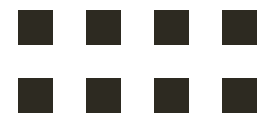
ORRSC provides a fleet of vehicles to staff to be able to attend meetings in municipalities across Southern Alberta.

In recent years we have purchased a number of Chevy Equinox's for our fleet as they provide the safety features, such as All-Wheel Drive, to our Planners who are on the road 5-days a week.

In 2020 due to COVID-19 we opted to operate with only 2 vehicles, and a 3rd was purchased in 2023 as meetings began to return in-person more regularly.

For the 2024 Operating Budget we kept our 2018 model over our recommended mileage to save money in the Capital Reserves.

The 2018 model has begun to have mechanical issues and will need to be replaced in 2025; this has been included in the 2025 Budget.

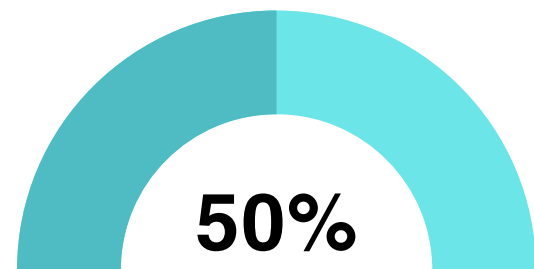


# Cost Saving Efforts



## LED Lighting Retrofit Project - November 2024

With support of the Town of Pincher Creek we were successful in receiving the Community Energy Conservation Program Grant from Alberta Municipalities



**50%**

Project - \$16,400

Grant - \$8,200

**Annual Energy  
Cost Savings  
\$2,779.78**



## Subdivision Storage Expansion - September 2024

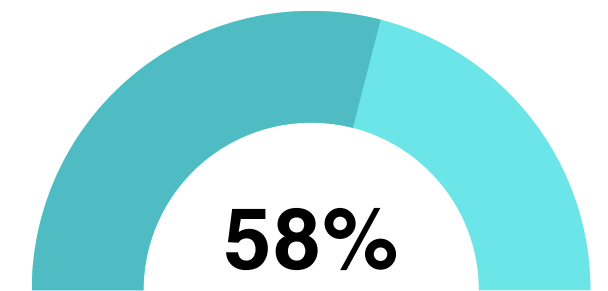
While investigating options to expand our Subdivision file storage with local providers, we were given the opportunity to purchase shelving from the MD of Taber who was undergoing renovations of their Administration office.

**New From Supplier - \$40,000**

**Alternative Design - \$13,000**

**Purchased - \$5,434.83\***

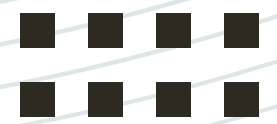
\*with installation and delivery



**58%**

**Savings\*\***

\*\*based on the Alternative Design



# Our Goals - #2

## Revenue Growth

# How Will We Grow our Revenue?

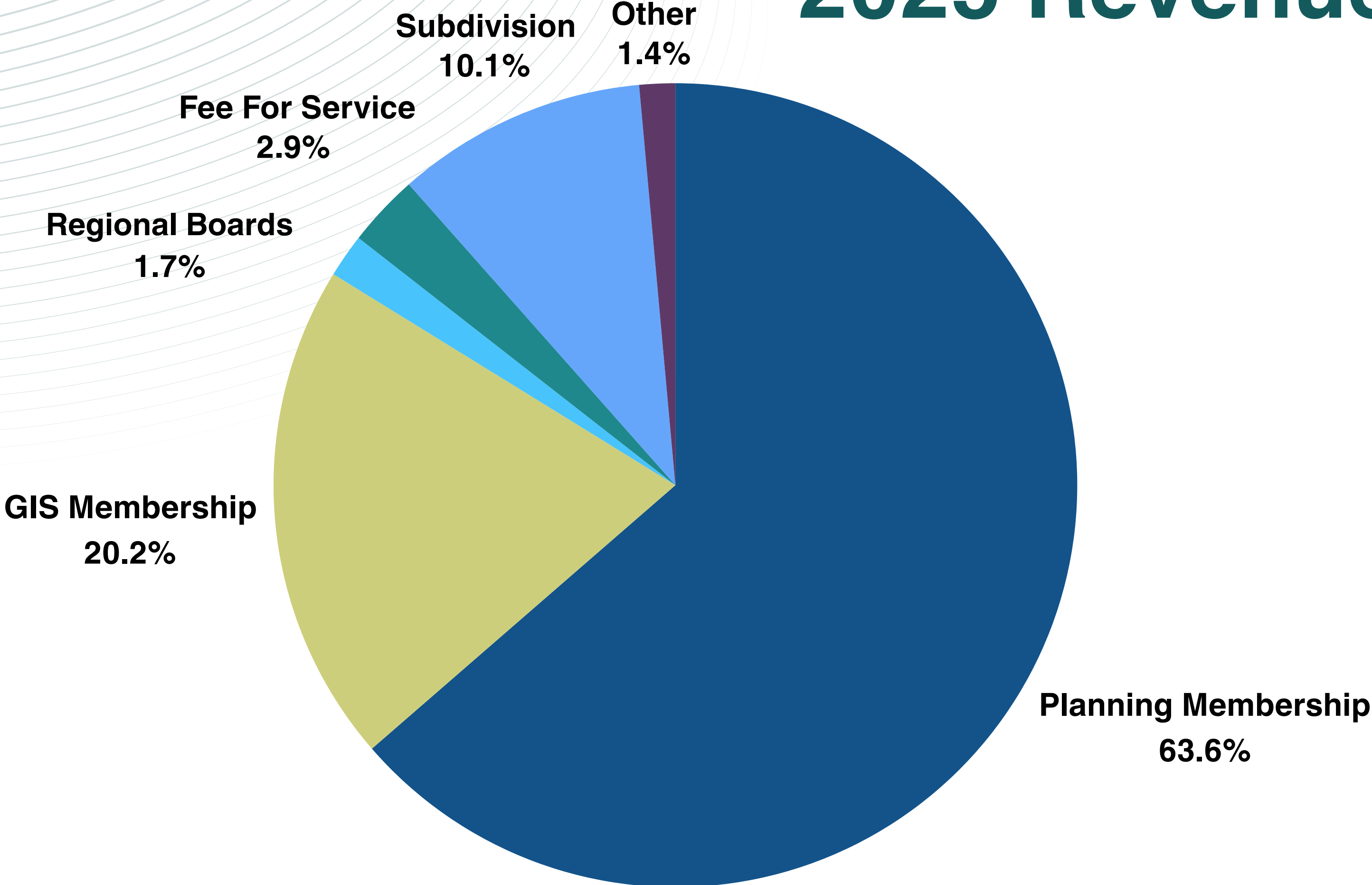


**Work to develop a recruitment plan to hire and retain staff to return to and remain at peak operational function**

**Review existing statutory plans and determine what projects are due for renewal or require updates**

**Continue to research and review the needs of our Members and determine services that we may be able to offer within our scope of work**

# 2025 Revenue







# Recruitment & Retention

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## Retirement

ORRSC has a number of senior staff members who are or will be eligible for retirement.

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## Recruitment

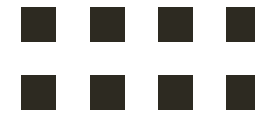
ORRSC has been operating with limited staff since 2022 and Administration is working to develop a recruitment strategy to attract new staff.

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## Retention

ORRSC will work to continue to be an employer of choice and develop retention strategies to retain current talent, maintain institutional knowledge, and organizational history.





# Statutory Plan Review

## Catalogue Statutory Plans



**Staff is developing a tracking matrix of all ORRSC Statutory Plans.**

## Determine Review Window



**Staff is reviewing all statutory plans to determine if they have a recommended review window.**

## Propose Review / New Plans



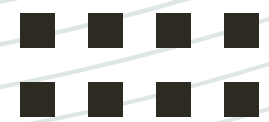
**Administration will be able to use this tool to approach Members regarding plans that are overdue, requiring updating, etc. to encourage fee-for-service planning.**

# DO Processing and Support

- Requests for assistance for Development Officer duties and processing has greatly increased from our Members.
- Requests result from municipal vacancies, organizational capacity, and coverage needs.
- DO work has begun to overwhelm Planning staff and has had a negative impact on the ability to complete projects and provide our regular planning services to Members.
- Looking to improve our workflow while continuing to support our Members where they need us the most.
- Investigating what type of DO support could be offered to alleviate the workflow and allow Planning staff to return to their regular planning services and projects for our Members.

# DO Processing and Support





# **Our Goals - #3**

**Intensify Financial  
Planning**

# How Will We Intensify the Budgeting Process?

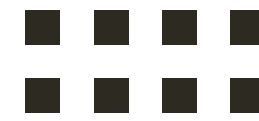


**Start the process earlier in the year so that our Members can have an interim budget proposal for September annually**

**Develop a strong capital plan moving forward to ensure the capital assets of the organization are replaced/repairs/reviewed accordingly**

**Continue providing financial status updates to the Board on a regular basis**

# Expanding the Budget Process



## Step 1

Financial Audit Complete  
(May/June)



Administration will prepare the draft budget using the previous year's financial records and Financial Statements.

## Step 2

Prepare Draft Budget  
(Summer)



Between the June and September Board Meetings the Executive and Administration will prepare an draft budget.

## Step 3

Draft Budget Presented to Board of Directors  
(September)



Draft budget will be presented to the Board using the first 6-months finances and the previous years financial statements to best estimate the upcoming year.

## Step 4

Prepare Final Budget  
(Fall)



Executive and Administration will prepare a final budget with the new equalized assessments and financial information from the first 3 financial quarters.

## Step 5

Final Budget Presented to Board of Directors  
(December)



Final budget will be presented to the Board for the upcoming year.

# 3 Year Ongoing Operating Plan

Developing a 3 Year Ongoing Operating Plan, in alignment with municipal best practice, will allow us to monitor the organizations financial viability and provide our Member municipalities a better opportunity to be aware of future budget needs.

## 2024

- 2025 Final Operating Budget
- 2026 Operating Plan
- 2027 Operating Plan

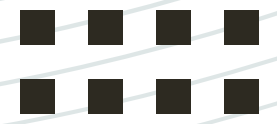
## 2025

- 2026 Draft Operating in Sept 2025
- 2026 Final Operating in Dec 2025
- Updated 2027 Operating Plan
- 2028 Operating Plan

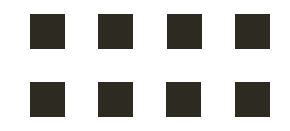
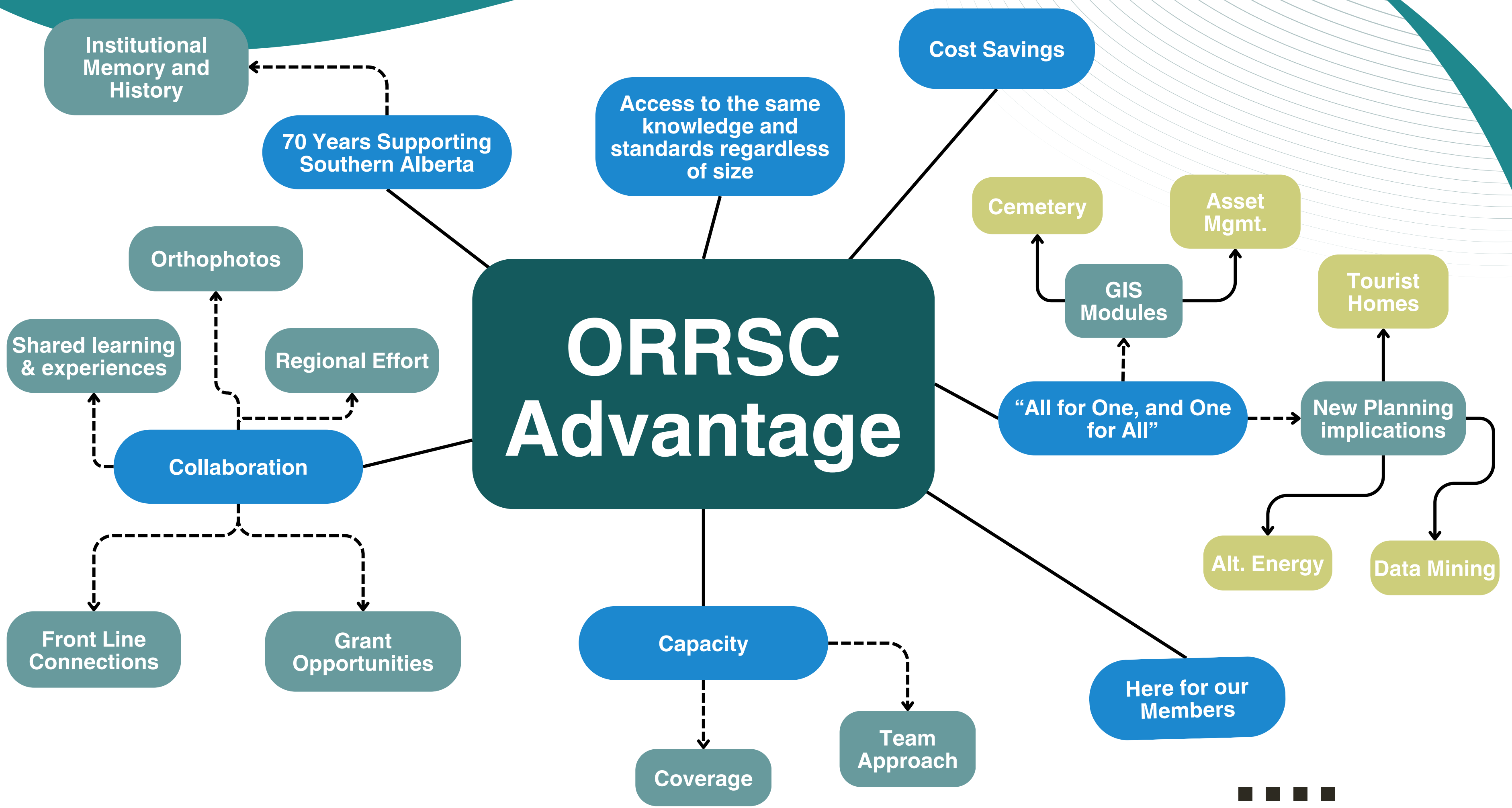
## 2026

- 2027 Interim Operating in Sept 2026
- 2027 Final Operating in Dec 2026
- Updated 2028 Operating Plan
- Interim 2029 Operating Plan





# The ORRSC Advantage



# Estimated Costs For a Planner

Based on the low range of current job postings in August 2024 from Municipalities in Alberta looking for a Planner with 5 years or more experience.

**Average Annual Salary** \$107,872.89

**Average Annual Benefits** \$24,263.56

**\$132,136.45**

**Unbillable Work/Hours** \$22,971.41

Vacation, Stat Holidays, Overtime, etc.

**Annual Expenses** \$103,920.00

Vehicle, phone, office, materials, etc.

**These costs do not include:**

- An Assistant, Clerk, or other Administrative Support
- A Subdivision Technician
- Coverage during holidays, sick time, etc.

**Estimated Total Cost to a Municipality**

**\$259,027.86**

Questions?







*Gary Scott*

*Bonnie Bennett*

*James Horney*

*Maxwell John Kelly*



*ASB*

*Shawna*

WE WISH YOU A

**MERRY**

**CHRISTMAS**

AND HAPPY NEW YEAR!

*Travis Wang*

*Chapman*

*Shawna*

**FROM THE STAFF OF THE  
OLDMAN RIVER REGIONAL  
SERVICES COMMISSION**

*Lois*

*Minden Kristie*

THE ORRSC OFFICE WILL BE CLOSED FROM  
NOON ON DECEMBER 23RD THROUGH JANUARY 1ST



*John Thomas*

*J. Maxwell*

*Debra*

*Naomi*

*Kaylee*

*Coyle*







# Merry Christmas

MERRY CHRISTMAS FROM THE MAYOR, COUNCIL,  
AND STAFF OF THE VILLAGE OF COUTTS



From: Hon Jim Karygiannis GTA Strategies <info@gtastrategies.com>  
Sent: November 29, 2024 11:53 AM  
To: Hon Jim Karygiannis GTA Strategies  
Subject: Request for a Virtual Meeting regarding declaring December "Christian Heritage Month"  
Attachments: Christian Heritage Month Letter - Politicians.pdf; Municipalities Christian Heritage Month Nov. 23, 2024.docx

Importance: High

Dear Councillor  
Good day,

I hope this email finds you in good health.

I am a principal at GTA Strategies, a Lobbying/Consulting firm, and I am reaching out to you on behalf of our client, Christian Heritage Festival. They have asked that we reach out to you and ask your assistance in their campaign to have December recognized across Canada as "Christian Heritage Month".

Please see the attached letter from our client.

If your municipality has already declared December as "Christian heritage Month" we thank you. Some municipalities also have a policy to not issue proclamations. If that is the case we thank you and wish you a great day ahead.

We would also like to provide you with an update on our work so far to have December declared as "Christian Heritage Month"

Toronto joined 33 (see attached for list of cities) more municipalities proclaiming December as "Christian Heritage Month"

Tears, anger as Toronto City Council debates honouring Christianity  
Toronto Sun Nov 16, 2024

Christianity is the most followed religion in our country, with more than half of the Canadian population identifying as members of the Christian faith. It has shaped Canada's social, cultural and ethical fabric, with the Canadian Charter of Rights and Freedoms mentioning God in the first sentence. While other religions have dedicated heritage months, there is no recognized Christian Heritage Month in Canada. (the only one we are aware of so far is the City of Brampton)

We would like to request your office's assistance in achieving this recognition; can we please arrange for a conference call in the immediate future to discuss how you can help us in your municipal Council to achieve declaring December as "Christian Heritage Month"

Can you please advise us of your availability. If you have any questions, please feel free to contact us directly; I can be reached at jim@gtastrategies.com or by phone at 416 499 4588 ext 1 or cell at 416 410 3170.

Sincerely,

Hon. Jim Karygiannis  
GTA Strategies  
(416) 499 4588 ext 1 Office  
(416) 410 3170 Mobile

(647) 723 0287 fax  
jim@gtastrategies.com  
www.gtastrategies.com  
GTA Strategies

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## CHRISTIAN MUSIC FESTIVAL

*Celebrating faith and freedom since 1867*

June 2024

Good day,

On behalf of the Christian Music Festival, we would like to welcome you to be a part of our campaign to have the month of December recognized across Canada as Christian Heritage Month.

Christianity is the most followed religion in our country, with more than half of the Canadian population identifying as members of the Christian faith. The *Canadian Charter of Rights and Freedoms* even mentions God in its very first sentence. However, despite days, weeks and even months being dedicated to other religions and heritages, there is no such recognition for the Christian faith in Canada. As proud citizens of this diverse and culturally rich nation, we believe it is important to recognize and celebrate the contributions of all religious and cultural groups.

We are seeking the assistance of members of municipal, provincial, and federal governments across Canada to make our dream a reality. Please provide us with information on how proclamations can be made within your jurisdiction, recognizing Christian Heritage Month in December.

If you have any questions, please feel free to reach out to us at the email below. You can also reach us through our consultant, Jeremy Beamer of GTA Strategies, at 416-499-4588 ext. 2 or at [jeremy@gtastrategies.com](mailto:jeremy@gtastrategies.com).

Together, we can help further the diverse cultural landscape of this great nation.

Sincerely,

*Molly Banerjei*

Molly Banerjei

CEO Christian Music Festival

[www.ChristianMusicFestival.org](http://www.ChristianMusicFestival.org)

[mollybanerjei@icloud.com](mailto:mollybanerjei@icloud.com)

Here's the updated list of municipalities:

1. Toronto, Ontario
2. Ottawa, Ontario
3. Orillia, Ontario
4. Rideau Lakes, Ontario
5. Prince George, British Columbia
6. Markham, Ontario
7. Welland, Ontario
8. Whistler, British Columbia
9. Saskatoon, Saskatchewan
10. Ajax, Ontario
11. Sudbury, Ontario
12. Bradford, Ontario
13. Clarington, Ontario
14. Aurora, Ontario
15. Pickering, Ontario
16. Caledon, Ontario
17. Durham Region, Ontario
18. Wainfleet, Ontario
19. Mississippi Mills, Ontario
20. Milton, Ontario
21. Okotoks, Alberta
22. Prince Albert, Saskatchewan
23. Red Deer, Alberta
24. Regina, Saskatchewan
25. Niagara Falls, Ontario
26. Brantford, Ontario
27. Mississauga, Ontario
28. Vaughan, Ontario
29. Halton Hills, Ontario
30. Orangeville, Ontario
31. Barrie, Ontario
32. Cold Lake, Alberta
33. Burlington, Ontario
34. Cobourg, Ontario



# Request for Decision Bylaw 633-24 Warner Community Agriculture Project Committee

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## RECOMMENDATION

That the Warner Community Agriculture Project Committee Bylaw 633-24 be given second reading.

That the Warner Community Agriculture Project Committee Bylaw 633-24 be given the third and final reading.

## LEGISLATIVE AUTHORITY

Municipal Government Act

Bylaws — council and council committees

145(1) A council may, by bylaw, establish the procedures to be followed by the council.

(2) A council may, by bylaw, establish council committees and other bodies.

(3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.

Composition of council committees

146 A council committee may consist entirely of councillors, entirely of persons who are not councillors or of both councillors and persons who are not councillors.

## BACKGROUND

A new project called the Warner Community Agriculture Project began in the spring of 2024 where community minded individuals and companies donated input costs to crop the land around the lagoon. The goal of this project is to donate revenues generated from this venture back into the community.

At the October Council meeting, Council resolved to create a committee to set the criteria for applicants, as well as the funding parameters and awarding to applicants.

At the November Council meeting, Council passed first reading and provided recommended changes to the draft Bylaw 633-24 and is on the December agenda for approval.

## RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

Project revenue

## ATTACHMENTS

1. Bylaw 633-24 Warner Community Agriculture Project Committee

**VILLAGE OF WARNER  
BYLAW NUMBER 633-24**

**A BYLAW OF THE MUNICIPALITY OF VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A COUNCIL COMMITTEE FOR THE PURPOSES OF CREATING FUNDING PARAMETERS and ANNUAL REVIEW FOR THE WARNER COMMUNITY AGRICULTURE PROJECT.**

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto, Council may pass bylaws in relation to the procedures of Council and Council Committees, and the conduct of elected officials and members of Council committees; and

WHEREAS A Council may, by bylaw establish council committees and other bodies and establish the functions of the committee or body and the procedures to be followed by it.

The Council hereby establishes the following rules and regulations for the order and conduct in which the business of the Council Committee meetings shall be transacted.

**1. TITLE**

1.1. This bylaw shall be cited as the “Warner Community Agriculture Project Committee Bylaw”.

**2. COMPOSITION**

2.1. The Warner Community Agriculture Project Committee (WCAPC) shall have a maximum of ~~3 or five (5)~~four (4) public at large members.

2.2. The Warner Community Agriculture Project Committee shall have a maximum of 1 ~~or 2~~ appointed elected officials.

2.3. The Committee shall be supported by the Chief Administrative Officer, or designate, administratively and in an advisory capacity.

**3. COMMITTEE AUTHORITY**

3.1. The WCAPC is advisory in nature, making recommendations to Council by way of motion to Council at a regular council meeting.

**4. COMMITTEE MANDATE**

4.1. The committee shall make recommendations to Council in the following areas:

- 4.1.1. The criteria used for grant funding applications;
- 4.1.2. Criteria on the grant dollar amount to be awarded;
- 4.1.3. The criteria used for choosing the grant recipient; and
- 4.1.4. Deadlines for applications and awarding.

4.2. On an annual basis, meet to review applications and make funding recommendations to Council.

4.3. Village of Warner Council is the final decision maker.

**5. COMMITTEE REGULATIONS**

5.1. Committee meetings are to comply with the provisions that are applicable to council committee meetings as prescribed in the *Municipal Government Act*, as well as adhere to the Village of Warner’s Code of Conduct and the Procedural Bylaw.

5.2. The recording of minutes will take place at each WCAPC meeting, and will be maintained as an official record of the Village of Warner.

## 6. MEETING SCHEDULE

6.1. Meetings shall be held at the call of the Chair.

6.2. The WCAPC shall complete ~~its~~ mandate provision 4.1 by the end of ~~February~~March, 2025.

6.3. Once provision 4.1 is complete, the WCAPC would meet once a year to adjudicate applications.

~~6.3-6.4.~~ The WCAPC shall present to Council at the ~~March~~April 2025 Council meeting.

## 7. CHAIRPERSON

7.1. The Chair shall be chosen from amongst the Council appointed members.

## 8. ORDER OF BUSINESS

8.1. The business of the Committee intended to be dealt with shall be stated in the following order:

1. Call to Order
2. Agenda
  - A. Additions/Deletions to Agenda
  - B. Adoption of Agenda
3. Adoption of Previous Minutes
4. Grant Application Criteria
5. Grant Awarding Criteria
6. Closed Session (if needed)
7. Adjournment

## 9. QUORUM

9.1. The Municipal Government Act requirements will prevail for the Warner Community Agriculture Project Committee.

## 10. EFFECTIVE DATE

10.1. This bylaw shall come into force and effect on the date of its final passing.

Read a first time this XX day of XXXX 2024.

Read a second time this XX day of XXXX 2024.

Received Unanimous Consent for presentation of third reading this XX day of XXXX 2024.

Read a third time and passed this XX day of XXXX 2024.

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Tyler Lindsay  
Mayor

---

Kelly Lloyd  
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this XX day of XXXX 2024.



## Request for Decision 2025 Interim Operating Budget

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### RECOMMENDATION

That Council approve the 2025 Interim Operating Budget, based on the 2024 approved Operating Budget.

### LEGISLATIVE AUTHORITY

Municipal Government Act

### Section 242 Adoption of operating budget

- (1) Each council must adopt an operating budget for each calendar year.
- (2) A council may adopt an interim operating budget for part of a calendar year.

### Section 243 Contents of operating budget

### BACKGROUND

Municipal governments must pass an operating budget prior to December 31<sup>st</sup> of each year. The proposed interim operating budget for 2025 is based on the 2024 approved operating budget,

### RISKS/CONSEQUENCES

1. Council may provide further direction. Council shall be specific in the direction it provides.

### FINANCIAL CONSIDERATIONS

None.

### ATTACHMENTS

1. 2025 Interim Operating Budget



## 2025 INTERIM Operating Budget - Village of Warner

		2022	2023	2024	2024	2025	
		ACTUAL	ACTUAL	BUDGET	YTD - Nov 30	BUDGET	Explanation
<b>Tax Requirement Summary</b>							
0	General Government Services	(482,855.42)	(490,666.65)	(637,335)	(663,583.78)	(637,335)	
11	Council	41,790.68	30,523.93	69,100	10,061.01	69,100	
12	Finance / Administration	253,748.43	203,792.21	194,837	204,810.80	194,837	
23	Fire Services	446.50	9,235.36	57,045	45,496.25	57,045	
26	Municipal Enforcement	28,059.62	35,602.68	33,446	26,518.00	33,446	
32	Roads	232,065.77	124,726.08	174,368	97,958.06	174,368	
33	Airport	9,318.81	4,357.78	6,227	3,804.73	6,227	
41	Water	18,497.14	(59,046.14)	(20,143)	(53,005.79)	(20,143)	
42	Wastewater	24,648.78	(18,305.99)	13,435	(3,892.49)	13,435	
43	Solid Waste	(6,371.89)	(1,204.54)	6,002	(143.61)	6,002	
61	Planning & Development	7,954.32	6,727.03	2,000	(20,012.08)	2,000	
72	Recreation Administration	(44,056.85)	39,736.10	37,261	44,542.93	37,261	
74	Civic Centre	81,905.63	77,529.45	63,756	90,956.89	63,756	
	<b>Operating (Surplus) Deficit</b>	<b>165,151.52</b>	<b>(36,992.70)</b>	<b>(1)</b>	<b>(216,489.08)</b>	<b>(1)</b>	
	General Government Services	(566,036.69)	(565,338.00)	(720,252)	(733,578.18)	(720,252)	
	Council	-	-	-	(13,696.38)	-	
	Finance	(71,395.37)	(51,586.31)	(98,857)	(53,629.48)	(98,857)	
	Fire Services	(78,409.68)	(34,969.51)	(15,000)	(15,198.04)	(15,000)	
	Municipal Enforcement	(5,269.38)	146.00	(3,400)	(2,536.00)	(3,400)	
	Roads	(7,098.05)	(3,246.50)	(3,000)	(33,954.25)	(3,000)	
	Airport	(8,383.12)	(3,600.00)	(900)	(3,100.00)	(900)	
	Water	(237,975.55)	(211,302.44)	(210,650)	(201,651.22)	(210,650)	
	Wastewater	(27,385.00)	(27,490.00)	(28,000)	(25,142.50)	(28,000)	
	Solid Waste	(53,909.00)	(47,506.50)	(56,900)	(49,555.20)	(56,900)	
	Planning & Development	(190.48)	(980.96)	(28,500)	(35,066.58)	(28,500)	
	Recreation Administration	(51,367.00)	-	(19,400)	-	(19,400)	
	Civic Centre	(47,119.08)	(60,609.88)	(94,650)	(47,246.61)	(94,650)	
	<b>Total Revenues</b>	<b>(1,154,538.40)</b>	<b>(1,006,484.10)</b>	<b>(1,279,509)</b>	<b>(1,214,354.44)</b>	<b>(1,279,509)</b>	
	General Government Services	83,181.27	74,671.35	82,917	69,994.40	82,917	
	Council	41,790.68	30,523.93	69,100	23,757.39	69,100	
	Finance	325,143.80	255,378.52	293,694	258,440.28	293,694	
	Fire Services	78,856.18	44,204.87	72,045	60,694.29	72,045	
	Municipal Enforcement	33,329.00	35,456.68	36,846	29,054.00	36,846	
	Roads	239,163.82	127,972.58	177,368	131,912.31	177,368	
	Airport	17,701.93	7,957.78	7,127	6,904.73	7,127	
	Water	256,472.69	152,256.30	190,507	148,645.43	190,507	
	Wastewater	52,033.78	9,184.01	41,435	21,250.01	41,435	
	Solid Waste	47,537.11	46,301.96	62,902	49,411.59	62,902	
	Planning & Development	8,144.80	7,707.99	30,500	15,054.50	30,500	
	Recreation Administration	7,310.15	39,736.10	56,661	44,542.93	56,661	
	Civic Centre	129,024.71	138,139.33	158,406	138,203.50	158,406	
	<b>Total Expenditures</b>	<b>1,319,689.92</b>	<b>969,491.40</b>	<b>1,279,508</b>	<b>997,865.36</b>	<b>1,279,508</b>	

## 2025 INTERIM Operating Budget - Village of Warner

		2022 ACTUAL	2023 ACTUAL	2024 Budget	2024 YTD - Nov 30	2025 BUDGET		Budget Explanation
<b>GENERAL GOVERNMENT REVENUE</b>								
1-00-00-00-110	REAL PROPERTY TAX	(410,644.64)	(454,096.44)	(508,881)	(513,649.25)	(508,881)		
1-00-00-00-115	ALBERTA SCHOOL FOUNDATION FUND	(74,777.54)	(74,277.00)	(83,286)	(81,923.06)	(83,286)		
1-00-00-00-116	REQUISITION - SENIORS	(8,404.31)	(8,567.56)	(8,617)	(8,481.62)	(8,617)		
1-00-00-00-121	LINEAR PROPERTY TAX	(32.97)	(33.97)	(34)	(41.10)	(34)		
1-00-00-00-250	LAND RENTAL REVENUE	(19,960.23)	(13,700.00)	(15,000)	(8,040.00)	(15,000)		
1-00-00-00-251	BELL LEASE AGREEMENT	-	-	-	(1,788.90)	-		
1-00-00-00-510	PENALTIES ON TAXES	-	(14,663.03)	-	(15,220.25)	-		
1-00-00-00-745	GRANTS - MSI OPERATING	(52,217.00)	-	(104,434)	(104,434.00)	(104,434)		
	<b>TOTAL REVENUE</b>	<b>(566,036.69)</b>	<b>(565,338.00)</b>	<b>(720,252)</b>	<b>(733,578.18)</b>	<b>(720,252)</b>		
<b>GENERAL GOVERNMENT EXPENSES</b>								
2-00-00-00-270	ALBERTA SCHOOL FOUNDATION FUND	74,776.91	56,082.68	74,300	61,503.70	74,300		
2-00-00-00-271	SENIORS HOUSING	8,404.36	18,588.67	8,617	8,490.70	8,617		
	<b>TOTAL EXPENSES</b>	<b>83,181.27</b>	<b>74,671.35</b>	<b>82,917</b>	<b>69,994.40</b>	<b>82,917</b>		
	<b>NET</b>	<b>(482,855.42)</b>	<b>(490,666.65)</b>	<b>(637,335)</b>	<b>(663,583.78)</b>	<b>(637,335)</b>		

### 2025 INTERIM Operating Budget - Village of Warner

		2022	2023	2024	2024	2025	Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET	Explanation
<b>COUNCIL REVENUE</b>							
1-11-00-00-00-777	DONATIONS	-	-	-	(13,696.38)	-	
	TOTAL REVENUE	-	-	-	(13,696.38)	-	
<b>COUNCIL EXPENSES</b>							
2-11-00-00-00-110	WAGES	17,368.80	20,983.33	20,000	17,780.47	20,000	
2-11-00-00-00-131	ER.C. - COUNCIL	156.20	-	200	-	200	
2-11-00-00-00-152	TRAVEL AND SUBSISTANCE	-	3,075.52	5,000	1,267.97	5,000	
2-11-00-00-00-153	CONFERENCES AND CONVENTIONS	1,972.09	-	20,000	-	20,000	
2-11-00-00-00-211	MEMBERSHIPS	1,577.27	1,990.08	2,900	1,850.90	2,900	
2-11-00-00-00-230	LEGAL/AUDIT	4,308.00	-	5,000	1,512.00	5,000	
2-11-00-00-00-510	GENERAL SUPPLIES	1,758.32	-	1,000	58.57	1,000	
2-11-00-00-00-770	DONATIONS	14,650.00	4,475.00	15,000	1,287.50	15,000	
					(0.02)		
	TOTAL EXPENSES	41,790.68	30,523.93	69,100	23,757.39	69,100	
	<b>NET</b>	<b>41,790.68</b>	<b>30,523.93</b>	<b>69,100</b>	<b>10,061</b>	<b>69,100</b>	
	Election						

**2025 INTERIM Operating Budget - Village of Warner**

		2022	2023	2024	2024	2025	Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET	Explanation
<b>FINANCE / ADMINISTRATION REVENUE</b>							
1-11-00-00-00-410	SALE OF SUPPLIES	(120.50)	-	(50)	-	(50)	
1-12-00-00-00-193	TAX SHARE AGREEMENT	(10,975.47)	-	(13,200)	-	(13,200)	
1-12-00-00-00-250	GRANT SUPPORT SHARE	-	(1,250.00)	-	-	-	
1-12-00-00-00-410	TAX CERTIFICATES	(750.00)	(1,050.00)	(750)	(1,545.00)	(750)	
1-12-00-00-00-550	INTEREST	(14,199.81)	(29,475.64)	(10,000)	(24,030.75)	(10,000)	
1-12-00-00-00-551	NSF FEES	(220.00)	-	(150)	-	(150)	
1-12-00-00-00-560	RENT	(3,850.00)	(2,450.00)	(6,600)	(5,150.00)	(6,600)	
1-12-00-00-00-570	UTILITY ADMIN FEE	(21,613.59)	-	-	-	-	
1-12-00-00-00-575	OTHER	(2,000.00)	-	-	(141.66)	-	
1-12-00-00-00-591	FRANCHISE FEES	(17,326.00)	(17,360.67)	(18,000)	(22,762.07)	(18,000)	
1-12-00-00-00-777	DONATIONS	(340.00)	-	(350)	-	(350)	
1-12-00-00-00-990	SUSPENSE	-	-	-	-	-	
	TRANSFER FROM RESERVE	-	-	(49,757)	-	(49,757)	
	TOTAL REVENUE	(71,395.37)	(51,586.31)	(98,857)	(53,629.48)	(98,857)	
<b>FINANCE / ADMINISTRATION EXPENSES</b>							
2-12-00-00-00-110	SALARY - GEN GOVT	29,932.20	120,820.80	127,474	128,369.61	127,474	
2-12-00-00-00-130	ER.C. - GEN GOVT	2,326.00	-	10,000	-	10,000	
2-12-00-00-00-131	EMPLOYER RRSP CONTRIBUTION	10,000.00	2,000.00	2,750	4,273.68	2,750	
2-12-00-00-00-153	TRAVEL & SUBSISTENCE	47.11	-	2,200	3,233.71	2,200	
2-12-00-00-00-154	TRAINING	-	234.00	1,500	1,590.32	1,500	
2-12-00-00-00-215	FREIGHT & POSTAGE	12,422.79	6,342.93	6,400	2,944.59	6,400	
2-12-00-00-00-216	TELEPHONE/FAX	11,056.67	7,066.40	10,000	4,945.56	10,000	
2-12-00-00-00-220	MEMBERSHIPS	2,176.32	511.06	400	923.64	400	
2-12-00-00-00-230	LEGAL	14,779.56	12,681.31	10,000	12,475.00	10,000	
2-12-00-00-00-233	ASSESSOR	-	10,400.00	11,200	10,640.00	11,200	
2-12-00-00-00-239	IT NETWORK SYSTEMS/WEBSITE	-	5,384.83	15,000	21,095.14	15,000	
2-12-00-00-00-250	CONTRACTED SERVICES	38,554.88	40,286.36	27,000	24,228.21	27,000	
2-12-00-00-00-252	REPAIRS AND MAINTENANCE - BUILDIN	-	2,705.43	6,000	2,705.28	6,000	
2-12-00-00-00-253	REPAIRS AND MAINTENANCE - EQUIP	-	-	3,200	-	3,200	
2-12-00-00-00-272	LIBRARY/CARLS REQUISITION	4,580.72	4,394.48	4,500	4,386.72	4,500	
2-12-00-00-00-273	FCSS REQUISITION	2,924.32	4,932.00	2,950	2,912.00	2,950	
2-12-00-00-00-274	INSURANCE	36,343.66	10,979.67	15,200	12,633.00	15,200	
2-12-00-00-00-275	TAX DISCOUNTS	2,783.37	2,600.42	3,000	2,864.93	3,000	
2-12-00-00-00-276	HERITAGE HANDI-BUS	-	-	2,020	2,020.00	2,020	
2-12-00-00-00-350	LEASES	-	5,038.20	3,600	2,315.80	3,600	
2-12-00-00-00-510	GENERAL SUPPLIES AND GOODS	5,700.46	11,766.87	6,500	2,156.58	6,500	
2-12-00-00-00-515	BANK SERVICE CHARGES	908.43	922.12	950	2,094.91	950	
2-12-00-00-00-516	PENALTIES INCURRED	203.02	38.76	-	35.00	-	
2-12-00-00-00-523	OFFICE EQUIPMENT & FURNISHINGS	3,881.00	-	1,500	3,014.53	1,500	
2-12-00-00-00-540	NATURAL GAS	5,016.29	3,722.24	5,150	4,493.36	5,150	
2-12-00-00-00-541	ELECTRICITY	1,092.51	2,550.64	3,000	2,088.71	3,000	
2-12-00-00-00-700	AMORTIZATION	14,716.54	-	-	-	-	
2-12-00-00-00-777	CHRISTMAS HAMPER	-	-	2,000	-	2,000	
2-12-00-00-00-780	BAD DEBT AR/TAXES	24,573.21	-	-	-	-	
2-12-00-00-00-990	SUSPENSE	-	-	-	-	-	
2-13-00-00-00-110	MILK RIVER WAGES	89,111.79	-	-	-	-	
2-13-00-00-00-131	ER.C. - GEN GOVT	12,012.95	-	-	-	-	
	ADVERTISING	-	-	200	-	200	
	AUDITOR	-	-	10,000	-	10,000	
	Transfer to Reserves	-	-	-	-	-	
	TOTAL EXPENSES	325,143.80	255,378.52	293,694	258,440.28	293,694	
	<b>NET</b>	<b>253,748.43</b>	<b>203,792.21</b>	<b>194,837</b>	<b>204,810.80</b>	<b>194,837.00</b>	

## 2025 INTERIM Operating Budget - Village of Warner

		2022	2023	2024	2024	2025	Budget	
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET		Explanation
<b>FIRE REVENUE</b>								
1-23-00-00-00-410	FIRE DEPARTMENT REVENUE	(69,885.68)	(34,969.51)	(15,000)	(6,402.50)	(15,000)		
1-23-00-00-00-541	ELECTRICITY	-	-	-	(365.54)	-		
1-23-00-00-00-830	DONATION	(8,524.00)	-	-	(1,430.00)	-		
1-23-00-00-00-840	GRANTS				(7,000.00)	-		
	<b>TOTAL REVENUE</b>	<b>(78,409.68)</b>	<b>(34,969.51)</b>	<b>(15,000)</b>	<b>(15,198.04)</b>	<b>(15,000)</b>		
<b>FIRE EXPENSES</b>								
2-23-00-00-00-154	TRAINING	-	-	5,000	11,193.37	5,000		
2-23-00-00-00-200	EMERGENCY MANAGEMENT	500.00	-	500	500.00	500		
2-23-00-00-00-215	POSTAGE	-	-	-	43.49	-		
2-23-00-00-00-216	TELEPHONE AND INTERNET	387.92	1,597.94	2,000	2,622.37	2,000		
2-23-00-00-00-217	I AM RESPONDING APP	-	-	-	1,995.16	-		
2-23-00-00-00-220	MEMBERSHIPS	-	-	-	696.94	-		
2-23-00-00-00-252	REPAIRS & MAINT. BUILDING	4,740.16	3,083.89	5,000	519.74	5,000		
2-23-00-00-00-255	REPAIRS & MAINT. VEHICLES	-	1,385.49	15,000	5,130.66	15,000		
2-23-00-00-00-274	INSURANCE	-	4,480.26	6,170	6,170.00	6,170		
2-23-00-00-00-510	DISPATCHING	6,392.40	1,525.20	1,600	1,844.55	1,600		
2-23-00-00-00-511	GENERAL SUPPLIES	27,460.51	7,553.09	10,000	9,283.13	10,000		
2-23-00-00-00-519	SMALL EQUIPMENT PURCHASE	7,314.24	11,571.39	10,000	7,979.87	10,000		
2-23-00-00-00-520	REPAIRS & MAINT. EQUIPMENT	6,353.02	201.56	5,000	2,943.56	5,000		
2-23-00-00-00-521	FUEL	4,648.62	6,765.66	4,800	5,507.14	4,800		
2-23-00-00-00-540	NATURAL GAS	4,924.33	3,686.76	4,500	2,084.02	4,500		
2-23-00-00-00-541	ELECTRICITY	(7,567.01)	1,913.70	2,000	1,807.22	2,000		
2-23-00-00-00-700	AMORTIZATION	23,228.94	-	-	-	-		
2-23-00-00-00-831	INTEREST ON DEBENTURES	473.05	439.93	475	373.07	475		
	TRANSFER TO RESERVES	-	-	-	-	-		
	<b>TOTAL EXPENSES</b>	<b>78,856.18</b>	<b>44,204.87</b>	<b>72,045</b>	<b>60,694.29</b>	<b>72,045</b>		
	<b>NET</b>	<b>446.50</b>	<b>9,235.36</b>	<b>57,045</b>	<b>45,496.25</b>	<b>57,045</b>		

**2025 INTERIM Operating Budget - Village of Warner**

		2022	2023	2024	2024	2025	Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET	Explanation
<b>MUNICIPAL ENFORCEMENT REVENUE</b>							
1-26-00-00-00-250	BYLAW FINES	(2,600.00)	-	(500)	-	(500)	
1-26-00-00-00-525	ANIMAL TAGS, LICENSES, FINES	(1,145.00)	146.00	(1,900)	(1,676.00)	(1,900)	
1-26-00-00-00-530	TRAFFIC FINES	(1,524.38)	-	(1,000)	(860.00)	(1,000)	
	<b>TOTAL REVENUE</b>	<b>(5,269.38)</b>	<b>146.00</b>	<b>(3,400)</b>	<b>(2,536.00)</b>	<b>(3,400)</b>	
<b>MUNICIPAL ENFORCEMENT EXPENSES</b>							
2-26-00-00-00-250	CONTRACTED SERVICES	20,600.00	17,864.68	18,000	10,308.00	18,000	
2-26-00-00-00-275	PROVINCIAL POLICING	12,194.00	17,592.00	18,746	18,746.00	18,746	
2-26-00-00-00-510	SUPPLIES	535.00	-	100	-	100	
	<b>TOTAL EXPENSES</b>	<b>33,329.00</b>	<b>35,456.68</b>	<b>36,846</b>	<b>29,054.00</b>	<b>36,846</b>	
	<b>NET</b>	<b>28,059.62</b>	<b>35,602.68</b>	<b>33,446</b>	<b>26,518.00</b>	<b>33,446</b>	

**2025 INTERIM Operating Budget - Village of Warner**

		2022	2023	2024	2024	2025		Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET		Explanation
<b>ROADS REVENUE</b>								
1-32-00-00-00-511	SERVICES PROVIDED TO RESIDENTS	(7,098.05)	(3,246.50)	(3,000)	(3,954.25)	(3,000)		
1-32-00-00-00-590	MISC REVENUE	-	-	-	(30,000.00)	-		
	TOTAL REVENUE	(7,098.05)	(3,246.50)	(3,000)	(33,954.25)	(3,000)		
<b>ROAD EXPENSES</b>								
2-32-00-00-00-110	SALARY - PUBLIC WORKS	58,480.72	38,866.34	43,861	41,264.34	43,861		
2-32-00-00-00-130	ER.C. - PUBLIC WORKS	8,189.02	-	8,800	-	8,800		
2-32-00-00-00-211	TRAVEL & SUBSISTENCE	-	-	250	-	250		
2-32-00-00-00-215	FREIGHT	-	-	-	95.24	-		
2-32-00-00-00-216	TELEPHONE	-	1,260.00	1,500	1,298.27	1,500		
2-32-00-00-00-250	CONTRACTED SERVICES	9,568.00	5,374.00	28,300	18,233.28	28,300		
2-32-00-00-00-251	ROAD AND SIDEWALK REPAIRS	-	1,196.48	-	20,913.36	-		
2-32-00-00-00-260	RENTALS & LEASES EQUIPMENT	-	-	500	-	500		
2-32-00-00-00-274	INSURANCE	-	3,668.14	5,957	5,957.00	5,957		
2-32-00-00-00-275	WCB	3,966.84	-	1,500	1,421.30	1,500		
2-32-00-00-00-510	GOODS and SUPPLIES	2,342.19	3,498.25	5,000	2,007.60	5,000		
2-32-00-00-00-511	MAINTENANCE MATERIALS	48,181.86	36,594.44	38,000	535.24	38,000		
2-32-00-00-00-520	EQUIPMENT PARTS and TOOLS	(666.67)	-	1,000	-	1,000		
2-32-00-00-00-521	FUEL/OIL	8,141.74	3,987.41	5,000	7,096.64	5,000		
2-32-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	166.26	7,787.04	1,500	2,167.24	1,500		
2-32-00-00-00-523	REPAIRS & MAINT. VEHICLES	3,868.64	-	2,000	45.00	2,000		
2-32-00-00-00-530	REPAIRS & MAINT. BUILDING	-	-	1,000	331.87	1,000		
2-32-00-00-00-540	NATURAL GAS	2,393.66	2,062.21	2,500	1,918.74	2,500		
2-32-00-00-00-541	ELECTRICITY	3,219.36	3,967.95	4,000	2,010.76	4,000		
2-32-00-00-00-542	STREET LIGHTS	19,241.73	19,510.21	26,500	26,446.51	26,500		
2-32-00-00-00-700	AMORTIZATION	71,855.31	-	-	-	-		
2-32-00-00-00-830	LOAN INTEREST	215.16	200.11	200	169.92	200		
2-32-00-00-00-263	TRANSFER TO CAPITAL	-	-	-	-	-		
	TOTAL EXPENSES	239,163.82	127,972.58	177,368	131,912.31	177,368		
	<b>NET</b>	<b>232,065.77</b>	<b>124,726.08</b>	<b>174,368</b>	<b>97,958.06</b>	<b>174,368</b>		





**2025 INTERIM Operating Budget - Village of Warner**

		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2024</b>	<b>2025</b>	
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>Budget</b>	<b>YTD - Nov 30</b>	<b>BUDGET</b>	<b>Budget Explanation</b>
<b>WATER REVENUE</b>							
1-41-00-00-00-250	WATER SERVICE HOOK UP	(2,757.07)	-	-	-	-	
1-41-00-00-00-410	WATER SALES	(137,762.40)	(159,245.57)	(155,000)	(150,155.13)	(155,000)	
1-41-00-00-00-411	CONTRACT WORK FOR RESIDENTS	-	-	(500)	-	(500)	
1-41-00-00-00-412	WATER LINE REPYAMENT	(42,081.00)	(40,373.00)	(41,000)	(39,071.50)	(41,000)	
1-41-00-00-00-415	WATER SALES - BULK	(53,571.56)	(9,299.12)	(10,000)	(9,715.47)	(10,000)	
1-41-00-00-00-430	UTILITY CROSSING	-	-	(2,650)	(233.33)	(2,650)	
1-41-00-00-00-510	PENALTIES ON UTILITIES	(1,803.52)	(2,384.75)	(1,500)	(2,475.79)	(1,500)	
	<b>TOTAL REVENUE</b>	<b>(237,975.55)</b>	<b>(211,302.44)</b>	<b>(210,650)</b>	<b>(201,651.22)</b>	<b>(210,650)</b>	
<b>WATER EXPENSES</b>							
2-41-00-00-00-110	SALARY - WATER	5,290.95	2,291.60	2,337	247.50	2,337	
2-41-00-00-00-130	ER.C. - WATER	651.67	-	700	-	700	
2-41-00-00-00-211	COURSES, MEALS, TRAVEL	-	-	-	-	-	
2-41-00-00-00-215	FREIGHT & POSTAGE	-	-	700	-	700	
2-41-00-00-00-216	TELEPHONE AND INTERNET	-	-	-	65.00	-	
2-41-00-00-00-220	MEMBERSHIPS	-	-	115	-	115	
2-41-00-00-00-230	CONTRACTED SERVICES	126,014.35	104,271.81	100,000	123,049.37	100,000	
2-41-00-00-00-240	RESIDENT REPAIRS	-	-	20,000	225.00	20,000	
2-41-00-00-00-250	CONTRACTED PURCHASE & WORK	1,252.94	-	10,000	(65.07)	10,000	
2-41-00-00-00-260	UTILITY CROSSING	220.43	1,880.25	1,900	-	1,900	
2-41-00-00-00-274	INSURANCE	-	5,546.93	4,055	4,055.00	4,055	
2-41-00-00-00-415	BULK WATER SALES REFUNDS	7,407.72	-	-	242.50	-	
2-41-00-00-00-510	GENERAL SUPPLIES & GOODS	3,594.28	(1,337.84)	2,000	926.16	2,000	
2-41-00-00-00-520	EQUIPMENT PARTS & SUPPLIES	5,706.56	4,258.50	5,000	2,565.00	5,000	
2-41-00-00-00-521	FUEL/OIL	380.50	-	500	-	500	
2-41-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	1,758.80	-	5,000	721.36	5,000	
2-41-00-00-00-531	CHEMICALS	12,044.50	9,487.20	10,500	828.80	10,500	
2-41-00-00-00-540	NATURAL GAS	5,193.41	4,119.21	5,000	3,450.71	5,000	
2-41-00-00-00-541	ELECTRICITY	3,045.41	4,629.56	4,700	8,259.21	4,700	
2-41-00-00-00-700	AMORTIZATION	65,607.58	-	-	-	-	
2-41-00-00-00-760	TRANSFER TO CAPITAL	-	-	-	-	-	
2-41-00-00-00-830	DEBT INTEREST PAYMENT	18,303.59	17,109.08	18,000	4,074.89	18,000	
		256,472.69	152,256.30	190,507	148,645.43	190,507	
	<b>NET</b>	<b>18,497.14</b>	<b>(59,046.14)</b>	<b>(20,143)</b>	<b>(53,005.79)</b>	<b>(20,143)</b>	

## 2025 INTERIM Operating Budget - Village of Warner

		2022	2023	2024	2024	2025	Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET	Explanation
<b>WASTEWATER REVENUE</b>							
1-42-00-00-00-410	WASTEWATER FEES	(27,385.00)	(27,490.00)	(27,500)	(25,142.50)	(27,500)	
1-42-00-00-00-440	CONTRACT WORK FOR RESIDENTS	-	-	(500)	-	(500)	
	TOTAL REVENUE	(27,385.00)	(27,490.00)	(28,000)	(25,142.50)	(28,000)	
<b>WASTEWATER EXPENSES</b>							
2-42-00-00-00-110	WAGES	-	-	785	-	785	
2-42-00-00-00-131	ER.C. - WATER	-	-	150	-	150	
2-42-00-00-00-215	FREIGHT & POSTAGE	-	-	-	-	-	
2-42-00-00-00-240	RESIDENT REPAIRS	-	6,609.00	20,000	2,500.00	20,000	
2-42-00-00-00-250	CONTRACTED SERVICES	-	2,575.01	10,000	9,268.01	10,000	
2-42-00-00-00-260	RENTALS & LEASES EQUIPMENT	-	-	-	-	-	
2-42-00-00-00-510	GENERAL SUPPLIES & GOODS	532.14	-	500	-	500	
2-42-00-00-00-531	CHEMICALS	-	-	10,000	9,482.00	10,000	
2-42-00-00-00-700	AMORTIZATION	51,501.64	-	-	-	-	
	TOTAL EXPENSES	52,033.78	9,184.01	41,435	21,250.01	41,435	
	<b>NET</b>	<b>24,648.78</b>	<b>(18,305.99)</b>	<b>13,435</b>	<b>(3,892.49)</b>	<b>13,435</b>	

## 2025 INTERIM Operating Budget - Village of Warner

		2022	2023	2024	2024	2025	Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET	Explanation
<b>SOLID WASTE REVENUE</b>							
1-43-00-00-00-410	GARBAGE FEES	(47,409.00)	(47,506.50)	(50,400)	(43,055.20)	(50,400)	
1-43-00-00-00-411	RECYCLING REVENUE	-	-	-	-	-	
1-43-00-00-00-840	COUNTY COST SHARE	(6,500.00)	-	(6,500)	(6,500.00)	(6,500)	
	TOTAL REVENUE	(53,909.00)	(47,506.50)	(56,900)	(49,555.20)	(56,900)	
<b>SOLID WASTE EXPENSES</b>							
2-43-00-00-00-110	SALARY - SOLID WASTE	12,500.00	14,610.01	14,902	13,924.69	14,902	
2-43-00-00-00-131	ER.C. - SOLID WASTE	903.39	-	1,500	-	1,500	
2-43-00-00-00-205	BOARDS & AGENCIES	11,722.91	11,313.09	12,500	11,652.52	12,500	
2-43-00-00-00-231	CONTRACTED RECYCLING	2,335.45	1,055.44	12,000	5,967.93	12,000	
2-43-00-00-00-250	CONTRACT LABOUR	161.95	-	-	-	-	
2-43-00-00-00-251	CONTRACTED SOLID WASTE PICKUP	18,600.00	18,600.00	19,500	16,335.00	19,500	
2-43-00-00-00-510	GENERAL SUPPLIES & GOODS	97.49	-	500	-	500	
2-43-00-00-00-522	REPAIRS & MAINT. EQUIPMENT	402.00	-	1,000	-	1,000	
2-43-00-00-00-541	ELECTRICITY	813.92	723.42	1,000	1,531.45	1,000	
	TOTAL EXPENSES	47,537.11	46,301.96	62,902	49,411.59	62,902	
	<b>NET</b>	<b>(6,371.89)</b>	<b>(1,204.54)</b>	<b>6,002</b>	<b>(143.61)</b>	<b>6,002</b>	

**2025 INTERIM Operating Budget - Village of Warner**

		2022	2023	2024	2024	2025	Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET	Explanation
<b>PLANNING REVENUE</b>							
1-61-00-00-00-410	ZONING & DEVELOPMENT PERMITS	(190.48)	(930.96)	(500)	(3,104.28)	(500)	
1-66-00-00-00-464	LAND SALES	-	(50.00)	(28,000)	(31,962.30)	(28,000)	
	TOTAL REVENUE	(190.48)	(980.96)	(28,500)	(35,066.58)	(28,500)	
<b>PLANNING EXPENSES</b>							
2-61-00-00-00-230	PLANNING SERVICES	8,144.80	7,707.99	12,000	9,279.25	12,000	
2-61-00-00-00-251	ECONOMIC DEVELOPMENT	-	-	2,000	3,000.00	16,500	
2-61-00-00-00-252	LAND SALE COSTS	-	-	16,500	2,775.25	2,000	
	TOTAL EXPENSES	8,144.80	7,707.99	30,500	15,054.50	30,500	
	<b>NET</b>	<b>7,954.32</b>	<b>6,727.03</b>	<b>2,000</b>	<b>(20,012.08)</b>	<b>2,000</b>	

**2025 INTERIM Operating Budget - Village of Warner**

		2022	2023	2024	2024	2025		Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET		Explanation
<b>RECREATION ADMINISTRATION REVENUE</b>								
1-72-00-00-00-410	CONTRACT WORK FOR RESIDENT	-	-	(200)	-	(200)		
1-72-00-00-00-850	COUNTY RECREATION GRANT	(51,367.00)	-	(15,000)	-	(15,000)		
	SUMMER JOBS GRANT	-	-	(4,200)	-	(4,200)		
	<b>TOTAL REVENUE</b>	<b>(51,367.00)</b>	<b>-</b>	<b>(19,400)</b>	<b>-</b>	<b>(19,400)</b>		
<b>RECREATION ADMINISTRATION EXPENSES</b>								
2-72-00-00-00-110	SALARY - RECREATION	-	31,468.41	28,461	30,895.99	28,461		
2-72-00-00-00-131	ER.C. - RECREATION	17.79	-	5,000	-	5,000		
2-72-00-00-00-153	TRAVEL	-	-	2,000	-	2,000		
2-72-00-00-00-154	TRAINING	-	-	1,200	-	1,200		
2-72-00-00-00-250	CONTRACTED	3,756.87	5,250.00	10,000	10,282.14	10,000		
2-72-00-00-00-251	REPAIRS AND MAINTENANCE	-	-	5,000	1,364.16	5,000		
2-72-00-00-00-510	GENERAL SUPPLIES	327.99	1,335.96	2,500	460.41	2,500		
2-72-00-00-00-521	FUEL	-	556.02	1,000	511.56	1,000		
2-72-00-00-00-541	ELECTRICITY	678.76	1,125.71	1,500	1,028.67	1,500		
2-72-00-00-00-700	AMORTIZATION	2,528.74	-	-	-	-		
2-72-00-00-00-762	TRANSFER TO CAPITAL	-	-	-	-	-		
	<b>TOTAL EXPENSES</b>	<b>7,310.15</b>	<b>39,736.10</b>	<b>56,661</b>	<b>44,542.93</b>	<b>56,661</b>		
	<b>NET</b>	<b>(44,056.85)</b>	<b>39,736.10</b>	<b>37,261</b>	<b>44,542.93</b>	<b>37,261</b>		

**2025 INTERIM Operating Budget - Village of Warner**

		2022	2023	2024	2024	2025		Budget
		ACTUAL	ACTUAL	Budget	YTD - Nov 30	BUDGET		Explanation
<b>CIVIC CENTRE REVENUE</b>								
1-41-00-00-00-560	ADVERTISING	-	-	(2,000)	-	(2,000)		
1-74-00-00-00-100	KITCHEN LEASE	(800.00)	(2,750.00)	(1,650)	(650.00)	(1,650)		
1-74-00-00-00-400	RINK FEES	(31,131.58)	(37,270.59)	(38,000)	(29,524.37)	(38,000)		
1-74-00-00-00-410	KEY FOBS - CIVIC CENTRE	(1,240.00)	(260.00)	(500)	(1,075.00)	(500)		
1-74-00-00-00-541	ELECTRICITY	-	-	-	(4,385.24)	-		
1-74-00-00-00-570	BOWLING RENTAL& MISC SALES	(770.00)	(4,799.29)	-	(845.00)	-		
1-74-00-00-00-575	DONATIONS	(1,800.00)	-	(2,000)	-	(2,000)		
1-74-00-00-00-850	COUNTY RECREATION GRANT	-	-	(35,000)	-	(35,000)		
1-74-00-00-01-560	GYM MEMBERSHIP FEES	(11,377.50)	(15,530.00)	(15,500)	(10,767.00)	(15,500)		
	TOTAL REVENUE	(47,119.08)	(60,609.88)	(94,650)	(47,246.61)	(94,650)		
<b>CIVIC CENTRE EXPENSES</b>								
2-74-00-00-00-109	LIBRARY (JANITORIAL)	1,672.00	2,753.66	2,800	3,322.95	2,800		
2-74-00-00-00-110	WAGES - CIVIC CENTRE	17,660.13	40,683.87	43,000	34,310.04	43,000		
2-74-00-00-00-130	ER.C - CIVIC CENTRE	1,680.19	-	5,000	-	5,000		
2-74-00-00-00-211	TRAVEL & TRAINING	1,295.30	-	250	641.80	250		
2-74-00-00-00-216	TELEPHONE AND INTERNET	-	-	-	648.86	-		
2-74-00-00-00-220	MEMBERSHIPS	1,555.00	179.97	180	840.37	180		
2-74-00-00-00-230	CONTRACTED PERSONNEL	13,060.22	-	-	(50.00)	-		
2-74-00-00-00-239	IT SUPPORT/EQUIPMENT	-	-	500	-	500		
2-74-00-00-00-250	REPAIRS & MAINT	8,067.58	7,078.18	-	947.87	-		
2-74-00-00-00-274	INSURANCE	-	34,622.23	33,526	33,526.00	33,526		
2-74-00-00-00-350	CONTRACTED SERVICES	15,389.99	5,407.89	5,000	725.00	5,000		
2-74-00-00-00-360	LEASES	-	-	150	202.40	150		
2-74-00-00-00-510	GENERAL SUPPLIES & GOODS	5,944.95	6,433.30	5,000	5,750.71	5,000		
2-74-00-00-00-511	JANITORIAL SUPPLIES	-	164.14	500	2,429.52	500		
2-74-00-00-00-520	REPAIRS & MAINT EQUIPMENT	4,948.24	9,482.31	25,000	30,833.33	25,000		
2-74-00-00-00-521	FUEL / OIL / PROPANE	-	1,469.71	1,500	722.43	1,500		
2-74-00-00-00-522	REPAIRS & MAINT. BUILDING	3,350.85	3,939.33	8,000	1,208.94	8,000		
2-74-00-00-00-540	NATURAL GAS	11,321.51	10,394.10	12,000	9,621.27	12,000		
2-74-00-00-00-541	ELECTRICITY	11,416.46	11,643.43	12,000	9,223.40	12,000		
2-74-00-00-00-700	AMORTIZATION	27,483.88	-	-	-	-		
2-74-00-00-01-831	SOLAR PANEL DEBENTURE	4,178.41	3,887.21	4,000	3,298.61	4,000		
	ICE PLANT debt servicing	-	-	-	-	-		
	TOTAL EXPENSES	129,024.71	138,139.33	158,406	138,203.50	158,406		
	<b>NET</b>	<b>81,905.63</b>	<b>77,529.45</b>	<b>63,756</b>	<b>90,956.89</b>	<b>63,756</b>		



## Request for Decision 2025 Capital Budget

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### RECOMMENDATION

That Council approve the 2025 capital budget as presented.

### LEGISLATIVE AUTHORITY

Municipal Government Act

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

### BACKGROUND

The 2025 capital budget is attached for review, discussion and approval.

### RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

### FINANCIAL CONSIDERATIONS

### ATTACHMENTS

1. 2025 Capital Budget

## 2025 - Capital Budget

Dept.	Project Description	2025 Proposed Budget Estimated Cost	TF from Operating	MSI \$257,603	Debentures / Loan	From Reserves	Other Funds	CCBF \$71,206	Total Funds	Notes
<b>00   General Government</b>										
	HVAC Replacement	\$ 145,000		\$ 145,000						
	<b>Total</b>	<b>\$ 145,000</b>		<b>\$ 145,000</b>			\$ -		<b>\$ 145,000</b>	
<b>23 Fire Services</b>										
	Eavestrough	\$ 5,000		\$ 5,000						
	<b>Total</b>	<b>\$ 5,000</b>		<b>\$ 5,000</b>			\$ -	\$ -	<b>\$ 5,000</b>	
<b>32 Roads</b>										
	Sidewalks	\$ 25,000						\$ 25,000		Wheelchair ramp at admin office
	Street Rehabilitation	\$ 125,000		\$ 125,000						
	<b>Total</b>	<b>\$ 150,000</b>	\$ -	<b>\$ 125,000</b>		\$ -		<b>\$ 25,000</b>	<b>\$ 150,000</b>	
<b>41 Water</b>										
	Design Concept/ IMP	\$ 200,000					\$ 200,000			ACP Grant
	<b>Total</b>	<b>\$ 200,000</b>		\$ -			<b>\$ 200,000</b>	\$ -	<b>\$ 200,000</b>	
<b>42   Wastewater</b>										
	Manhole	\$ 50,000						\$ 50,000		4th Avenue & 2nd Street/ 3rd A & 2 S
	Camera along 4th Avenue	\$ 10,000						\$ 10,000		post office / Grocery Store
	<b>Total</b>	<b>\$ 60,000</b>		\$ -				<b>\$ 60,000</b>	<b>\$ 60,000</b>	
<b>74 Civic Centre</b>										
	Ice Plant	\$ 1,000,000			\$ 200,000		\$ 800,000			
	Radiant Heaters	\$ 10,000		\$ 10,000						
	Zamboni	\$ 100,000					\$ 100,000			
	<b>Total</b>	<b>\$ 1,110,000</b>	\$ -	<b>\$ 10,000</b>	<b>\$ 200,000</b>	\$ -	<b>\$ 900,000</b>	\$ -	<b>\$ 1,110,000</b>	
<b>Total 2025 Capital Budget</b>										
		<b>\$ 1,470,000</b>	\$ -	<b>\$ 285,000</b>	<b>\$ 200,000</b>	\$ -	<b>\$ 1,100,000</b>	<b>\$ 85,000</b>	<b>\$ 1,470,000</b>	





# Request for Decision Returning and Substitute Officer Appointments

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## RECOMMENDATION

That Council appoint Kim Owen as the Returning Officer and Kelly Lloyd as the Substitute Returning Officer for the 2025 municipal election.

## LEGISLATIVE AUTHORITY

Local Authorities Election Act Section 13  
Municipal Government Act

## BACKGROUND

With the upcoming October 2025 municipal election, legislation states that the positions of Returning Officer and a Substitute Returning Officer be appointed by resolution prior to June 30 in the year of the election.

As the nomination period for the October 2025 election begins January 1, 2025, Council appointments will allow for the role of these officers to be fulfilled according to the legislation.

## RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

None

## ATTACHMENTS

None



# Request for Decision Warner Community Agriculture Project Committee Elected Official Appointment

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## RECOMMENDATION

That \_\_\_\_\_ be appointed to the Warner Community Agriculture Project Committee.

## LEGISLATIVE AUTHORITY

Municipal Government Act

Bylaws — council and council committees

145(1) A council may, by bylaw, establish the procedures to be followed by the council.

(2) A council may, by bylaw, establish council committees and other bodies.

(3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.

Composition of council committees

146 A council committee may consist entirely of councillors, entirely of persons who are not councillors or of both councillors and persons who are not councillors.

## BACKGROUND

A new project called the Warner Community Agriculture Project began in the spring of 2024 where community minded individuals and companies donated input costs to crop the land around the lagoon. The goal of this project is to donate revenues generated from this venture back into the community.

At the October Council meeting, Council resolved to create a committee to set the criteria for applicants, as well as the funding parameters and awarding to applicants.

With the new Council Committee, the Bylaw states for one elected official to be appointed to this group.

## RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

## ATTACHMENTS



# Request for Decision Ridge Regional Public Safety Services 2025 Priorities

---

## RECOMMENDATION

That Council set the 2025 priorities to be provided to Ridge Regional Public Safety Services as follows:

1. \_\_\_\_\_, 2. \_\_\_\_\_, 3. \_\_\_\_\_.

## LEGISLATIVE AUTHORITY

Municipal Government Act

## BACKGROUND

Ridge Regional Public Safety Services has requested that their member municipalities provide three priorities for community peace officer enforcement for 2025.

The CPO's will proactively monitor and/or enforce the 3 priorities listed by council while they are in our community. Any other infractions will be responded to on a complaint basis only or if the violation is witnessed by the CPO while patrolling our community.

## RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

## FINANCIAL CONSIDERATIONS

None

## ATTACHMENTS

1. Priority Document



## Peace Officer Priorities

Peace Officer priorities for the RRPSSC are established by the member municipalities twice a year. The CPO's will **PROACTIVELY** monitor and/or enforce the 3 priorities listed by your council while they are in your community. **Any other infractions** will be responded to on a **complaint basis only** or if the violation is witnessed by the CPO while patrolling your community.

The CPO Manager and Sergeant will attend your member council meetings once per year to discuss your priorities and answer questions from your council.

RRPSSC will use this document to ensure responsiveness and accountability to its municipal members.

Priorities for \_\_\_\_\_

Priority Established by Council	RRPSSC Comments/Follow-up
1.	
2.	
3.	

Date Priority List Approved by Council \_\_\_\_\_

Motion # \_\_\_\_\_