



VILLAGE OF WARNER

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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 – SEPTEMBER 16, 2026 AT 5:30 P.M.

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) SouthGrow Regional Initiative – Update and Economic Development Plan

5. ITEMS ARISING FROM THE MINUTES

6. FINANCIAL REPORT

- A) Financial Report (quarterly)

7. ADMINISTRATIVE REPORTS

- A) Municipal Enforcement Report
- B) Chief Administrative Officer Report
- C) Solar Report (quarterly)

8. COUNCIL COMMITTEE REPORTS

9. CORRESPONDENCE

- A) Correspondence

10. BYLAW/AGREEMENT/POLICY REVIEW

- A) Rates Bylaw 666-26
- B) Traffic Bylaw 664-26
- C) Oldman River Regional Services Commission Agreement
- D) Warner & District Minor Hockey Agreement

11. NEW BUSINESS

- A) Ridge Regional Public Safety Services
- B) Spring/Fall Community Cleanup

12. CLOSED SESSION

- A) ATIA Section 20: Disclosure harmful to personal privacy

13. NEXT REGULAR COUNCIL MEETING DATE

Wednesday – October 21, 2026, at 5:30 p.m.

14. ADJOURNMENT



Request for Decision Adoption of Minutes

RECOMMENDATION

That the minutes for the August 19, 2026 regular council meeting be accepted as presented.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)
Bylaw 648-25 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: August 19, 2026 regular council meeting minutes

Prior to Adoption

Minutes of the Village of Warner Regular and Closed Council meeting held on Wednesday, August 19, 2026, at 5:30 p.m. in the Warner Municipal Office, at 210 – 3rd Avenue, Warner, Alberta.

Present – Elected Officials

Mayor Tyler Lindsay, Councillor Ian Glendinning, Deputy Mayor Derek Baron, Councillor Dan Court, and Councillor Stephen Fewer

Absent – Elected Officials

Present – Administration

Kelly Lloyd, Chief Administrative Officer

Absent - Administration

Kim Owen, Finance Clerk

1. CALL TO ORDER

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

2. AGENDA

A) Items added or deleted

Delete	4B)	SouthGrow Regional Initiative
Add	11C)	Capital Budget Adjustment
	11D)	Airport Letter
	11E)	Donation Request

B) Adoption of the Agenda

Moved by Deputy Mayor Baron, "that the August 19, 2026, regular council meeting agenda be accepted as amended."

Motion Carried 2026-170

3. MINUTES

A) Approval of Minutes

Moved by Councillor Glendinning, "that the minutes for the June 17, 2026, regular council meeting be accepted as presented."

Motion Carried 2026-171

4. DELEGATIONS

A) Warner Community Agriculture Project Committee

Chair Kyleen McKenzie was in attendance to provide the recommendation for the school scholarship and to gather clarification from Council on process points.

Moved by Councillor Fewer, "that Council accept the Warner Community Agriculture Project Committee report as information."

Motion Carried 2026-172

Moved by Deputy Mayor Baron, "that Council approve the Warner Community Agriculture Project (WCAP) Committee recommendation to award Jaylen Cronkhite the scholarship in the amount of \$1,500.00."

Motion Carried 2026-173

B) SouthGrow Regional Initiative

The SouthGrow delegation was tabled to the September meeting.

C) Chinook Regional Hospital Foundation

Crystal Elliott, CEO, Chinook Regional Hospital Foundation, was in attendance to give a presentation on the Southern Alberta Cardiac Centre of Excellence.

Moved by Councillor Court, "that Council thank the Chinook Regional Hospital Foundation for their presentation and further, to accept the presentation as information."

Motion Carried 2026-174

Moved by Deputy Mayor Baron, "that Council include a \$5.00 per capita donation towards the Bringing Hearts Home campaign for the 2027 operating budget."

Motion Carried 2026-175

5. ITEMS ARISING FROM THE MINUTES

6. FINANCIAL REPORT

A) Financial Report (quarterly)

Moved by Councillor Glendinning, "that Council accept the financial report as information."

Motion Carried 2026-176

Moved by Councillor Fewer, "that Council approve the 2026 capital budget adjustment for an amount of \$878,220 as presented."

Motion Carried 2026-177

7. ADMINISTRATIVE REPORTS

A) Municipal Enforcement Report

Moved by Councillor Fewer, "that the Municipal Enforcement report for the period ending July 31, 2026, be accepted as information."

Motion Carried 2026-178

B) Chief Administrative Officer Report

Moved by Deputy Mayor Baron, "that the Chief Administrative Officer report for the period ending July 31, 2026, be accepted as information."

Motion Carried 2026-179

C) Solar Report (quarterly)

Moved by Deputy Mayor Baron, "that the July 31, 2026, solar report be accepted as information."

Motion Carried 2026-180

8. COUNCIL COMMITTEE REPORTS

Councillor Court spoke to the Heritage Handi-Bus Committee, and Ridge Country Housing.

Councillor Glendinning spoke to the Warner Municipal Library.

Mayor Lindsay spoke to Chief Mountain Regional Waste Management Commission.

Councillor Fewer attended two Municipal Planning Commission meetings as well as the Warner Community Agriculture Project Committee meeting.

Deputy Mayor Baron attended a Municipal Planning Commission meeting as well as the Chinook Arch Regional Library meeting.

Moved by Councillor Fewer, "that the committee reports for the period ending August 19, 2026, be accepted as information."

Motion Carried 2026-181

9. CORRESPONDENCE

A) Correspondence

Moved by Councillor Court, "that the correspondence for the period ending August 19, 2026, be accepted as information."

Motion Carried 2026-182

10. BYLAW/AGREEMENT/POLICY REVIEW

A) 659-26 Dangerous & Unsightly Premises Bylaw

Moved by Mayor Lindsay, "that Council directs administration to contact the property owners of the 7th Avenue vacant lots to discuss the unsightly premises with a deadline for compliance of September 1, 2026."

Motion Carried 2026-183

Moved by Deputy Mayor Baron, "that Council give second reading to the Dangerous and Unsightly Premises Bylaw 659-26, as amended."

Motion Carried 2026-184

Moved by Councillor Fewer, "that Council give third and final reading to the Dangerous and Unsightly Premises Bylaw 659-26, as amended."

Motion Carried 2026-185

B) 665-26 Repealing Bylaw

Moved by Councillor Fewer, "that first reading be given to Bylaw 665-26, being a Repealing Bylaw."

Motion Carried 2026-186

Moved by Deputy Mayor Baron, "that second reading be given to Bylaw 665-26, being a Repealing Bylaw."

Motion Carried 2026-187

Moved by Councillor Court, "that unanimous consent be given to Bylaw 665-26, being a Repealing Bylaw, for consideration of third reading."

Motion Carried 2026-188

Moved by Councillor Glendinning, "that the third and final reading be given to Bylaw 665-26, being a Repealing Bylaw."

Motion Carried 2026-189

C) Employee Handbook Policy 301

Moved by Councillor Glendinning, "that Policy 301, being the Employee Handbook, be approved as presented."

Motion Carried 2026-190

D) Oldman River Regional Services Commission Services Agreement

Moved by Mayor Lindsay, "that the Oldman River Regional Services Commission Services Agreement be tabled to the September meeting and direct administration to calculate the new membership formula comparing to the current."

Motion Carried 2026-191

E) Warner & District Minor Hockey Association Arena Advertising Agreement

Moved by Mayor Lindsay, "that Council direct Administration to research ice rental fees."

Motion Carried 2026-192

11. NEW BUSINESS

A) Alberta Municipalities Resolution Book

Moved by Deputy Mayor Baron, "that the Alberta Municipalities Resolution Book report be accepted as information. "

Motion Carried 2026-193

B) Village of Warner Website Redesign

Moved by Councillor Glendinning, "that the Village of Warner website redesign report be accepted as information."

Motion Carried 2026-194

C) Budget Adjustment

This item was covered under section 6.

D) Airport Letter

Moved by Mayor Lindsay, "that Council direct administration to engage hanger lessees and event renters regarding airport use and to research hanger lease fees."

Motion Carried 2026-195

E) Donation Request

Councillor Court recused himself from the Council table.

Moved by Deputy Mayor Baron, "that Council accept the donation request as information."

Motion Carried 2026-196

Mayor Lindsay recessed the meeting at 8:19 p.m.

Mayor Lindsay reconvened the meeting at 8:22 p.m.

12. CLOSED SESSION

A) ATIA Section 20: Disclosure harmful to personal privacy.

Moved by Deputy Mayor Baron, "that Council move into a closed session in accordance with Section 197(2) of the Municipal Government Act at 8:23 p.m., to discuss a matter exempt from disclosure under ATIA Section 20: Disclosure harmful to personal privacy, with CAO Lloyd and Director Owen in attendance."

Motion Carried 2026-197

Moved by Deputy Mayor Baron, "that the meeting reconvene to the regular meeting at 8:46 p.m."

Motion Carried 2026-198

Rise and report

Moved by Mayor Lindsay, "that Council accept the legal opinion and instruct administration to have enforcement resume activities as it relates to the unlicensed dogs."

Motion Carried 2026-199

13. NEXT REGULAR COUNCIL MEETING DATE

Wednesday, September 16, 2026, at 5:30 p.m.

14. ADJOURNMENT

Moved by Deputy Mayor Baron, "that the regular council meeting for August 19, 2026, adjourn at 8:40 p.m."

Motion Carried 2026-200

Tyler Lindsay
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the XX day of XXXX 2026.



Request for Decision SouthGrow Regional Initiative Delegation

RECOMMENDATION

That Council thank the SouthGrow Regional Initiative for their presentation.

And further, that Council approve / not approve the Economic Development Plan, as presented or amended.

LEGISLATIVE AUTHORITY

Municipal Government Act

Procedural Bylaw

BACKGROUND

Peter Casurella, Executive Director with SouthGrow Regional Initiative, will be in attendance to provide an update on SouthGrow's current initiatives, priorities, and regional work as part of SouthGrow's annual outreach.

Ms. Megan Elemans, Economic Development Officer, will also be in attendance to present the village's draft economic development plan.

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. Village of Warner Draft Economic Development Plan

SOUTHGROW

REGIONAL ECONOMIC DEVELOPMENT

GROWTH • INNOVATION • PROSPERITY



Our Mission

*In **collaboration** with its members and supporters, SouthGrow will proudly **enable** economic development programs and initiatives that contribute to **growth potential** throughout the region.*



Accomplishments



Dozens of large-scale studies and reports that continue to inform investment in the region.



Numerous development tools made available for members to support municipal projects and programs.



Training sessions for councilors and municipal staff to equip communities for success.



Tens of millions of external \$\$ leveraged for regional projects and tens of millions in external investment secured.



Conclusion.

Ongoing, multi-year work that has yielded huge results for the region.

Projects informing Investments

Community Economic Development Plans – 2025-2027
Tarriff Response Taskforce - 2025
Export Development Project - 2025
Supply Chain Identification Project - 2024
Tourism Collaboration - 2023
Global Agri-food Marketing – 2023 to 2025
Community Investment Readiness Profiles - 2023
Blackfoot Signage Project – 2023/24
Community Matchmaking - 2023
Grad Retention Study - 2023
Regional Supply Chain Identification - 2022
Global Agri-food Marketing Initiative – 2022
Zero Emissions Vehicle Infrastructure Project
Terragraph Technology Trial - 2021
Economic Recovery Taskforce – 2020
Regional Skills Gap Study – 2019 – 2020
Broadband Finish Line Project 2019 - 2020
Canada's Premier Food Corridor – 2019 – 2020
Community Broadband Options - 2019
Renewable Energy Impact Report - 2019
Highway 3 Twinning Development Association – 2019
Cost Benefit Analysis of Alberta Rural Broadband – 2019
CHP Technology trial on Dairy Farm - 2019
On Farm Energy Program – 2018 - 2020
Peaks to Prairies Electric Vehicle Network – 2017 - 2020
SouthGrow Community Business Retention, Expansion, and Marketing Plans – 2017
Broadband Project Master Plan - 2017
Formation of SAITI - 2016
Community Broadband Report – 2016
Investment Readiness and Attraction Review – 2015
Broadband Infrastructure in SouthGrow – 2015
Hospitality and Tourism Investment Study– 2015
Community Renewable Energy Toolkit – 2014

Investment Attraction and Lead Generation Project (MNP) - 2014
More than Enough Marketing Campaign – 2013
Community Ec Dev Strategies - 2012
Formation of RINSA – 2012
Investment Readiness Assessment - 2012
Bio Energy Opportunity Profile – 2010
Productivity Improvement – 2009
Study of SouthGrow Business Trends – 2009
Water for Economic Development – 2009
Wind Power – 2009
Carbon Credit Opportunity Profile – 2008
Innovation and Commercialization – 2008
Formation of SAAEP - 2007
Green Growth Plan – 2007
Waste to Energy Opportunity Profile – 2007
Alternative Energy – 2006
Feasibility Study – Integrated Bio-Diesel Refinery 2006
Gateway to Alberta Phase 1 and Phase 2 – 2004-2006
Ready Meals Opportunity Profile - 2004
Confectionary Opportunity Profile – 2003
Solar Energy Opportunity Profile – 2003
Agricultural Assessment - - Grow your Own – 2003
Ready Meals Opportunity Profile - 2004



2025 -2026 (Complete)

Pillar I: Strategic Collaboration

- I. Member Engagement
 - A. Annual Council Presentations
 - B. Regional Training
 - C. Government Relations
 - D. Economic Development Summit
 - E. Organizational Sustainability
- II. Build and Sustain Collaborations
 - A. Southern Alberta Alternative Energy Partnership
 - B. Southern Alberta Investment and Trade Initiative
 - C. Canada's Premier Food Corridor and Canada's Western Gateway
 - D. Highway 3 Twinning Development Association
 - E. REDA Collaboration
 - F. Regional Innovation Network of Southern Alberta
- III. Sustain or Expand Membership
 - A. Sustain Membership
 - B. Expand Associate Memberships

Pillar II: Marketing & Communications

- I. Regional Promotion
 - A. Website Improvements
- II. Internal Communications
 - A. Newsletters
 - B. Regional Sponsorships

Pillar III: Economic Development & Innovation

- I. Ag-Tech Market Development
 - A. Agri-food Scholarship Program
 - B. Agri-food Conference Representation
- II. Community Supports
 - A. Grant Advice Hot Line
 - B. Community Economic Development Plans
- III. Special Projects
 - A. EV Bus Project (Final Year)
 - B. Blackfoot Language Signage (Year 3)
 - C. Export Expansion Project
- IV. Flagship Project
 - A. SouthGrow Power Project
- V. Targets of Opportunity
 - A. Local Waste Solutions Study
 - B. Farm and Crop Conference
 - C. Labour Attraction Marketing
 - D. Energy Innovation Pilot Project with FortisAlberta



2025 Highlights!

Southern Alberta Economic Summit expanded into a two-day event and attracted more than **160 attendees**.

Community Economic Development Planning advanced with nearly **300 stakeholder interviews** completed across the region.

SouthGrow's international investment attraction efforts helped support a **\$500 million biofuel investment in Alberta**.

SAITI earned a **fourth consecutive Economic Developers Alberta marketing award**.

SouthGrow secured a leadership role in the **Regional Innovation Network of Southern Alberta (RINSA)** for the next three years.

The **Grant Hotline** provided support and funding advice to **26 communities and community organizations**.

The **Blackfoot Language Signage Project** surpassed **200 signs installed** across Southern Alberta.

The **Agri-food Scholarship Program** awarded **\$7,500 in scholarships** to support future industry leaders.

SouthGrow represented the region through trade and investment missions in **Japan, Singapore, Mexico, China, and Europe**.

The **SouthGrow Power Project** completed its high-level feasibility study and advanced into detailed engineering.

SouthGrow secured **\$60,000** in funding for a regional biofuel opportunity assessment.

The **Export Expansion Project** identified new international opportunities through market research and industry engagement.

Additional sections of the **Highway 3 Twinning Project** received formal funding approvals.

SouthGrow completed implementation of its long-term **Organizational Sustainability Plan**.

Regional training exceeded annual targets with **seven professional development sessions delivered**.

SouthGrow expanded its network to **15 associate and reciprocal members**.

SouthGrow supported the advancement of the **Milk River Waterline Project** through engagement and government relations efforts.

SouthGrow helped position Southern Alberta for future growth through emerging initiatives in agriculture, labour attraction, and energy innovation.

Council engagement activities exceeded targets, with presentations delivered to more than **40% of member communities**.

SouthGrow continued to represent the interests of **29 communities and more than 180,000 residents** across Southern Alberta.

2026 -2027

PILLAR I: STRATEGIC COLLABORATION

I. Partnership Projects

- i. Southern Alberta Alternative Energy Partnership (SAAEP)
- ii. Southern Alberta Investment and Trade Initiative (SAITI)
- iii. Canada's Premier Food Corridor (CPFC) & Canada's Western Gateway (CWG)
- iv. Highway 3 Twinning Development Association (H3TDA)
- v. REDA Collaboration
- vi. Border Wall Roadside Attraction

II. Administrative Projects

- i. Annual Council Presentations
- ii. Membership Retention and Expansion
- iii. SouthGrow Power Project
- iv. RINSA Fiscal Management
- v. RINSA Marketing

PILLAR II: MARKETING & COMMUNICATIONS

I. Events

- i. Monthly Lunch and Learns
- ii. Southern Alberta Economic Summit
- iii. Ag Producer Conference

II. Communications and Marketing

- i. Newsletters
- ii. Website Improvements
- iii. Government Relations
- iv. Sponsorships
- v. Agri-food Scholarship Program
- vi. Global Awareness Marketing

PILLAR III: ECONOMIC DEVELOPMENT & INNOVATION

I. Community Economic Development

- i. Grant Advice Hotline
- ii. Community Economic Development Plans
- iii. South Saskatchewan Trans Canada Trail Connection Project
- iv. EV Bus Project (Final Year)
- v. Blackfoot Language Signage (Year 4)
- vi. Economic Development for Elected Officials Training
- vii. Regional Business License Project

II. Investment and Export Development

- i. Trade Mission Participations
- ii. Japan Industry Mission
- iii. IEDC Attendance
- iv. FDI Strategic Plan
- v. FDI Training – Business Investment & Attraction (EDA)

III. Research and Policy Development

- i. SouthWest Alberta Labour Profile Project
- ii. Biofuel Supply Chain Study

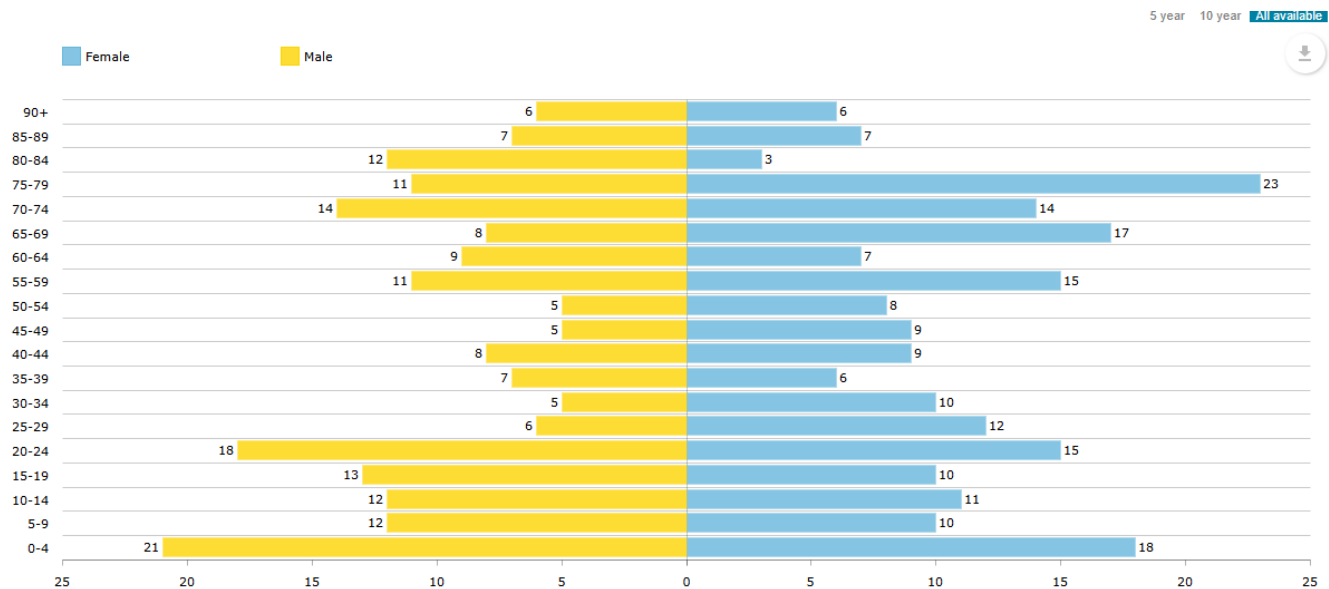
IV. Targets of Opportunity

- i. FortisAlberta Virtual Power Plant Pilot



Opportunities

- Economic Development Plan Action Items
- Grant Supports
- Community building for youth retention



Conclusion.

Warner has a sustainable demographic pyramid and a high emphasis should be on retaining young people in the region. Economic Development efforts should focus on keeping what they have and building a community where young families want to stay.



Thank You

Contact



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2026 Community Economic Development Plan

Village of Warner

March 27, 2026

Prepared by: SouthGrow Regional Initiative

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1.0 Background and Introduction

In early 2025, SouthGrow Regional Initiative (SGRI) received funding to create a strategic Community Economic Development (CED) Plan for each of its member communities. This funding was provided by a grant from the Government of Alberta's Northern and Regional Economic Development (NRED) Program in the sum of \$128,000. The reports will include data-driven, actionable strategies for business retention and expansion, investment attraction and readiness, and infrastructure planning.

The purpose of this project is to:

1. Help smaller communities who have limited resources get clarity on their community's economic development landscape
2. Provide each community with a custom-tailored and data-driven report. The report will include actionable, bite-sized projects that can be implemented within their capabilities over the course of 5-10 year to produce tangible change for their community;
3. Execute SGRI goals in accordance with the Board's strategic direction to helping at the community level;
4. Re-visit old CED plans, as further discussed below.

The timeline of the CED project was spread out over three years, in the following manner:

- Year 1 (2025): Gather community data
- Year 2 (2026): Write and present report
- Year 3 (2027): Provide coaching, quarterly check-ins, and assistance with implementation

During the fall and winter of 2025, each participating community took the following steps to assist with the "Gathering Data" stage:

1. The community's lead representative for the project attended a strategic facilitation session with the SGRI Economic Development Officer to discuss the general economic landscape and activities of the community;
2. Municipal members, including council, administration, and/or economic development staff, participated in the situational analyses research process, which included completing stakeholder interviews and providing or discussing municipal documents, past projects, and areas of strengths, weaknesses, and opportunities.
3. The lead representative reviewed and validated the outcomes from the facilitation process, and;
4. The municipality reviewed and finalized the community economic development plan.

Previously, this Community Economic Development Plan project was completed in 2012 for all SGRI member communities at that time. This is a continuation of that initiative.

We would like to acknowledge and thank council, staff, and community members for their participation in the project.

2.0 Project Form

2.1 Data Gathering Methodology

The CED Plans were designed to be data-driven, using local input, municipal documents, community history, and SouthGrow's long-standing knowledge of the region to recommend projects. As such, a six-step approach was used to understand each community's current economic position and identify practical steps for growth:

1. Introductory Meeting and Document Sharing

To begin, the SouthGrow Economic Development Officer held an introductory meeting with the community's CAO or lead contact. This meeting provided information about the community's general economic landscape, current activities, and any past work that might shape future planning. From here, the municipality shared key documents such as strategic plans, municipal development plans, land use bylaws, studies, project updates, grant applications, and other reports. Reviewing these materials provided an understanding for strengths, gaps, and opportunities, which was utilized within the literature review. It also showed where local resources are being used, what work has already been done, and how ready the community is for different types of development.

2. Stakeholder Engagement

A proportionate sample of community stakeholders were interviewed by phone and transcript, or online form. Typical stakeholder groups included council members, the CAO, chambers of commerce, and, when needed, local business owners. These conversations were used to capture real, well-informed experiences from people who work, lead, or do business in the community every day.

3. Desktop Research

SouthGrow reviewed internal files, past SouthGrow projects, and public information found online. This was used to identify themes, compare the community to regional trends, understand what may be affecting future opportunities, confirm local trends, and fill in any missing information.

4. Business Retention and Expansion (BR&E) Survey

SouthGrow provided each municipality with an optional BR&E survey. This survey was offered for completion at the community's discretion and was only included in the final findings if responses were received. The BR&E survey takes time and local effort to complete, so it was not required; however, communities that were able to gather responses benefited from added insight into their business climate.

5. Withstanding Municipal Knowledge

Finally, each CED Plan includes the insight and practical knowledge SouthGrow has gained through many years of supporting the community. This includes understanding local nuances, long-term challenges, and past efforts that may affect future economic development work. This knowledge

was combined with local input, documents, and research that allowed us to create a clear, realistic, and community-focused plan for long-term economic success.

6. Literature Review

All of the above information—documents, interviews, meetings, and research—was brought together to complete a literature review, as discussed in Section 4.0. This review compiled the data to give a clear picture of long-term patterns, community readiness, what has been done, what still needs to be done, and possible partnerships or opportunities for future development. The literature review shaped the key findings and recommendations in the report.

2.2 Methodology Rationale

2.2.1 Approach Rationale

The above approach was chosen to gather clear, ground-level insight while working within the limited time and resources available to both SouthGrow and member communities. Smaller municipalities often have few staff, busy schedules, and many competing priorities. Because of this, the project prioritized a method that would collect strong, meaningful information without placing a heavy burden on local capacity, which was evident in it being:

- Practical
- Respectful of community time
- Able to produce high-quality insight even in small or rural settings
- Supportive of SouthGrow's goal of creating plans that are realistic, community-focused, and easy for municipalities to use moving forward.

In return, the process showed a great understanding of what is happening in the community from the people who experience it every day, thus creating a balanced picture of local strengths, challenges, and opportunities.

2.2.2 Stakeholder Rationale

Stakeholder interviews were focused on people who know the community well and could speak confidently about its economic landscape. This included council members, administrative staff, chambers of commerce, and, when needed, business owners or residents with deep local knowledge. These individuals often have direct experience with community issues, ongoing projects, and local decision-making, which makes their insight especially valuable.

The people we spoke with were chosen because they meet three main criteria:

- They understand the community's day-to-day reality, not just broad ideas.
- They have long-standing experience or direct involvement in local work, business, or decision-making.
- They represent different parts of the community, helping create a well-rounded view.

Because the process started with with trusted, well-informed contacts, reliable information was

gathered quickly, and the list of interview participants was then expanded through a snowball approach. This method helped ensure that voices with strong knowledge of the community were included, while still keeping the process efficient. It also leaves room for continuously mixing in additional opinions as they may be later collected.

Anonymity was respected in all interviews to encourage open and honest feedback, especially in small communities where people often know each other personally. This helped participants share concerns, ideas, and opportunities more freely.

3.0 Global Context

Economic Development realities for Southern Alberta are also shaped by large-scale global forces that influence labour supply, infrastructure pressures, investment readiness, and long-term competitiveness. Understanding these forces provides essential context for local decision making and ensures that community strategies align with the realities shaping rural economies across Canada and around the world. Here we summarize some of the high-level global themes which are shaping the economic landscape in 2025 which local work needs to take into consideration.

Global Theme One: Demographic Shifts and Workforce Realignment

Across the world, aging populations and declining rural birth rates are creating sustained workforce shortages. Rural Alberta is experiencing these same pressures as industries compete for a shrinking pool of workers and younger households increasingly concentrate in larger urban areas. At the same time, new migration patterns and remote work flexibility have created opportunities to attract families and entrepreneurs seeking affordability, safety, natural amenities, and community belonging. Communities that actively position themselves as livable, family-centred, and opportunity-rich are best placed to benefit from this shift.

Global Theme Two: Resilient and Sustainable Supply Chains

Global supply chain disruptions, rising transportation costs, and geopolitical uncertainty are pushing countries to secure more localized and resilient food, energy, and manufacturing systems. Southern Alberta's agricultural base, proximity to major transportation corridors, and strong role in national food production position rural communities to benefit from nearshoring trends. However, this also increases pressure on water infrastructure, logistics systems, labour availability, and broadband capacity. Communities that maintain reliable utilities and service-ready industrial land become preferred locations for new investment tied to resiliency and domestic production.

Global Theme Three: Technological Acceleration and the Digital Divide

Rapid global digitalization is changing how businesses operate, how services are delivered, and how people work. Broadband access has become a basic economic requirement rather than a luxury. Rural regions that cannot offer stable, high-capacity internet risk exclusion from emerging economic activity such as remote work, e-commerce, digital agriculture, and cloud-based service industries. Conversely, improvements in rural broadband open doors for entrepreneurship, small-scale

manufacturing, home-based businesses, and professional workers who no longer need to live in urban centres. Digital infrastructure now directly impacts economic competitiveness.

Global Theme Four: Climate Transition and Resource Pressures

Worldwide efforts to reduce emissions, adopt renewable energy, and manage climate-related risks are reshaping the cost structure and investment patterns of rural industries. Agriculture faces increasing variability in weather patterns and rising costs tied to insurance, irrigation, and environmental compliance. Energy producers and utilities are transitioning to lower-carbon systems while exploring new technologies such as hydrogen, biofuels, and advanced battery storage. Communities that plan for resilient infrastructure, diversified economic bases, and opportunities within the clean-energy transition will be better positioned for long-term stability.

Global Theme Five: Housing Affordability and Rural Migration Trends

Around the world, families and young professionals are moving out of large cities in search of affordability and quality of life. Southern Alberta's combination of lower housing costs, strong social cohesion, and access to natural amenities aligns well with these global migration patterns. Communities that can provide serviced lots, developable land, modern amenities, and clear pathways for new residents will remain competitive. This trend also reinforces the need for proactive long-term planning in water, wastewater, recreation amenities, and local services.

Summary

Global economic forces are reshaping the opportunities and risks facing rural communities. Southern Alberta's strengths in agriculture, energy, tourism, and logistics align well with worldwide trends toward resilient supply chains, digital transformation, and livable communities. However, these opportunities are only realized when municipalities plan ahead, maintain reliable infrastructure, address workforce challenges, and position themselves as attractive places to live and invest. The strategies and projects recommended in this plan respond directly to these global pressures and local realities.

4.0 Key Themes: Literature Review

A review of Warner's municipal documents, stakeholder interviews, and Viability Review (2022) show a village with strong local assets and a good location, but also clear limits in water, housing, business activity, and local capacity. The information shows that Warner has the basic pieces in place for growth, but these pieces are not yet working together in a way that creates steady activity. While the village is operating within its financial means and has strong regional relationships, challenges related to governance, administrative capacity, long-term planning, and community engagement limit its ability to fully capitalize on its opportunities.

A strong theme is that Warner has assets that are highly valued, serve the region, and contribute to prosperity of the community. This includes the arena and civic centre, curling rink, school, museum, highway access, rail access, and available land. The village is also seen as affordable, with a strong

sense of community and a small business culture. It has also experienced modest population growth and an influx of young families in recent years. These strengths support quality of life and create a base for future growth.

At the same time, the interviews show that these assets are not being used to their full value. The arena is often named as one of the village's biggest strengths, but it is underused. The museum is also seen as a draw, but it is not fully built into a wider visitor experience. Main Street buildings are often vacant or used for storage, and open lots are not being developed at a steady pace. This creates a gap between what Warner has and what it is able to turn into daily business activity and local spending.

Infrastructure is another clear theme. Water is one of the main limits to growth. Stakeholders say that water supply, storage, and upgrade costs are barriers for new development. At the same time, past municipal work shows that water systems have already been a focus, though the issue is suggested to need more permanent upgrades and work for future prosperity. The viability review found no major concerns with the village's overall infrastructure condition following a comprehensive infrastructure assessment completed in 2021; however, it noted that infrastructure assets are aging and that long-term capital planning and continued investment will be necessary to maintain service levels and support future growth.

Housing and business activity are also closely linked challenges. The interviews describe a lack of available housing and say that this makes it harder to bring in workers and new families. While land is available, development depends on private builders, which slows progress as the rural area is not attractive to new home construction businesses from a profitability standpoint. At the same time, there are vacant commercial buildings and recent business closures. Local demand is described as low, and it is difficult to turn highway traffic into spending in the village. This points to a challenge where Warner may have room to grow, but still lacks enough housing, services, and steady local spending to support that growth. This challenge is particularly significant given the viability review's observation that Warner has experienced population growth and has attracted new families in recent years, suggesting that housing availability may increasingly become a limiting factor to continued growth and community sustainability.

A fourth theme is capacity and direction. The interviews say Warner does not have a strong economic development structure in place, grant capacity is low, and council has focused more on operations than long-term direction. These findings align closely with the viability review, which identified limited administrative capacity, understaffed municipal operations, outdated policies, and the absence of a long-term municipal strategic plan as key concerns affecting the village's future viability. The review also highlighted that divisive views within the community have created tensions between residents and administration and have reduced engagement in local government affairs. At the same time, the municipal documents show the village does have planning tools. The land use bylaw has been updated many times, including changes in 2024 to support mixed-use commercial and residential buildings. The profiles also show clear permit timelines and a stated willingness to work with new businesses. This means Warner has a base for growth, but needs stronger follow-through, shared direction, and local capacity to use these tools well. The viability review specifically recommended the development of a long-term strategic plan, updates to municipal policies, improved administrative capacity, and continued regional collaboration to strengthen the village's

long-term sustainability.

A fifth theme emerging from the literature review is the importance of regional collaboration. Warner's strong working relationships with the County of Warner and regional service commissions were identified as one of the community's greatest strengths, noting that these partnerships help reduce costs, improve efficiencies, and expand service capacity. This collaborative approach represents an important opportunity for future economic development initiatives, particularly in areas where local resources and administrative capacity are limited.

Overall, the review shows that Warner's best opportunities are practical and local. These include making better use of the arena, museum, school, rail access, highways, filling vacant buildings, developing available lots, and building on strong transportation access. They also include leveraging the village's growing population, strong regional partnerships, and existing community amenities to support incremental residential, commercial, and community development. The biggest challenges are water limits, housing shortage, underused property, weak business activity/retention, limited local capacity, community division and engagement challenges, aging infrastructure requiring continued investment, and the need for a clearer village-wide direction for growth.

5.0 Situational Analyses

Competitive advantages emerge when strengths, weaknesses, opportunities, and threats can be identified and utilized in planning. These terms are defined as:

- A strength has potential to be leveraged into a larger, meaningful economic development result
- A weakness, or challenge, is a current limitation to the municipality, but can become an economic development opportunity when successfully confronted and overcome
- A threat is any factor that, without consideration in planning, may thwart the best-laid plans
- An opportunity, or idea, are initiatives that may develop into a practical and effective economic development strategies.

In broad terms, economic development activities are often considered to be: industrial development, favourable tax rates, limited regulation and access to trained workers, infrastructure projects, or expanded professional services. Small communities, however, cannot afford to stop there. Rural economic development is more than industry and jobs; it includes anything that strengthens and improves a rural community. Given the community specific value proposition, economic development assets must be defined in a much more broad framework, which has resulted in the following situational analyses for Warner:

Strengths:

- Strong community assets (arena, civic centre, curling rink, school, museum)
- Good location on Highway 4 with rail access
- Available land for housing and business
- Affordable living and low utility costs
- Supportive small-town culture for local business

- The arena, school, and other services help to bring people into the village and support local activity
- Updated land use rules allow for mixed-use and flexible development
- Existing basic infrastructure (water, sewer, roads) is already in place
- FCSS Good Neighbour Program

Weaknesses:

- Limited water supply and storage for new growth
- Lack of available housing
- Vacant buildings and underused land
- Weak local business base and recent closures
- Low local spending and small customer base
- Many assets are not fully used (arena, museum, Main Street buildings)
- Heavy reliance on private developers to build housing slows progress
- Limited staff and volunteer capacity for economic development work
- No strong local business group or chamber

Opportunities:

- In migration of residents because of the cost of living
- Fill vacant buildings with new or small businesses
- Develop open lots for housing and mixed-use buildings
- Attract highway traffic into the village for local spending
- Use updated land use rules to support new types of development
- Build on rail and highway access for logistics or ag-related business
- Partner with nearby communities and region for shared growth
- Grow tourism tied to local history and events

Threats:

- Ongoing water limits may stop new development
- Business closures and vacant buildings may continue
- Small population base limits local demand
- Competition from larger nearby centres for services and jobs
- Rising costs for infrastructure upgrades may strain the village
- Limited local capacity may slow progress on new projects
- If assets remain underused, growth opportunities may be missed

6.0 Municipal Strategy

6.1 Strategy Areas

1. Use and Grow Local Assets

This area focuses on making better use of what Warner already has. Key places like the arena,

museum, school, and Main Street can bring more people and activity if used more often and in new ways. This matters because these assets are already strong, but not fully used.

2. Support Housing and Land Development

This area focuses on supporting gradual residential growth by making development easier and more attractive. Through flexible policies, housing-friendly bylaws, and promotion of available lots, the community can encourage new housing while recognizing the realities of development in a small rural market.

3. Strengthen Local Business and Main Street

This area focuses on filling empty buildings, helping small business, and growing local services. There are gaps in shops and services, and some buildings sit empty. A stronger business base will help keep money in the village and support daily life.

4. Improve Infrastructure for Growth

This area focuses on key services like water that are needed for growth. Water limits are a major barrier to new homes and business. Fixing these limits is needed before larger growth can happen.

5. Build Local Capacity and Leadership

This area focuses on people, planning, and direction. The village has tools and plans, but limited time and resources to act on them. Stronger leadership, partnerships, and clear goals will help turn ideas into real projects.

6.2 Proposed projects

The following projects have been identified for your municipality to implement, addressing the gaps, opportunities, threats, while utilizing the strengths your municipality.

1. Use and Grow Local Assets

- a. Create a year-round arena use plan with new events, rentals, and training camps to increase use and bring in visitors.
- b. Build a simple event series (tournaments, markets, seasonal events) tied to the arena and civic centre to grow local spending.
- c. Develop a small tourism package that links the museum, arena, and local history into one visitor experience.
- d. Promote and increase use of existing business revitalization funding programs to support storefront improvements, signage, and building upgrades on Main Street. Work with Community Futures to identify barriers to participation and create alignment with similar external programs.
- e. Explore a mid-size annual event or festival that builds off hockey, agriculture, or local history to draw regional visitors.
- f. Facilitate a regular space for local groups, service clubs, businesses, and community champions to connect, share updates, coordinate efforts, and identify opportunities for collaboration.

2. Support Housing and Land Development

- a. Create a simple housing incentive program (tax breaks, fee reductions) to encourage new home builds on vacant lots.
- b. Work with local builders to create a small “ready-to-build” lot program with clear pricing and fast approvals.
- c. Promote available residential land through a targeted marketing campaign to attract builders and new residents.
- d. Explore a small pilot project for modular or workforce housing to quickly add units.
- e. Partner with regional groups or developers on a longer-term housing project if demand grows.
- f. Work with the County of Warner to understand the annexation process, including land needs, servicing requirements, costs, timelines, and partnership considerations for future growth areas.

3. Strengthen Local Business and Main Street

- a. Evaluate the feasibility and benefits of implementing a simple business licensing program that focuses on business tracking, communication, and support rather than regulation. A business licence system can help the village maintain accurate business records, identify business needs, improve communication, and support economic development efforts while keeping administrative requirements and costs low.
- b. Launch a business retention and expansion (BR+E) program to meet with local businesses and identify needs.
- c. Work with groups like Community Futures to establish a small business start-up support program with guides, mentorship, and simple incentives.
- d. Identify local business and service gaps through business outreach, resident feedback, and market analysis, such as food, retail, and trades. Then actively market vacant commercial spaces to attract needed services.
- e. Develop a business attraction package that highlights Warner’s land, location, and low costs.
- f. Target small ag-support and logistics businesses that fit the local economy and highway access.

4. Improve Infrastructure for Growth

- a. Complete a water capacity and upgrade plan to clearly define limits, costs, and next steps for growth.
- b. Work with neighbouring communities to apply for grant funding to support water system upgrades and expansion.
- c. Phase water improvements over time to match growth and reduce upfront cost.
- d. Review and update servicing plans for new development areas to ensure they are ready for use.

5. Build Local Capacity and Leadership
 - a. Create a simple economic development committee with council, staff, and local members to guide action.
 - b. Follow the below, or utilize the below, to create a clear 3–5 year action plan with priority projects and timelines.
 - c. Strengthen partnerships with nearby communities to share resources and support joint projects.
 - d. Improve the village website and social media with clear “Invest in Warner” and “Live in Warner” pages.
 - e. Track and report on key progress (housing, business, projects) to keep momentum and accountability.

7.0 Performance Measures

The following example performance measures may be utilized by your municipality to track your project’s progress alongside the goals. We provide these here as instructive examples to help you action metrics around each project. If you choose to, you may also take these measures as they are.

1. Use and Grow Local Assets
 - a. By the end of 2027, the community will increase use of the arena by adding at least 3 new events or rentals per year and growing total bookings by 20%, with progress reviewed each year to adjust event types and timing.
 - b. By mid-2029, the community will create and run a yearly event or festival that draws at least 200–400 visitors from outside the village, with a goal to grow attendance over time and track local spending impacts each year.
 - c. By 2031, the community will improve use of key assets so that at least 3 spaces that were underused are active with regular programming, tenants, or events, with annual review of use and outcomes.
2. Support Housing and Land Development
 - a. By the end of 2028, the community will support the development of at least 5–10 new housing units by offering simple incentives (such as tax breaks, reduced fees, or discounted lots), forming partnerships with builders and housing groups, and making it easier for private builds through clear approvals and flexible zoning. The community will also actively market available lots and connect builders to opportunities, with progress tracked each year through permits, housing starts, and completed units, and adjusted based on results.
 - b. By mid-2029, the community will have at least one active program or partnership in place to market and develop vacant residential lots, with a goal to reduce the number of undeveloped serviced lots by 25%, reviewed each year.
 - c. By 2028, the community will support a mix of new housing types, such as single homes, modular homes, and smaller or workforce units, with a goal of adding 10–20 new units by 2023. This will include updating bylaws to allow flexible housing types and sizes,

recognizing that traditional home building for profit is often not viable in small communities, and that gradual, adaptable growth is needed, with progress reviewed based on demand and funding.

3. Strengthen Local Business and Main Street

- a. By the end of 2027, the community will engage with at least 75% of local businesses to better understand needs, challenges, and growth plans. Results will be reviewed each year and used to guide local actions, support, and economic development plans.
- b. By mid-2029, the community will support the expansion or opening of 2–4 in key service areas such as food, retail, or trades. Support may include helping with permits, connecting businesses to funding or training, promoting opportunities, and working with partners to reduce start-up barriers, with progress tracked through business counts and activity.
- c. By 2031, the community will reduce vacant commercial space on Main Street by at least 25% by actively promoting available spaces, encouraging temporary or shared uses (such as pop-ups or home-based business transitions), and supporting building improvements or flexible use options. Progress will be reviewed each year through occupancy rates and business activity.

4. Improve Infrastructure for Growth

- a. By early 2028, the community will complete a clear water capacity and upgrade plan that outlines current limits, future needs, and costs, with updates reviewed every 2 years.
- b. By 2030, the community will secure at least one major grant or funding source to support water system improvements, using support from partners to strengthen applications and improve success rates. Progress will be tracked through applications submitted and funding secured.
- c. By 2033, the community will complete phased water upgrades that support new housing and business growth, with progress measured by increased development capacity and reviewed regularly.

5. Build Local Capacity and Leadership

- a. By early 2027, the community will have a clear 3–5 year action plan in place with priority projects and timelines, with progress reviewed and updated each year.
- b. By the end of 2028, the community will improve its ability to secure outside funding by applying for at least 2–4 grants per year. The goal is to secure funding for key projects over time, with yearly tracking of applications and outcomes.
- c. By mid-2029, the community will build stronger regional partnerships by working with nearby communities and organizations to complete at least 2 joint projects or initiatives, such as shared events, joint funding applications, tourism promotion, or service sharing. Progress will be reviewed each year based on partnerships formed and projects completed.
- d. By the end of 2027, the community will improve its online presence with clear “Live” and “Invest” pages and regular updates, with a goal to increase inquiries and track engagement

each year.

8.0 Informing Next Steps

8.1 How to Use This Document

This Community Economic Development Plan is designed to be a practical, flexible tool that supports long-term decision making for your municipality. It is not intended to replace your Municipal Development Plan, capital plans, or strategic priorities. Instead, it provides a structured set of projects and strategy areas that can be woven into your existing planning cycles in a way that fits local capacity, budgets, and council direction.

Municipalities should use this document as a reference guide to help:

- Identify clear, achievable projects that align with local needs and opportunities.
- Prioritize actions based on available resources, urgency, and long-term impact.
- Strengthen internal planning by integrating economic development considerations into capital planning, budgeting, and service delivery.
- Provide council, staff, and community partners with a common understanding of economic goals and why these goals matter.
- Track progress through the performance measures in Section 7.0 and adapt actions as conditions change.

Each strategy area and proposed project is intentionally written to be modular. Municipalities can adopt projects at their own pace, sequence them, or expand them based on new capacity, partnerships, or funding opportunities. The plan is meant to evolve alongside your community.

8.2 Moving from a Plan to Action

Successful economic development happens when communities take consistent, incremental steps over time. This document provides a roadmap for those steps. Municipal staff and council can begin by identifying:

1. Immediate actions that can be started with existing resources.
2. Medium-range projects that may require planning, grant funding, or partnerships.
3. Long-term initiatives that depend on future infrastructure, land availability, or larger investments.

SouthGrow encourages municipalities to choose one or two manageable actions to begin with, establish internal champions for each project, and revisit progress annually. This helps maintain momentum while preventing staff overload.

8.3 Coaching and Support from SouthGrow

These plans were developed through research, stakeholder consultation, and SouthGrow's long-

standing knowledge of regional trends. However, the real value emerges through implementation. SouthGrow is available to assist municipalities by:

- Helping refine project ideas into clear, measurable goals.
- Supporting the development of SMART objectives linked to council priorities.
- Coaching staff on how to move projects from concept to operational planning.
- Reviewing proposed initiatives to ensure alignment with economic development best practices.
- Providing guidance on grant opportunities, partnerships, and sequencing.
- Offering quarterly or on-request check-ins to track progress and troubleshoot challenges.

This coaching model ensures that communities are not left to execute the plan alone. SouthGrow remains an active partner in helping municipalities understand why each project matters, how to implement it effectively, and how to measure success over time.

Importantly, SouthGrow has a Regional Economic Development Officer employed through 2028 to work directly with your council and staff on these coaching activities.

8.4 Adapting the Plan Over Time

Economic conditions, resources, and community priorities change. Municipalities should revisit this plan annually and after major events such as infrastructure funding announcements, development proposals, or leadership changes. As new opportunities arise, projects can be added, removed, or adapted. The plan is designed to be a living document that grows with your community. SouthGrow is here with our expertise to help and advise on how you can pivot and change over time.

8.5 The Path Forward

By combining clear project ideas, community-informed insights, and ongoing coaching, this plan provides a practical framework for sustainable community growth. Municipalities that use the document consistently and collaboratively will be better positioned to improve service readiness, attract investment, diversify their economy, and enhance quality of life for residents.

SouthGrow looks forward to working alongside your municipality as you move from planning to action.



Request for Decision Financial Report

RECOMMENDATION

That the Financial Report for the period ending August 31, 2026 be accepted as information.

STRATEGIC ALIGNMENT

Pillar 2: Fiscal Responsibility

The financial position of Warner is secure, where service levels are aligned with budget, a commitment to long-term debt repayment, and growing reserves.

Fiscal Responsibility reflects the reality that Warner operates within a limited and often unpredictable financial environment. The Village faces ongoing pressure to maintain infrastructure, deliver services, and meet community expectations while keeping taxes affordable and avoiding undue financial risk.

This pillar emphasizes disciplined financial management, long-term planning, and alignment between service levels and available resources. It recognizes that financial sustainability is not achieved through short-term decisions, but through consistent, deliberate choices that balance current needs with future obligations.

LEGISLATIVE AUTHORITY

Municipal Government Act
Signing Authority Policy 201
Procurement Policy 204

BACKGROUND

The year-to-date operating budget is presented 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

1. Cheque Register



VILLAGE OF WARNER

Page 1 of 1

Cheque Listing For Account Payable

2026-Sep-1
2:04:40PM

Cheque #	Cheque Date	CEO	CAO	Vendor #	Vendor Name	Amount
						Batch # 18103
20260216	2026-08-12			638	Alberta Municipal Services Corporation	4,850.31
20260217	2026-08-12			5	AMSC Insurance Services Ltd.	3,229.72
20260218	2026-08-12			79	CHIEF MOUNTAIN	6,182.48
20260220	2026-08-12			1175	DE LAGE LANDEN FINANCIAL, SERVICES CANADA INC.	303.45
20260221	2026-08-12			1245	DRILAND FEEDERS	208.84
20260222	2026-08-12			1236	FLO	1,484.70
20260223	2026-08-12			1103	JB LINES	6,042.75
20260224	2026-08-12			121	M & R LUMBER CO. LTD.	27.24
20260225	2026-08-12			1007	MICROAGE	462.00
20260226	2026-08-12			1240	MINTY PINE SANITATION SOLUTIONS LTD.	157.50
20260227	2026-08-12			1244	MPE ENGINEERING LTD.	14,880.00
20260228	2026-08-12			219	TELUS	385.64
20260229	2026-08-12			172	TOWN OF MILK RIVER	2,012.00
20260230	2026-08-12			309	Warner Elks Lodge #222	200.00
20260231	2026-08-12			1214	WARWICK PRINTING CO LTD.	490.51
20260232	2026-08-12			643	Xerox Canada	289.10
						41,206.24
						Batch # 18111
20260233	2026-08-12			90	County of Warner #5	2,771.74
						2,771.74
						Batch # 18244
20260235	2026-08-27			408	Brandt Tractor Limited	283.42
20260236	2026-08-27			1246	CONX WIRELESS	7,021.20
20260237	2026-08-27			1247	CRONKHITE , JAYLEN	1,500.00
20260238	2026-08-27			1152	KOST FIRE EQUIPMENT LTD.	1,314.60
20260239	2026-08-27			97	LA POWER SYSTEMS - DRAIN MASTER/LA NEON	1,320.38
20260240	2026-08-27			1244	MPE ENGINEERING LTD.	36,728.09
20260241	2026-08-27			338		
20260242	2026-08-27			50	SouthGrow Regional Initiative	500.00
20260243	2026-08-27			219	TELUS	81.81
20260244	2026-08-27			1204	TNS BUSINESS CENTRE LTD.	313.74
20260245	2026-08-27			403	Town of Raymond	653.37
20260246	2026-08-27			1131	WARNER FIREMAN'S SOCIETY	5,000.00
20260247	2026-08-27			1133	WASTE CONNECTION OF CANADA	412.65
						55,576.96
						Total 99,554.94

*** End of Report ***



Request for Decision Municipal Enforcement Report

RECOMMENDATION

That the Municipal Enforcement report for the period ending August 31, 2026, be accepted as information.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

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



Cases by Offence

RRCPO

Date Range 08-01-26 00:00:00 - 08-31-26 23:59:59
Print Date 09-08-26 08:34:59 TZ Canada/Mountain

RRCPO / RRPSS

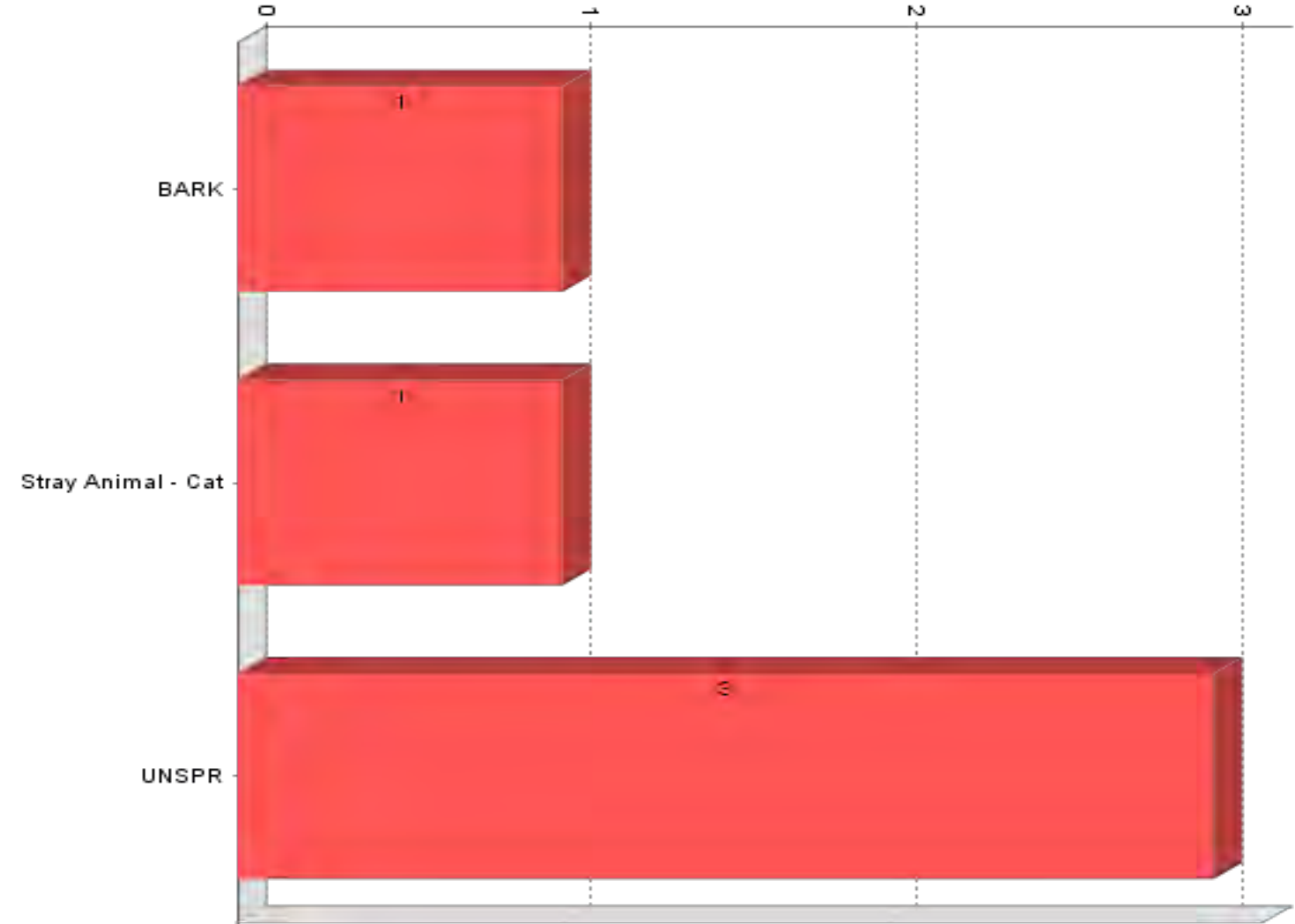
Offence ID	Offence Description	Community	Total
BARK	DOG BARKING	WARNER	1
STRAY ANIMAL -	STRAY ANIMAL	WARNER	1
UNSPR	UNSIGHTLY PREMISES	WARNER	3
Total			5

Cases by Offence Audit

Case #	Incident Dispo	Location
RR-26-0409	Draft	
RR-26-0411	Closed	
RR-26-0412	Active	
RR-26-0413	Open	
RR-26-0420	Closed	

1 / 2

RRCPO / RRPSS



2 / 2



Request for Decision Chief Administrative Officer Report

RECOMMENDATION

That the Chief Administrative Officer report for the period ending August 31, 2026, be accepted as information.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

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 August 2026

- Council meeting preparation
- Council meeting attendance
- Council minutes and highlights for newsletter. Copies of newsletter at grocery store.
- MPC meeting preparation
- MPC meeting attendance
- Meetings/communication (walk in, email and phone)
- Bi-Weekly staff meetings
- Bylaw work
- Policy work
- Development inquiries/meetings
- Follow up correspondence regarding development permits
- Updates from CPO's (when applicable)
- Development Permit processing – 15 permit applications (signs, sheds, garage, change of use, shipping containers, deck)
- Council queries
- Resident queries
- Attend Seniors Coffee
- File migration from individual computers to a shared server file
- Water shut offs
- Project Coordination meetings with engineer and cohort for the regional asset management program
- Regional Asset Management Team meeting with the province to provide update
- Registration for the Expanded Professional Certificate in Infrastructure Financial Management
- Bank reconciliations
- Meeting with website developer
- Public Works Labourer position created
- Collective Waste Solutions meet and greet
- Ice rental fee research
- Hangar lease fee research
- AB Municipalities Convention Registration
- Property Tax payment receipts and penalty

<u>Motion</u> <u>Carried 2023-</u> <u>261</u>	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."	signs arrived
<u>Motion</u> <u>Carried 2025-</u> <u>198</u>	Moved by Councillor Toovey, seconded by Deputy Mayor Kirby, "that Council approve a maximum amount of \$6,000.00, plus the asphalt patching repair (to be completed in the next patching rotation) towards a sewer service line repair work for roll 6700."	On hold
<u>Motion</u> <u>Carried 2025-</u> <u>215</u>	Moved by Councillor Baron, seconded by Councillor Koehn, "that Council direct administration to research the feasibility of above ground treated water storage."	WIP - part of the ACP AM Project
<u>Motion</u> <u>Carried 2025-</u> <u>253</u>	Moved by Deputy Mayor Baron, seconded by Mayor Lindsay, "that Council directs administration to investigate the costs of both 4' and 8' LED lights and quote to change them out with parts for the library, council chambers and dressing rooms 1 and 2 at the civic centre."	WIP
<u>Motion</u> <u>Carried 2025-</u> <u>254</u>	Moved by Councillor Glendinning, seconded by Deputy Mayor Baron, "that Council approve the Village to pay for the trench rental for the irrigation install and that the Village pay for the install of bollards around the RV sewer dump station."	Irrigation Installed
<u>Motion</u> <u>Carried 2025-</u> <u>257</u>	Moved by Mayor Lindsay, seconded by Deputy Mayor Baron, "that Council direct administration to develop an action plan for all staff, with priority on the civic centre staff."	WIP
<u>Motion</u> <u>Carried 2025-</u> <u>258</u>	Moved by Mayor Lindsay, seconded by Councillor Fewer, "that Council allocate up to \$10,000 from accumulated surplus to provide additional cameras with video and sound for the civic centre."	WIP
<u>Motion</u> <u>Carried 2025-</u> <u>283</u>	Moved by Mayor Lindsay, "that Council directs administration to consolidate Bylaws 529-11, 211, and 232 into one traffic bylaw."	WIP
<u>Motion</u> <u>Carried 2026-</u> <u>11</u>	Moved by Councillor Fewer, "that Council direct Administration to amend the Boulevard Trees and Shrubs Bylaw."	WIP
<u>Motion</u> <u>Carried 2026-</u> <u>12</u>	Moved by Mayor Lindsay, "that Council direct Administration to research cat licensing from the community comparables and communities in southern Alberta and consolidate bylaws 616-23 and 619-23 into one bylaw."	Cat License Research Complete

<u>Motion Carried 2026</u> <u>15</u>	Moved by Mayor Lindsay, "that Council direct administration to research amongst community comparables and communities in southern Alberta regarding sewer connections and responsibilities and bring back to a future council meeting."	WIP
<u>Motion Carried 2026</u> <u>54</u>	Moved by Mayor Lindsay, "that Council accept the offer to purchase Block 15, Lot 56, Plan 1911323 as information. Council further directs Administration to discuss the decision with the offeror noting the proper advertising requirements and process for land disposal through the Municipal Government Act and to list the property for sale as per the Municipal Government Act."	On hold
<u>Motion Carried 2026</u> <u>113</u>	Moved by Deputy Mayor Baron, "that Council recess the public hearing for the Lane Closure Bylaw 654-26 to a date to be determined."	Recessed - Resume at October meeting
<u>Motion Carried 2026</u> <u>163</u>	Moved by Mayor Lindsay, "that Council directs administration to add provisions to section 1.17 of the Employee Handbook regarding accountability."	Complete
<u>Motion Carried 2026</u> <u>175</u>	Moved by Deputy Mayor Baron, "that Council include a \$5.00 per capita donation towards the Bringing Hearts Home campaign for the 2027 operating budget."	2027 Budget
<u>Motion Carried 2026</u> <u>183</u>	Moved by Mayor Lindsay, "that Council directs administration to contact the property owners of the 7 th Avenue vacant lots to discuss the unsightly premises with a deadline for compliance of September 1, 2026."	Complete
<u>Motion Carried 2026</u> <u>191</u>	Moved by Mayor Lindsay, "that the Oldman River Regional Services Commission Services Agreement be tabled to the September meeting and direct administration to calculate the new membership formula comparing to the current."	Complete
<u>Motion Carried 2026</u> <u>192</u>	Moved by Mayor Lindsay, "that Council direct Administration to research ice rental fees."	Complete
<u>Motion Carried 2026</u> <u>195</u>	Moved by Mayor Lindsay, "that Council direct administration to engage hanger lessees and event renters regarding airport use and to research hanger lease fees."	Complete
<u>Motion Carried 2026</u> <u>199</u>	Moved by Mayor Lindsay, "that Council accept the legal opinion and instruct administration to have enforcement resume activities as it relates to the unlicensed dogs."	Complete



Request for Decision Council Committee Reports

RECOMMENDATION

That the committee reports for the period ending September 16, 2026, be accepted as information.

STRATEGIC ALIGNMENT

Pillar 4: Communication

Based on community feedback, residents feel informed, engaged, and actively participate in the prosperity of the Village.

Communication emerged through the planning process as a critical enabling function that supports all other strategic priorities. Feedback from Council and the community consistently highlighted the importance of clear, consistent, and accessible communication in building trust, improving understanding of municipal decisions, and encouraging community participation.

This pillar recognizes that effective communication is not simply about sharing information, but about creating clarity, reducing misunderstanding, and strengthening relationships within the community. In a small municipality, where informal communication is common, the need for structured, reliable communication becomes even more important

LEGISLATIVE AUTHORITY

Municipal Government Act
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. Warner Revitalization Society
2. Milk River Health Professionals Attraction and Retention Committee
3. Chinook Arch Regional Library System
4. Oldman River Regional Services Commission
5. Family & Community Support Services

WARNER REVITALIZATION SOCIETY
GENERAL MEETING
JUNE 2, 2026
WARNER SENIORS CENTER

PRESENT: Amanda Wiskerke, Tanner Baron, Cassie Brower, Rodger Shewkenek, Marj Cronkhite, Paula Doenz, Amy Omelusik, Jen Hall, Vicki L'heureux, Beth Punga, Chris Taylor, Cindy Taylor, Amy Son, Diane McKenzie, Carol Cronkhite, Dan Court.

REGRETS: Val Lagler.

Call to order: Chair/President called the meeting to order at 6:34pm.

Agenda was presented. Motion by Carol to adopt the agenda as presented. Carried.

Minutes from the May 12, 2026 general meeting were presented.

Motion by Carol to adopt the minutes as presented. Carried.

Treasurer's Report: (attached)

Marj noted that she is ready to do year end.

Motion by Marj, to accept her report as presented, Second Paula. Carried.

Business arising from the May 12 minutes.

- a. Wood Chipper: Rodger reported some interest in the chipper but no solid offer, as yet. Starting price was \$1300, he has dropped it to \$1200 and if no interest then he will keep dropping the price until it is sold. He noted that a new, comparable sized chipper, at Princess Auto, is selling for \$900 but wasn't sure if it was as good as the one we have.
- b. Minor Hockey/Arena Group participation: Diane has talked to Bob Wills about their possible participation ideas. With Ken Sutton not bringing his food trailer, this year, Bob suggested that they could fill that gap, somehow. The Arena Group suggested that they could run a concession by the Riding Arena and sell snacks and non-alcoholic beverages and could possibly hire the trip club to run it. The idea was approved, whole heartedly.
- c. A discussion was held on the \$500 Community Foundation Grant grant that the Arena Group received. On behalf of the group, Cassie Brower has requested a possible donation of \$1000 from the Revitalization Society to help cover concession supplies and the candy gifts for Mutton Busting and Goat Undecorating. Sponsorship for everything else has been covered but noted that it has been hard to get support due to the ongoing fundraising for the Tri Community Child Care Facility. She noted that between \$300-\$400, per each participating age group, has been donated from area people to cover prizes for the Arena events. There was some confusion as to whether or not the \$500 grant money had come from the Revitalization Society, Diane clarified that the grant was separate from the WRS and would not be part of the \$1000 requested.

Motion: by Paula that we donate \$1000, to the Warner Riding Arena group, to cover costs for Warner Day. Second: Amy O. Carried.

Our Society has requested an official letter of request for the donation. (attached)

d. Community Foundation Grant;

Diane briefed the group on what the Community Foundation Grant was.

This year marks the 60th (Diamond Anniversary) of the Community Foundation. In recognition of the occasion, the CF created a grant to celebrate community events. Christine Doenz, who has written a lot of grants for the Tri Community Child Care Initiative, saw it with about 2 days to apply. The Tri Community Child Care Society already has an agreement with the Village to apply for grants, together, which they have to have officially to apply to the Community Foundation. She looked at last year's agenda to see what events took place on Warner Day and she based her application on that list. She wrote all that into the grant and applied to help everyone who participated, in Warner Day, last year. The sole intention of the grant application was to bring additional funding into the community to create an outstanding Warner Day event, for everyone to enjoy. The event must support a free, family friendly event that is inclusive to everyone. The CF Grant was for \$60,000 total and was awarded to 10 different events around the south, garnering \$6000 for each awarded applicant; Warner Day was one of those 10 applicants. No single club or participating group on Warner Day, got more than any others. Once the application goes in, any changes to the approved line up or duplicate events could negate the original grant. CF are very particular about sticking with what the grant was applied for, that you do what you applied for and they will have representatives here on Warner Day. Failure to comply with requirements could result in the repayment of grant funds. They do ask that all advertising have the Community Foundation Logo, attached. Christine did talk to all participants who were included in the grant, prior to applying. Carol noted that the CF has numerous grants that can be applied for and that Warner does not apply enough and urged local groups to apply. They are helpful in filling out the applications.

New Business:

a. Insurance for Warner Day:

Paula will contact D&S, for the insurance. The Arena Group asked if they need additional insurance, Paula will ask about this, as well.

Other Business:

a. Bathrooms at Ball Diamond:

Carol was approached about the bathrooms at the ball diamond which are, dangerously, in disrepair. Is our group responsible for them or is the Village? Dan noted that they are under Village jurisdiction and he will bring this up at the next Village meeting. Two Porta Potties have been brought in, until repairs can be made to the existing bathrooms. Carol noted that two additional Porta Potties and wash stations have been arranged for, for Warner Day. Should Carol write a

letter on behalf of the Arena Group and the WRS, with our concerns. Dan said he will just bring it up at the next council meeting.

- b. Lions Breakfast: Beth wanted to clarify that, aside from the pancake flour which is donated, all costs for the Lions Breakfast are incurred by the Lions Club and that they shop locally for their supplies. She noted that the donations that come in, that morning, are close to break even and in 2025, the breakfast brought in \$1370 and in 2024, it brought in \$915. Carol noted that when the Lions Club brings in money for their events, the money goes directly back into supporting other community events. Case in point: the proceeds of their Valentines Breakfast went toward the Tri Community Child Care Initiative.
- c. Branding/promoting our community: Dan.
Dan led a short discussion on how we can brand/promote our community by working on our strengths and possibly creating a Logo. He also commented on the fact that other towns have been represented in each others' celebrations and he would like to see us participate in that way. Carol read a letter that she sent to Towns of Stirling, Raymond, Milk River and Coutts, inviting a representative of their towns to take part in our parade, in some way and possibly stay to take in events and activities throughout the day. She also sent a letter to the Kelly Lloyd, inviting a Village of Warner representative to take part in the parade.

Next Meeting: September 8, 6:30pm at the Warner Sr. Center

Adjourn: Diane adjourned at 7:09

Final planning meeting for Warner Day, followed.

Warner Day Final Planning

- Lions Pancake Breakfast
- Farmers Market
- Open Market in the Park
- Parade
- Car Show
- Food: Store, Hamburgers at the Hotel Beer Garden
- Kids/family games and the FCSS trailer
- Beer Garden
- Battle of the Bands
- Horseshoe tournament: Ages 16 and over. \$20.00 entry fee Jen gave permission to publicize her contact information to register.
- The Beer Parlor Project: they celebrate small town hotel bars. They do a photo documentary and record memories of some of the attendees. They finally put the pictures into a book. They have a website that can be checked out.
- Hotel is donating some beer on tap, donating the proceeds to the Childcare Initiative.
- Gymkhana events and snack concession at the Arena, north of the ball diamond.
Mutton busting, goat undecorating, pole bending and barrel racing.

Best ways to advertise the day: Facebook, Instagram, Radio, Global and CTV, posters, community bulletin boards, community newsletters, personal communication (word of mouth). Diane noted that we created an event page for Warner Day. Diane is the admin and therefore has to be “friended” to view. People who are going to other communities, before Warner day can take posters, Cyndal offered to take posters to Taber. Amy O will take more to Raymond. Diane will get more posters and itinerary done.

Discussion was held on how to get the youth/teenagers involved. They have previously been approached to do a ball tournament, 3 on 3 basketball, etc. It was noted that it is hard to get them involved as school is out.

Paula noted that the wording on the Electronic sign says that Warner Day is being sponsored by the Tri Community Childcare Society. Carol will call Kelly, Tyrone Cheeseman is doing the sign, at the present time.

Diane noted that the Clays and Fairways event is taking place, on June 5.

Meeting dismissed at 7:33pm

Milk River Health Professionals Attraction Retention Committee
Financial Statement
As At July 31, 2026

Chequing Account Balance As At June 30, 2026			\$ 12,282.32
Income in July			
Statement Fee Refund from June		\$ 4.00	
GIC Interest		\$ 125.00	
GIC Matured		\$ 5,000.00	
Bank Interest		\$ 0.15	
Total Income			\$ 5,129.15
Expenses in July			\$0.00
Chequing Account Balance As At July 31, 2026			\$ 17,411.47
Bank Balance As At July 31, 2026			\$ 17,411.47
GIC's As At July 31, 2026	Maturity Date	Int Rate	Balance
22460844510 Redeemable	09-Mar-27	2.35%	\$ 5,335.84
Total Funds As At July 31, 2026			\$ 22,747.31

BOARD REPORT



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - August 6, 2026

Alberta Libraries Act and Regulation - Update

The Government of Alberta recently passed changes to the Alberta Libraries Act and Regulation. The changes to the Regulation, passed by Ministerial Order on June 29, 2026, will require all Alberta libraries to restrict access to certain materials based on age. Materials meeting the government's criteria must be kept in an area that is physically separate from other library resources, and where staff can control access to said materials. Library boards will be required to have policies and procedures in place by January 1, 2027. Chinook Arch will be assisting member library boards in addressing the significant challenges associated with complying with the Regulation.

Summer Fun with the Summer Reading Program Coordinators

The 2026 Summer Reading Program Coordinators have had a busy summer! Jayden and Steele travelled across the Chinook Arch region and hosted a variety of programs with aquatic themed stories, games, and crafts. They also organized and ran the Summer Reading Book Bingo filled with fun tasks for readers to complete!



LIBRARY

26 libraries visited

45 programs delivered



**Over 600 book bingo
entries received**

Board Members Present

Corry Walk - Village of Arrowwood
Jane Johnson - Village of Barnwell
Belinda Rempel - Village of Barons
LeGrande Bevans - Cardston County
Blanche Anderson - Village of Carmangay
Judy Perkin - Village of Champion
Brad Schlossberger - Town of Claresholm
Jason Beekman - Town of Coaldale
Lori Harasem - Town of Coalhurst
Stephen A. Pain - Village of Coutts
Doreen Glavin - Municipality of Crowsnest Pass
Jim Monteith (Treasurer) - Town of Fort Macleod
Suzanne French - Village of Hill Spring
Al Beeber - City of Lethbridge
Marie Logan (Vice Chair) - Village of Lomond
Darryl Christensen (Chair) - Town of Magrath
Dorothy Fraser - Town of Milk River
JoAnne LeBlanc - Village of Milo
Amanda Bustard - Town of Nanton
Melissa Jensen - Town of Nobleford
Philip Mack - Town of Picture Butte
Mark Barber - Town of Pincher Creek
Kate Kindt - Town of Raymond
Chelsey Hurt - Town of Stavely
Naomi Wiebe - Town of Taber
Tamara Miyanaga - Taber MD
Marilyn Forchuk - Town of Vauxhall
Lorraine Kirk - Town of Vulcan
Doug Logan - Vulcan County
Derek Baron - Village of Warner
David Nilsson - Warner County
Barbara Clay - ID of Waterton
Maryanne Sandberg - Willow Creek MD

Regrets

Tim Court - Town of Cardston
Kevin Slomp - Lethbridge County
Allan Quinton - LPL Resource Centre

Not Present

John Doney - Village of Glenwood
Tony Bruder - Pincher Creek MD
Stacey Maynes - Village of Stirling

2027 Operating Budget

In April, the Board passed a resolution to increase the Chinook Arch municipal levy to \$8.17 per capita from \$7.76. In order for the increase to take effect, it must be approved by two thirds of member councils representing two thirds of the total service population. As part of its 2027 budget deliberations, the City of Lethbridge declined the levy request, meaning that the two thirds population threshold cannot be met. The member levy for all member municipalities for 2027 will therefore remain at \$7.76. Letters will be sent to member municipalities informing them of their expected fees for 2027. For most members, it is expected that the fee will be unchanged from the current year.

Policies Approved

The board reviewed and approved the following policies. All board policies are reviewed once every three years, or as necessary. All policies can be found on the Chinook Arch website at <https://chinookarch.ca/about-us/board-policies>.

- Information Technology
- Artificial Intelligence
- Grievance Procedures
- Continuing Education, Board Members
- Continuing Education, Staff
- Records Management Schedule

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca



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chinook.arch7](https://facebook.com/chinook.arch7)



[@chinooklibs](https://www.instagram.com/chinooklibs)



OLDMAN RIVER REGIONAL SERVICES COMMISSION

EXECUTIVE COMMITTEE MEETING MINUTES
June 11, 2026; 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, June 11, 2026, at 6:00 pm, in the ORRSC Administration Building.

Attendance

Executive Committee

Christopher Northcott, Chair
Neil Sieben, Vice Chair
Evan Berger
Randy Bullock
David Cody
Brad Schlossberger
Dean Ward

Staff

Tracy Thomas, Chief Administrative Officer
Raeanne Keer, Executive Assistant
Stephanie Sayer, Accounting Clerk

Chair Northcott called the meeting to order at 6:01 pm.

1. APPROVAL OF AGENDA

Moved by: David Cody

THAT the Executive Committee adopts the June 11, 2026 Executive Committee Meeting Agenda, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Brad Schlossberger

THAT the Executive Committee approves the April 11, 2026 Executive Committee Meeting Minutes, as amended.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. PRESENTATIONS

There were no presentations at this meeting.

5. ACTION ITEMS

There were no Action Items at this meeting.

6. ADMINISTRATION & FINANCE

6.1 Subdivision Activity

R. Keer presented the May 2026 Subdivision Activity Report, highlighting the high number of applications and proposed lots, with the year-to-date revenue.

There was no motion as this was for information purposes only.

6.2 Financial Report – March 2026

S. Sayer presented the Financial Reports as of March 31, 2026

Moved by: Evan Berger

THAT the Executive Committee approves the Financial Reports as of March 31, 2026, as presented.

CARRIED

6.3 Financial Report – April 2026

S. Sayer presented the Financial Reports as of April 30, 2026.

Moved by: Dean Ward

THAT the Executive Committee approves the Financial Reports as of April 30, 2026, as presented.

CARRIED

Moved by: Randy Bullock

THAT the Executive Committee moves into Closed Session in accordance with Section 22 and 29 of the *Access to Information Act*.

CARRIED AT 6:11 PM

R. Keer left the meeting at 6:12 PM

7. CLOSED SESSION

7.1 Revised Organizational Chart

Section 29: Advice from Officials of the *Access of Information Act*

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 7.1 Revised Organizational Chart: T. Thomas and S. Sayer.

7.2 Salary Grid Implementation

Section 29: Advice from Officials of the *Access of Information Act*

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 7.2 Salary Grid Implementation: T. Thomas and S. Sayer.

7.3 2027 Budget Deliberations

Section 29: Advice from Officials of the *Access of Information Act*

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 7.3 2027 Budget Deliberations: T. Thomas and S. Sayer.

S. Sayer left the meeting at 7:00 PM.

7.4 Personnel Discussion

Section 22: Confidential Evaluations of the *Access of Information Act*

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 7.4 Confidential Evaluations: T. Thomas.

Moved by: David Cody

THAT the Executive Committee moves into Open Session.

CARRIED AT 7:50 PM

Moved by: Neil Sieben

THAT the Executive Committee approves the revised Organizational chart, as presented.

CARRIED

Moved by: Brad Schlossberger

THAT the Executive Committee approves the salary grid, as presented.

CARRIED

8. **ROUND TABLE DISCUSSIONS**

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

9. **ADJOURNMENT**

Moved by: Evan Berger

THAT the Executive Committee closes the meeting.

CARRIED AT 8:33 PM



CHAIR



CHIEF ADMINISTRATIVE OFFICER



SPECIAL EXECUTIVE COMMITTEE MEETING MINUTES
June 24, 2026; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Wednesday, June 24, 2026, at 6:00 pm, in the ORRSC Administration Building.

Attendance

Executive Committee

Christopher Northcott, Chair
Neil Sieben, Vice Chair
Evan Berger
Randy Bullock
David Cody
Brad Schlossberger
Dean Ward

Staff

Tracy Thomas, Chief Administrative Officer
Stephanie Sayer, Accounting Clerk

Chair Northcott called the Special meeting to order at 6:06 pm.

1. APPROVAL OF AGENDA

Moved by: Brad Schlossberger

THAT the Executive Committee adopts the June 24, 2026 Special Executive Committee Meeting Agenda, as presented.

CARRIED

Moved by: Randy Bullock

THAT the Executive Committee moves into Closed Session in accordance with Section 29 of the *Access to Information Act*.

CARRIED AT 6:07 PM

2. CLOSED SESSION

2.1 Municipal Membership

Section 29: Advice from Officials of the *Access of Information Act*

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 2.1 Municipal Membership: T. Thomas and S. Sayer.

Moved by: Neil Sieben

THAT the Executive Committee moves into Open Session.

CARRIED AT 7:36 PM

Moved by: Dean Ward

THAT the Executive Committee directs Administration to prepare and send letters to Lethbridge County and the Town of Coalhurst, as discussed by the Executive Committee

CARRIED

Moved by: Evan Berger

THAT the Executive Committee directs Administration to prepare a letter for the Chair of the Board to send to Lethbridge County and the Town of Coalhurst, requesting the opportunity for representatives of the Executive Committee to attend the next available Council meeting, or another Council meeting in the near future, to discuss matters related to their withdrawal from ORRSC.

CARRIED

3. ADJOURNMENT

Moved by: Randy Bullock

THAT the Executive Committee closes the meeting.

CARRIED AT 7:38 PM



CHAIR



CHIEF ADMINISTRATIVE OFFICER

Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, June 3, 2026
Coaldale Hub (2107-13th Street)

Attendance

In-person

Degenstein, Dave – Town of Milk River, Board Chair
Chapman, Bill – Town of Coaldale, Vice-Chair
Firth, Carly – Town of Taber
Foster, Missy – Village of Barnwell
Glendinning, Ian – Village of Warner
Heggie, Jack – County of Warner
Norris, Nikole – Village of Stirling
Prince, Kyle – Village of Barons
Sayers, Mark – Lethbridge County
Stewart, Pam – Town of Raymond

Staff:

Morrison, Zakk – Executive Director
DeBow, Petra – Manager
Florence-Greene, Evelyn – Finance and HR Coordinator

Online

Feist, Teresa – Town of Picture Butte
Harasem, Lori – Town of Coalhurst
Jensen, Melissa – Town of Nobleford
Payne, Megan – Village of Coutts

Absent

Deleeuw, Shelley – Town of Vauxhall
Torrie, David – M.D. of Taber

Call to Order

D. Degenstein called the meeting to order at 4:33 p.m.

1. Approval of Agenda

M. Sayers moved the Board to approve the agenda as presented.

Carried

K. Prince entered the meeting at 4:33

2. Delegation

a) Community Needs Assessment Update – Dr. Lars Hallstrom, Prentice Institute

Dr. Lars Hallstrom presented the final Community Needs Assessment report.

B. Chapman entered the meeting at 4:43.



The Board discussed the information provided.

The Board thanked Dr. Lars Hallstrom for the presentation.

M. Fedunec left the meeting at 5:10 p.m.

P. Stewart moved the Board to accept the Community Needs Assessment presentation for information.

Carried

Dr. Lars Hallstrom left the meeting at 5:13 p.m.

- b) Community Volunteer Income Tax Program Update – Becky Fitton, Community Services Supervisor
B. Fitton provided an update on the Community Volunteer Income Tax Program.

The Board discussed the information provided.

The Board thanked B. Fitton for the presentation.

B. Chapman moved the Board to accept the Community Volunteer Income Tax Program Update presentation for information.

Carried

Becky Fitton left the meeting at 5:27 p.m.

3. Minutes

J. Heggie moved the minutes of May 6, 2026, FCSS Board meeting be approved as presented.

Carried

4. Correspondence

- a) Correspondence Received

The following correspondence was presented for information:

- May 4, 2026 – FCSSAA Board Meeting Highlights.

C. Firth moved the Board to receive the correspondence as presented for information.

Carried

5. Reports

- a) Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- Summer Priority
 - Information Management Policies



- Reports
 - FRN Annual Activity Report is due on June 30, 2026.
 - FRN Final Activity Report is due on July 31, 2026.
 - FRN Annual Financial Statement is due on June 30, 2026.
 - FRN Annual Audited Financial Statement is due on June 30, 2026.

The Board discussed the Executive Director Report.

K. Prince moved the Board to approve the Executive Director's Report as presented.

Carried

b) Financial Report

Z. Morrison reviewed the Financial Report.

The Board discussed the Financial Report.

I. Glendinning moved the Board to approve the April 2026 Financial Report including:

- Financial statement – April 2026;
- Monthly accounts – April 1-30, 2026;
- ATB Financial Mastercard April 14, 2026, to May 12, 2026.

Carried

6. **New Business**

a) Proposed BEW FCSS Budget 2026

**Barons-Eureka-Warner FCSS
Budget
2026**

REVENUE

Provincial FCSS funding	1,493,200
Municipal Requisitions	467,151
Interest Income	40,000
Revenue Other	64,466
Family Resource Network (Children's Services)	658,500
RDN - Reaching Home Grant	99,980
Project Grant Funding	9,900
TOTAL	2,833,197

EXPENDITURES

Child & Caregiver Support	705,945
Community Development	170,994
Community Events	169,236
Community Outreach	305,394
Information & Referrals	173,729
Mental Health Promotion	420,241
Administration	119,277
Family Resource Network (Children's Services)	658,500
RDN - Reaching Home Grant	99,980
Project Grant Funding	9,900
TOTAL	2,833,197



The Board discussed the proposed 2026 Budget for Barons-Eureka-Warner FCSS.

B. Chapman moved the Board to approve the proposed 2026 Barons-Eureka-Warner FCSS Budget as presented.

Carried

Closed Session

B. Chapman moved the Board move in-camera, based on the Governance Policies Board Meeting in Absence of the Public, at 5:37p.m.

Carried

Evelyn Florence-Greene and Petra DeBow left the meeting at 5:37 p.m.

J. Heggie moved the Board back to regular session at 5:58 p.m.

Carried

M. Sayers moved the Board approve a retro-active 2% salary grid increase, effective April 1, 2026, applicable solely to permanent employees who were employed as of April 1, 2026. This increase shall exclude the position of Executive Director.

Carried

b) Executive Director Annual Evaluation – Evaluation Committee

The evaluation committee requires the Board Chair and three Board members to form a committee.

J. Heggie moved the Board to appoint D. Degenstein (Board Chair), K. Prince, M. Sayers and B. Chapman (Board Vice Chair) to the Executive Director Evaluation Committee.

Carried

The Executive Director Evaluation Committee will meet on Wednesday September 2, 2026, at 2:00 p.m. prior to the regular Board meeting.

D. Degenstein will send out the information to the Committee prior to the meeting.

c) Signing Authority

Z. Morrison requested that the Board authorize Becky Fitton, Community Services Supervisor, to be granted cheque signing authority in accordance with Administrative and Finance Policies, Section 6.6.

P. Stewart moved the Board to authorize the addition of Becky Fitton, Community Services Supervisor for signing authority effective June 3, 2026.

Carried



7. Round Table

The Board shared municipal updates.

8. Date of Next Meeting

The date of the next regular Board meeting will be September 2, 2026, at the Coaldale HUB (2107 – 13th St.) in person and online (via Teams) starting at 4:30 p.m.

9. Adjournment

J. Heggie moved the meeting to adjourn at 6:21 p.m.

Carried

D. Degenstein moved the meeting back into session at 6:22 p.m.

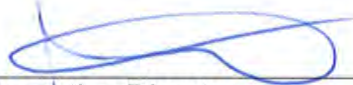
Carried

M. Sayers moved the meeting to adjourn at 6:23 p.m.

Carried



Chairperson



Executive Director



Date



Date



Request for Decision Correspondence

RECOMMENDATION

That the correspondence for the period ending September 16, 2026 be accepted as information.

STRATEGIC ALIGNMENT

Pillar 4: Communication

Based on community feedback, residents feel informed, engaged, and actively participate in the prosperity of the Village.

Communication emerged through the planning process as a critical enabling function that supports all other strategic priorities. Feedback from Council and the community consistently highlighted the importance of clear, consistent, and accessible communication in building trust, improving understanding of municipal decisions, and encouraging community participation.

This pillar recognizes that effective communication is not simply about sharing information, but about creating clarity, reducing misunderstanding, and strengthening relationships within the community. In a small municipality, where informal communication is common, the need for structured, reliable communication becomes even more important.

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. Alberta Libraries Act
2. Alberta Libraries Regulation



Province of Alberta

LIBRARIES ACT

Revised Statutes of Alberta 2000
Chapter L-11

Current as of May 14, 2026

Office Consolidation

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Note

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

Regulations

The following is a list of the regulations made under the *Libraries Act* that are filed as Alberta Regulations under the Regulations Act

	Alta. Reg.	Amendments
Libraries Act		
Libraries	141/98	282/99, 251/2001, 193/2003, 172/2007, 68/2008, 180/2013, 134/2018, 90/2024, 158/2025, 176/2026

LIBRARIES ACT

Chapter L-11

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HER MAJESTY, by and with the advice and consent of the
Legislative Assembly of Alberta, enacts as follows:

Definitions

1 In this Act,

- (a) “basic information service” means basic information service as defined in the regulations for the purposes of this Act;
- (b) “board” means a municipal library board, intermunicipal library board or library system board;
- (c), (d) repealed 2024 c7 s7;
- (e) “council” means

- (i) in the case of a city, town, municipal district, village, summer village or specialized municipality, the council;
 - (ii) in the case of a school authority, the board of trustees of school divisions under the *Education Act*,
 - (iii) in the case of a Metis settlement, the settlement council,
 - (iv) in the case of an improvement district, the Minister responsible for the *Municipal Government Act*, or
 - (v) in the case of a special area, the Minister responsible for the *Special Areas Act*;
- (e.1) “intermunicipal agreement” means an agreement described in section 10;
- (f) repealed 2024 c7 s7;
- (f.1) “intermunicipal library board” means an intermunicipal library board established or continued under Part 1, Division 2;
- (g) “library system” means a library system established, or a regional library continued, as a library system under Part 2;
- (h) “library system board” means a library system board established or continued under Part 2;
- (i) “Minister” means the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for this Act;
- (j) repealed 2024 c7 s7;
- (k) “municipal library” means a library that provides public library services under the control and management of a municipal library board or an intermunicipal library board;
- (k.1) “municipal library board” means a municipal library board established or continued under Part 1, Division 1;
- (l) “municipality” means municipality as defined in the *Municipal Government Act*;
- (m) “public library” means a municipal library or library system;
- (n) repealed 2024 c7 s7;
- (o) “school authority” means a school division.

RSA 2000 cL-11 s1;2006 c5 s2;2012 cE-0.3 s275;2024 c7 s7

Part 1 Municipal and Intermunicipal Library Boards

Division 1 Municipal Library Boards

Application

2 This Division applies to every municipal library board maintained in whole or in part by property taxes and

- (a) established under this Division, or
- (b) established or continued under section 3 as it read before the coming into force of this Division.

RSA 2000 cL-11 s2;2006 c5 s3;2024 c7 s7

Establishment and name

3(1) The council of a municipality may, by bylaw, establish a municipal library board.

(2) The council shall forward a copy of a bylaw made under subsection (1) to the Minister.

(3) On being established, the municipal library board is a corporation and shall be known as the “(Name of municipality) Library Board”.

(4) A municipal library board established under this Act prior to the coming into force of this section is continued with the name “(Name of municipality) Library Board”.

RSA 2000 cL-11 s3;2006 c5 s4;2024 c7 s7

Members

4(1) A municipal library board shall consist of not fewer than 5 and not more than 10 members appointed by the council of the municipality.

(2) A person who is an employee of a municipal library board is not eligible to be a member of that board.

(3) Not more than 2 members of the council of the municipality may be members of the municipal library board at the same time.

(4) A member of a municipal library board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council of the municipality passes a resolution stating that the member may be appointed as a member for more than 3 consecutive terms.

(5) Appointments to a municipal library board shall be for a term of up to 3 years.

(6) Notwithstanding subsection (5), the term of office of a member continues until a successor is appointed or the member is reappointed in accordance with subsection (4).

(7) Any vacancy on a municipal library board that reduces or will reduce the number of members of the board to a number less than 5 shall be filled by the council of the municipality as soon as reasonably possible.

RSA 2000 cL-11 s4;2024 c7 s7

Budget

5(1) Each year a municipal library board shall prepare a budget and an estimate of the money required during the next fiscal year to provide library services to the public.

(2) The budget and estimate shall be submitted to the council of the municipality by the date specified by the council.

(3) The council of the municipality may approve the estimate under subsection (1) in whole or in part.

RSA 2000 cL-11 s8;2006 c5 s5;2024 c7 s7

Financial records

6 A municipal library board shall

- (a) create and maintain complete and accurate financial records of the board's operations,
- (b) have a person who is not a member of the board and whose qualifications are satisfactory to the council of the municipality review the financial records each calendar year and prepare a financial report in a form satisfactory to the council, and
- (c) submit the financial report to the council of the municipality immediately after the report is completed.

RSA 2000 cL-11 s9;2006 c5 s6;2024 c7 s7

Library building and equipment

7(1) When money is required for the purpose of acquiring real property for the purposes of a building to be used for the provision of public library services or for erecting, repairing, furnishing or equipping a building to be used for the provision of public library services, the council of the municipality may, at the request of the municipal library board, take all necessary steps to furnish the money requested or the portion of it that the council considers expedient.

(2) Money approved by the council under subsection (1) may be borrowed by the council under the authority of a bylaw and on the security of debentures.

(3) The provisions of the *Municipal Government Act* or the *Education Act*, as the case may be, governing

- (a) the passing of bylaws for borrowing money,
- (b) the issue and form of debentures, and
- (c) the assessment, levy and collection of money necessary to meet the indebtedness incurred by the issue of debentures

apply to the borrowing of money under subsection (2).

RSA 2000 cL-11 s10;2012 cE-0.3 s275;2024 c7 s7

Dissolution

8(1) If a municipal library board fails to provide library services in accordance with the regulations for a period of 2 years, the council of the municipality may make an ex parte application to the Court of King's Bench for an order declaring the municipal library board dissolved.

(2) An order dissolving a municipal library board vests in the municipality all the property of the municipal library board, and the council through its proper officers may take possession of the vested property and dispose of it in any manner the council considers advisable.

RSA 2000 cL-11 s12;AR 217/2022;2024 c7 s7

Division 2 Intermunicipal Library Boards

Application

9 This Division applies to every intermunicipal library board maintained in whole or in part by property taxes and

- (a) established under this Division, or
- (b) continued under this Division.

2024 c7 s7

Establishment

10(1) The council of a municipality may, by bylaw, authorize the municipality to enter into an agreement that meets the requirements of the regulations with up to 3 other municipalities respecting the establishment of an intermunicipal library board to provide library services to the residents of the municipalities.

(2) Notwithstanding subsection (1), the number of municipalities with which a municipality may enter into an agreement may exceed 3 where each of the municipalities is located within the existing boundaries of the same municipal district.

(3) The council of each municipality that is a party to the agreement shall forward a copy of the bylaw passed by that council and the agreement described in subsection (1) to the Minister.

(4) On receipt of the bylaws and the agreement under subsection (3), the Minister may, by order, establish an intermunicipal library board.

(5) An intermunicipal library board established under subsection (4) is a corporation with the name set out in the ministerial order.

(6) An intermunicipal library board established under this Act before the coming into force of this section is continued as an intermunicipal library board under this Division.

2006 c5 s9;2024 c7 s7

Joining and withdrawing from intermunicipal agreements

11(1) After an intermunicipal library board has been established under section 10, the council of a municipality may, by bylaw, subject to the regulations and the terms of the intermunicipal agreement in respect of that board, authorize the municipality to be

- (a) added as a party to the intermunicipal agreement if the agreement is between
 - (i) no more than 3 municipalities, or
 - (ii) any number of municipalities located within the existing boundaries of the same municipal district as the municipality,

or

- (b) removed as a party to the intermunicipal agreement.

(2) If the Minister is satisfied that the council of a municipality has met the requirements of the regulations and the agreement, the Minister may, by order, add or remove the municipality as a party to the intermunicipal agreement.

RSA 2000 cL-11 s35;2006 c5 s12;2024 c7 s7

Members

12(1) An intermunicipal library board consists of the members appointed to the board by the council of each municipality that is a

party to the intermunicipal agreement respecting that board in accordance with the intermunicipal agreement.

(2) A person who is an employee of an intermunicipal library board is not eligible to be a member of that board.

(3) A member of the intermunicipal library board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council that appointed the member passes a resolution stating that the member may be appointed as a member for more than 3 consecutive terms.

(4) Appointments to an intermunicipal library board shall be for a term of up to 3 years.

(5) Notwithstanding subsection (4), the term of office of a member continues until a successor is appointed or the member is reappointed in accordance with subsection (3).

(6) Any vacancy on an intermunicipal library board that reduces or will reduce the number of members of the board to a number less than 7 shall be filled in accordance with the intermunicipal agreement as soon as reasonably possible.

2006 c5 s9;2024 c7 s7

Budget

12.1 Each year an intermunicipal library board shall, before the date specified in the intermunicipal agreement respecting that board, submit to each municipality that is a party to the agreement a budget and an estimate of the money required during the next fiscal year to provide library services to the public, including the amounts to be paid by each municipality in accordance with the agreement.

2006 c5 s9;2024 c7 s7

Financial records

12.2 An intermunicipal library board shall

- (a) create and maintain complete and accurate financial records of the board's operations,
- (b) have a person who is not a member of the intermunicipal library board and whose qualifications are approved in accordance with the intermunicipal agreement review the financial records each calendar year and prepare a financial report in the form required by the intermunicipal agreement, and
- (c) submit the financial report to the council of each municipality that is a party to the intermunicipal agreement immediately after the report is completed.

2006 c5 s9;2024 c7 s7

Division 3 General

Validity of proceedings

12.3 No resolution, bylaw, proceeding or action of any kind of a municipal library board or intermunicipal library board may be held invalid or set aside for the reason that any person whose election to council has been judged invalid acted as a member of the board.

2006 c5 s9;2024 c7 s7

Board duties

12.4 A municipal library board or an intermunicipal library board, subject to any enactment that limits its authority, has full management and control of the municipal library established by the board and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the municipality or municipalities it serves and may cooperate with other boards and libraries in the provision of those services.

2006 c5 s9;2024 c7 s7

Dissolution, amalgamation or annexation of municipality

12.5(1) If the Lieutenant Governor in Council makes an order under the *Municipal Government Act* dissolving a municipality, that order is deemed to dissolve any municipal library board established by that municipality and to pass to the municipality, immediately prior to the dissolution of the municipality, all the rights, assets and liabilities of the municipal library board.

(2) If the Lieutenant Governor in Council makes an order under the *Municipal Government Act* dissolving a municipality that is a party to an intermunicipal agreement respecting an intermunicipal library board, that order is deemed to remove the municipality from the agreement and, where no agreement regarding the rights, assets and liabilities of the board can be reached among the municipalities remaining party to the intermunicipal agreement, the Lieutenant Governor in Council may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the board.

(3) When under subsection (2) a municipality is removed from an intermunicipal agreement respecting an intermunicipal library board that is between no more than 2 municipalities, the Lieutenant Governor in Council may, by order, dissolve the board and may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the board.

(4) When an amalgamation of municipal authorities has been initiated under Part 4 of the *Municipal Government Act* and no

agreement can be reached among those municipal authorities regarding the rights, assets and liabilities of a municipal library board or an intermunicipal library board, the Lieutenant Governor in Council may, by order, dissolve the municipal library board or intermunicipal library board and may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the municipal library board or intermunicipal library board.

(5) When an annexation of land from one municipal authority to another municipal authority has been initiated under Part 4 of the *Municipal Government Act* and no agreement can be reached between the municipal authorities regarding the rights, assets and liabilities of

- (a) a municipal library board established by the municipal authority from which the land is to be annexed, or
- (b) an intermunicipal library board that is the subject of an intermunicipal agreement to which the municipal authority from which the land is to be annexed is a party,

the Lieutenant Governor in Council may, by order, dissolve the municipal library board or intermunicipal library board and may make any order the Lieutenant Governor in Council considers appropriate in respect of the disposition of the rights, assets and liabilities of the municipal library board or intermunicipal library board.

2006 c5 s7;2024 c7 s7

Part 2 Library Systems

Library system

13 Subject to this Act and the regulations, a municipality, improvement district, special area, Metis settlement or school authority,

- (a) on entering into and becoming a party to an agreement that contains provisions on terms required by regulations, with one or more municipalities, improvement districts, special areas, Metis settlements or school authorities, and
- (b) on complying with the regulations,

may request the Minister to establish a library system.

1983 cL-12.1 s19;1998 c19 s7

Library system board

14(1) On receipt of a request referred to in section 13, the Minister may

- (a) establish a library system board, and
- (b) prescribe the boundaries of the library system,

and when the Minister does so the parties to the agreement described in section 13 become members of the library system.

(2) On being established, the library system board is a corporation and shall be known as the “(Name of region) Library Board”.

(2.1) A library system board established or continued under this section prior to the coming into force of this subsection is continued with the name “(Name of region) Library Board”.

(3) Repealed 2024 c7 s7.

(4) The agreements referred to in section 13 that have been entered into under the *Libraries Act*, RSA 1980 cL-12, are continued under this Act, as modified by this Act.

RSA 2000 cL-11 s14;2024 c7 s7

Joining an existing library system

15 A municipality, improvement district, special area, Metis settlement or school authority may, in accordance with the regulations, become a member of a library system by complying with the terms of the agreement referred to in section 13, becoming a party to the agreement and receiving the approval of the Minister.

1983 cL-12.1 s21;1998 c19 s8

Appointment

16 A library system board consists of

- (a) one member for each municipality, Metis settlement and school authority that is a member of the library system who is appointed by the council of the municipality, Metis settlement or school authority,
- (b) one member for each improvement district that is a member of the library system, who is appointed by the Minister responsible for the *Municipal Government Act*,
- (c) one member for each special area that is a member of the library system, who is appointed by the Minister responsible for the *Special Areas Act*, and
- (d) any additional members appointed in accordance with the regulations.

RSA 2000 cL-11 s16;2024 c7 s7

System board duties

17 The library system board, subject to any enactment that limits its authority and the agreement described in section 13, has full management and control of the library system and shall, in accordance with the regulations and in cooperation with other boards, organize, promote and maintain comprehensive and efficient library services and may

- (a) borrow from time to time for the purpose of defraying its operating expenses an amount not exceeding 50% of the amount expended by it during its immediately preceding fiscal year;
- (b) fix fees for the use of library services by residents of a municipality within the boundaries of the library system that does not receive library services from the library system board.

RSA 2000 cL-11 s17;2024 c7 s7

Budget

18(1) The library system board shall, on or before a date specified by each municipality, improvement district, special area and school authority that is a party to the agreement described in section 13, submit to each of them a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the library system, including the amounts to be paid by each of them.

(2) Budget approval and compliance with the amounts to be paid by each party to the agreement described in section 13 shall be in accordance with the terms of that agreement.

1983 cL-12.1 s24

Restriction of authority

19 Notwithstanding this Part, if a municipal library has been established in a municipality and is receiving library services from the library system board, the authority of the library system board and the municipal library board or intermunicipal library board is limited by the terms of any agreement described in section 10 or 13.

RSA 2000 cL-11 s19;2006 c5 s10;2024 c7 s7

20 Repealed 2024 c7 s7.

Annual grants

21(1) If an improvement district or a special area is a party to an agreement described in section 13,

- (a) the Minister responsible for the *Municipal Government Act*, in the case of an improvement district, or

- (b) the Minister responsible for the *Special Areas Act*, in the case of a special area,

may, in addition to all other rates and assessments assessed and levied for the purposes of an improvement district or special area, assess and levy from year to year a special annual rate on the assessed value of all property liable to taxation in the improvement district or special area for the purposes of the library system board and shall, on behalf of the improvement district or special area, make an annual grant, from the money derived from the special annual rate, to the library system board with respect to its budget under section 18.

- (2) If a school authority is a party to an agreement described in section 13, the school authority may make an annual grant to the library system board with respect to its budget under section 18.

1983 cL-12.1 s27

Withdrawal from the library system agreements

22 At any time after the expiration of 3 years from the date that the party entered into the agreement, a party to an agreement described in section 13 may, by giving 12 months' notice, withdraw from the agreement.

1983 cL-12.1 s28

Dissolution of a library system board

23(1) If a library system board fails to provide library services in accordance with the regulations for 2 years, the majority of the parties to the agreement described in section 13 may join in making an application to the Court of King's Bench for an order declaring the library system board dissolved.

(2) The Court, in the order dissolving the board, shall vest the property of the library system board in the Minister or in the councils of the parties to the agreement described in section 13 severally or in common as it considers just, or make any other disposition of the property that it considers just in the circumstances and the Minister and the councils may then take possession of the property and dispose of it as considered advisable by them, in accordance with any terms or conditions in the order.

RSA 2000 cL-11 s23;AR 217/2022

Borrowing for library system boards

24 A municipality or a school authority that is a party to an agreement described in section 13 may, with the approval of the Minister, borrow money to acquire real property for the purposes of a building to be used as the headquarters of a library system or for erecting, repairing, furnishing and equipping a building to be used

as the headquarters of a library system, and section 7(2) and (3) apply to the borrowing of the money.

RSA 2000 cL-11 s24;2024 c7 s7

Parts 3 and 4 Repealed 2024 c7 s7.

Part 5 General

Board member disqualification

31(1) A person is disqualified from remaining a member of a board if the person fails to attend, without being authorized by a resolution of the board to do so, 3 consecutive regular meetings of the board.

(2) If a member of a board is disqualified from remaining a member under subsection (1), the person is deemed to have resigned the person's seat on the board.

1983 cL-12.1 s35

Chair of board

32 A board shall elect a chair and any other officers it considers necessary from among its members.

1983 cL-12.1 s36

Meetings

33(1) A board shall meet at least once every 4 months and at any other times it considers necessary.

(2) If the regulations require a library system board to have an executive, that executive must meet at least once every 3 months and at any other times it considers necessary.

1983 cL-12.1 s37;1998 c19 s13

Record of meetings

34(1) All minutes, resolutions and bylaws of a board shall be signed by the chair or a person acting for the chair.

(2) Minutes, resolutions and bylaws signed under subsection (1) shall be admitted in evidence as proof, in the absence of evidence to the contrary, of their contents without proof of the signature or official character of the person appearing to have signed them.

(3) A board shall store all minutes, resolutions and bylaws of the board in a secure physical or electronic location.

RSA 2000 cL-11 s34;2024 c7 s7

35 Repealed 2024 c7 s7.

Safety and use of library facilities

36(1) A board may pass bylaws for the safety and use of the library, including

- (a) the terms and conditions under which
 - (i) the public may be admitted to the building,
 - (ii) public library property may be used or borrowed by members of the public, and
 - (iii) borrowing privileges may be suspended or forfeited;
- (b) notwithstanding subsection (3), fees to be paid by members of the public for
 - (i) the issuance of library borrowing cards,
 - (ii) the use of those parts of the building not used for the purposes of the public library,
 - (iii) photocopying and printing services,
 - (iv) receiving information in a printed, electronic, magnetic or other format, and
 - (v) receiving, on request, a library service not normally provided by a public library;
- (c) penalties to be paid by members of the public for abuse of borrowing privileges.

(2) The *Regulations Act* does not apply to bylaws passed under subsection (1).

(3) A bylaw or part of a bylaw that requires a member of the public to pay a fee or charge for any of the following is invalid:

- (a) admittance to any portion of a building used for public library purposes;
- (b) using library resources on library premises;
- (c) borrowing library resources, in any format, normally lent by the library;
- (d) acquiring library resources through inter-library loan;
- (e) consultation with members of the library staff;

- (f) receiving basic information service.

RSA 2000 cL-11 s36;2024 c7 s7

Bylaw transmission

37(1) A municipal library board, on passing a bylaw under section 36, shall forthwith forward a copy of the bylaw to the council of the municipality.

(2) An intermunicipal library board, on passing a bylaw under section 36, shall forthwith forward a copy of the bylaw to the council of each municipality that is a party to the intermunicipal agreement respecting that board.

RSA 2000 cL-11 s37;2006 c5 s13

Bylaw invalidated

38 The council of a municipality may disallow a bylaw passed by a municipal library board it has appointed.

RSA 2000 cL-11 s38;2024 c7 s7

Inspection

39(1) In this section, “library service point” means a facility that provides public library services under the control and management of a board.

(2) The Minister may appoint a person as an inspector to conduct an inspection for the following purposes:

- (a) to inspect any matter relating to the management, administration or operation of a public library;
- (b) to determine if a board is complying with this Act and the regulations.

(3) An inspector may, in the course of an inspection,

- (a) inspect the public library property that may be accessed, used or borrowed by members of the public at a library service point,
- (b) inspect the provision of public library services at a library service point,
- (c) examine and make copies of the records of a board that are relevant to the purpose of the inspection, and
- (d) require an employee of a board to
 - (i) give a written or oral reply to a question that is relevant to the purpose of the inspection, or

- (ii) provide any other information requested by the inspector that is relevant to the purpose of the inspection.
- (4) An inspection must be conducted during regular business hours.
- (5) An inspector shall, while conducting an inspection, carry identification in the prescribed form and present it on request.
- (6) After completing an inspection, the inspector shall make a report to the Minister and provide a copy of the report to the board.
- (7) On receiving the inspector's report, the Minister may make any order that the Minister considers appropriate.

RSA 2000 cL-11 s39;2024 c7 s7;2026 c10 s2

Regulations**40** The Minister may make regulations

- (a) respecting the establishment, maintenance, operation and management of public libraries;
- (b) respecting the acquisition, provision, management, maintenance and disposition of library materials and facilities by public libraries;
- (b.1) respecting the access to and the use and borrowing of public library property by members of the public, including regulations restricting access, use and borrowing based on age;
- (c) respecting the planning for, and provision and management of, library services;
- (d) governing the filing, by boards, of returns and reports, and their contents;
- (e) respecting the inspection of public libraries;
- (f) prescribing the form of identification for persons authorized to inspect public libraries;
- (g) providing for the making of any surveys by boards that the Minister considers necessary or advisable for the purpose of obtaining information to assist in the formulation of policies respecting matters to which this Act relates;
- (g.1) governing the matters required to be dealt with in agreements described in section 10;

- (h) prescribing conditions to be complied with by any municipality, Metis settlement or school authority prior to its association with a library system;
- (i) governing the matters required to be dealt with in agreements described in section 13 and the requirements and procedure to establish or expand a library system;
- (j) respecting the disposition and transfer of library assets by municipal library boards desirous of disposing of them to library system boards on entering into agreements described in section 13;
- (j.1) respecting the dissolution of intermunicipal library boards;
- (k) subject to section 16, governing appointments to library system boards and the terms of office of their members;
- (l) repealed 2024 c7 s7;
- (m) defining basic information service for the purposes of this Act.

RSA 2000 cL-11 s40;2006 c5 s14;2024 c7 s7;2026 c10 s2

Guidelines

40.1(1) The Minister may issue guidelines respecting the interpretation or application of a regulation made under section 40(b.1).

(2) The Minister shall make guidelines issued under subsection (1) publicly available in a manner the Minister considers appropriate.

2026 c10 s2

Offence

41(1) Any person who wilfully contravenes any bylaw under section 36 is guilty of an offence.

(2) A person who wilfully retains any book, record, film or other library property from any public library established and conducted under the authority of this Act is guilty of an offence.

(3) A person who obstructs an inspector in the performance of the inspector's duties under section 39 is guilty of an offence.

RSA 2000 cL-11 s41;2026 c10 s2

Disposition of fines

42(1) Any fine or penalty imposed pursuant to an offence under section 41(1) inures to the benefit of the board whose bylaw was contravened.

(2) Any fine or penalty imposed pursuant to an offence under section 41(2) inures to the board having the management or control of the property in respect of which the offence was committed.

1983 cL-12.1 s46



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Province of Alberta

LIBRARIES ACT

LIBRARIES REGULATION

Alberta Regulation 141/1998

With amendments up to and including Alberta Regulation 176/2026

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Note

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

(Consolidated up to 176/2026)

ALBERTA REGULATION 141/98

Libraries Act

LIBRARIES REGULATION

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Schedule

Definitions

- 1 In this Regulation,

- (a) “Act” means the *Libraries Act*;

- (b), (b.1) repealed AR 90/2024 s2;

- (b.1) “intermunicipal agreement” means an intermunicipal agreement under section 12.2 of the Act;
- (c) “library resources” means any material, regardless of format, that is held in a library’s collection and includes books, periodicals, audio recordings, video recordings, projected media, paintings, drawings, photographs, micromaterials, toys and games, kits, CD-ROMs and electronic databases;
- (d) “library service point” means a library service point as defined in section 39(1) of the Act;
- (d.1) “Public Library Network” means the provincial resource sharing network administered by the Public Library Services Branch;
- (e) “resource sharing” means making available to other libraries the library resources owned by a board, the information contained in those resources and the staff expertise required to locate and make available the information or the library resources.

AR 141/98 s1;172/2007;68/2008;90/2024;176/2026

Definition for Act

2 For the purposes of the Act, “basic information service” means public access to current and accurate information and assistance with making use of information, communication technology and library resources.

Part 1 Boards Generally

Reports of bylaws

3(1) Every board shall file with the Minister a report that contains a copy of any bylaw passed by the board under section 36 of the Act.

(2) A report under subsection (1) shall be filed

- (a) within one year of the board’s establishment, and
- (b) after the passage of any bylaw passed by the board one year or more after the board’s establishment.

AR 141/98 s3;251/2001;90/2024

Reports of policies

4(1) Every board shall file with the Minister a report that contains a copy of any policy established by the board under section 7.

(2) A report under subsection (1) shall be filed

- (a) by a municipal library board or intermunicipal library board within 2 years of the board's establishment, and
- (b) by a library system board within 3 years of the board's establishment.

(3) When a board revises a policy established by the board under section 7, the board shall file with the Minister a report that contains a copy of the revision.

AR 141/98 s4;172/2007;90/2024

Meetings open to public

5(1) Every meeting of a board is open to the public.

(2) A person or group may make representations to a board at its meeting if the representations relate to the board and its programs.

Public inspection of minutes, resolutions and bylaws

6(1) Every board shall make its minutes, resolutions and bylaws available for inspection by any person

- (a) during the hours that the library service point is open to the public, if the board operates a library service point, or
- (b) during regular business hours or on request, if the board does not operate a library service point.

(2) A person who inspects minutes or a resolution or bylaw under subsection (1) may copy the minutes, resolution or bylaw according to the conditions and procedures established by the board.

AR 141/98 s6;90/2024

Policies

7(1) Subject to section 36 of the Act, every board shall establish policies with respect to the following:

- (a) confidentiality of user records, except where disclosure is required by law;

- (b) orientation and continuing education of board members and staff, including expenses for such orientation and continuing education;
- (c) finance, including designation of expenses for which board members and staff will be reimbursed, the form and manner in which those expenses shall be claimed and the appointment of signing officers for the board.

(2) Every board that operates a library service point shall, in addition to establishing policies under subsection (1), establish policies with respect to the following:

- (a) personnel, including job descriptions and performance appraisals for employees, qualifications for staff positions, working hours, conditions of employment and a grievance procedure;
- (b) selection, acquisition, purchase and disposition of library resources, including a policy respecting gifts and donations;
- (c) resource sharing, including participation in the Public Library Network and the conditions that apply to the acquisition of library resources and information from other sources, including inter-library loans and information in electronic databases;
- (d) provision of library resources to persons unable to use conventional print resources, including provision in co-operation with community agencies;
- (e) the terms and conditions under which library resources will be loaned to members of the public for use in a location other than the library;
- (f) hours of service at each library service point;
- (g) the terms and conditions for use of any areas of a building managed by the board that are not normally used for library purposes, including who may use those areas.

(3) A library system board shall also establish a policy with respect to the provision of municipal library services to any member municipality that does not have a municipal library board and shall ensure that bylaws under section 3 and policies under subsections (1) and (2) apply to those library services.

AR 141/98 s7;251/2001;90/2024

Some types of inspections

8 Without limiting the generality of section 39(2)(a) of the Act, a person appointed as an inspector may conduct an inspection

- (a) to determine the extent to which a board is meeting the requirement to provide comprehensive and efficient service as defined by that board,
- (b) repealed AR 176/2026 s3,
- (c) to determine the adequacy of accounting practices and financial controls,
- (d) to determine the use to which provincial grants are put, and
- (e) to assist a board in periodic reviews of its administrative practices, policies, library collections and any other matters on which a board may request advice.

AR 141/98 s8;251/2001;90/2024;176/2026

Identification of inspector

9 For the purpose of section 39(5) of the Act, the identification that an inspector shall carry is an identification card that bears the inspector's photograph and name and is accompanied by evidence of the inspector's appointment.

AR 141/98 s9;251/2001;90/2024;176/2026

When library service point may be in a school

9.1 A board shall not operate a library service point in a school unless

- (a) the board enters into an agreement with the school authority that sets out the responsibilities of the board and the school authority for the operation of the library service point, including the responsibilities of employees of the board and the school authority,
- (b) the board has its own bank account and signing officers, none of whom are employees of the school authority, and
- (c) in addition to any other hours that the library service point may be open to the public, the library service point is open to the public outside of the hours during which the school is in operation for regular classes, including being open during evenings or weekends, or both, and during the summer.

AR 90/2024 s8

Part 2 Repealed AR 90/2024 s9.**Part 3**
Municipal and Intermunicipal
Library Boards**Plan of service**

13(1) A municipal library board or intermunicipal library board shall, within 3 years of being established, develop and file with the Minister a plan of service with a mission statement and goals and objectives based on a needs assessment of the municipality or municipalities served by the board.

(2) A municipal library board or intermunicipal library board shall, at least every 5 years following the date on which the plan was previously filed, file a current plan of service with the Minister.

AR 141/98 s13;193/2003;172/2007;90/2024

Employment of professional librarian

14(1) Subject to subsection (3), the following shall, within 2 years of completing a plan of service under section 13(1), employ a graduate of a postgraduate library program in Canada or a person with equivalent qualifications from another country:

- (a) a municipal library board of any municipality with a population of 10 000 or more;
- (b) an intermunicipal library board that serves municipalities with a total population of 10 000 or more.

(2) Repealed AR 193/2003 s3.

(3) This section does not apply to any municipal library board or intermunicipal library board that does not operate a library service point.

AR 141/98 s14;251/2001;193/2003;172/2007;90/2024

Report to Minister

15 A municipal library board or intermunicipal library board shall annually complete and file with the Minister a report in a form and containing the information required by the Minister.

AR 141/98 s15;172/2007;90/2024

Requests by Minister

16(1) For the purpose of determining if a municipal library board or intermunicipal library board is complying with the Act and this Regulation, the Minister may, by written request, require a

municipal library board or intermunicipal library board to file with the Minister

- (a) copies of the minutes of any meeting of the board, and
- (b) copies of any agreement entered into by the board.

(2) For the purpose of obtaining information to assist in the formulation of policies respecting matters to which the Act and this Regulation relate, the Minister may, by written request, require a municipal library board or intermunicipal library board to make any survey that the Minister considers necessary or advisable.

AR 141/98 s16;172/2007;90/2024

17 Repealed AR 90/2024 s15.

Contents of intermunicipal agreement

17.1 An intermunicipal agreement shall, at a minimum, contain the following:

- (a) a formal indication of each municipality's desire to enter into the intermunicipal agreement;
- (b) a starting date for the intermunicipal agreement;
- (c) provision for a municipality to become a party to the intermunicipal agreement after the starting date for the agreement if
 - (i) no more than 3 municipalities enter into the agreement initially, or
 - (ii) the agreement is between any number of municipalities located within the existing boundaries of the same municipal district as the municipality;
- (d) provision for a municipality to be removed as a party to the intermunicipal agreement after the starting date for the agreement;
- (e) terms specifying the number of members of the intermunicipal library board each municipality that is a party to the intermunicipal library agreement may appoint, including the number of members of council of each of the municipalities that may be appointed;
- (e.1) provision for the appointment of a total number of members to the intermunicipal library board of not fewer than 7 and not more than 15, of whom no more than 40% may be members of council of any municipality that is a party to the intermunicipal agreement;

- (f) the annual date by which the intermunicipal library board must submit a budget and an estimate of the money required during the next fiscal year to each municipality that is a party to the intermunicipal agreement;
- (g) terms specifying how the intermunicipal library board must calculate the estimate of the money required during the next fiscal year and each municipality's share of that money, the date on which payment of the money becomes due from each municipality, and how the money is to be paid;
- (h) terms specifying the form of the financial report to be prepared under section 12.2 of the Act and setting out a process for the approval of the qualifications of the person who will review the financial records of the intermunicipal library board and prepare the financial report;
- (i) terms governing the process for amending and terminating the intermunicipal agreement;
- (j) details of the rights, assets and liabilities that each municipality that is a party to the intermunicipal agreement will transfer to the intermunicipal library board on the formation of the board;
- (j.1) details of the rights, assets and liabilities that a municipality that becomes a party to the intermunicipal agreement after the starting date of the agreement will transfer to the intermunicipal library board;
- (k) where the intermunicipal agreement is an agreement between 3 or more municipalities, terms respecting the transfer of the rights, assets and liabilities of the intermunicipal library board in the event that one of the municipalities withdraws from the agreement;
- (l) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that are parties to the intermunicipal agreement;
- (m) terms respecting the notice that a municipality must give to the intermunicipal library board and to the other municipalities that are parties to the intermunicipal agreement before making an application under section 17.2.
- (n) terms governing the process by which a bylaw passed by the intermunicipal library board may be disallowed.

AR 172/2007 s10;90/2024;158/2025

Dissolution of intermunicipal library board

17.2(1) The council of a municipality that is a party to an intermunicipal agreement may, by bylaw, authorize the municipality to apply to the Minister to dissolve the intermunicipal library board.

(2) An application to the Minister to dissolve an intermunicipal library board must contain a proposed winding-up plan that addresses the transfer of all of the rights, assets and liabilities of the intermunicipal library board.

(3) If complete applications to dissolve an intermunicipal library board are received

- (a) from one or both municipalities that are parties to an intermunicipal agreement that is between 2 municipalities, or
- (b) from a majority of the parties to an intermunicipal agreement that is between 3 or more municipalities,

the Minister may, by order, dissolve the intermunicipal library board and transfer the rights, assets and liabilities of the intermunicipal library board in accordance with the proposed winding-up plan or in any other manner the Minister considers appropriate if the municipalities cannot agree as to how the rights, assets and liabilities should be distributed.

AR 172/2007 s10;90/2024

Part 4

Library System Boards

Plan of service

18(1) In managing and controlling a library system, a library system board shall, within 4 years of being established, develop and file with the Minister a plan of service with a mission statement and goals and objectives based on an assessment of

- (a) the needs of the municipal library boards and intermunicipal library boards within the library system,
- (b) the library needs of those school authorities that are parties to an agreement referred to in section 13 of the Act, and
- (c) the need for public library service generally.

(2) A library system board shall, at least every 5 years following the date on which the plan was previously filed, file a current plan of service with the Minister.

(3) Repealed AR 90/2024 s18.

AR 141/98 s18;251/2001;193/2003;172/2007;90/2024

Employment of professional librarians

19(1) A library system board shall employ, for every 25 000 persons that it serves, a graduate of a postgraduate library program in Canada or a person with equivalent qualifications from another country.

(2) A calculation under subsection (1) of the number of persons that a library system board serves shall exclude the population of any municipality in which a municipal library board or intermunicipal library board employs a person under section 14.

AR 141/98 s19;172/2007;90/2024

Reports to Minister

20(1) A library system board shall annually complete and file with the Minister a report in a form and containing the information required by the Minister with respect to

- (a) the library system board, and
- (b) each library service point as specified by the Minister.

(2) Repealed AR 90/2024 s20.

AR 141/98 s20;90/2024

Requests by Minister

21(1) For the purpose of obtaining information to assist in the formulation of policies respecting matters to which the Act and this Regulation relate, the Minister may, by written request, require a library system board to make any survey that the Minister considers necessary or advisable.

(2) The Minister may, by written request, require a library system board to provide any information that the Minister considers necessary to undertake a systematic review of library services within the library system.

AR 141/98 s21;90/2024

Part 5

Completion of Library Systems

Definitions

22 In this Part,

- (a) “agreement” means an agreement referred to in section 13 of the Act;
- (b) “jurisdiction” means a municipality, an improvement district, a special area or a Metis settlement;
- (c) “resource centre” means a municipal library within a library system that the library system board designates as a resource centre.

AR 141/98 s22;251/2001

Library system membership

23 A jurisdiction or school authority shall not request the Minister to establish a library system under section 13 of the Act unless a minimum of 75% of the parties to the agreement are jurisdictions.

AR 141/98 s23;251/2001

Resolutions before membership

24(1) Before a jurisdiction that is not a party to an intermunicipal agreement becomes a member of a library system,

- (a) the municipal library board in the jurisdiction shall pass a resolution accepting service from the library system board and providing its recommendations to the jurisdiction’s council with respect to the agreement, and
- (b) the jurisdiction’s council shall pass a resolution assenting to the agreement.

(1.1) Before a jurisdiction that is a party to an intermunicipal agreement becomes a member of a library system,

- (a) the intermunicipal library board established by the intermunicipal agreement shall pass a resolution accepting service from the library system board for that jurisdiction and providing its recommendations to the council of each jurisdiction that is a party to the intermunicipal agreement with respect to the agreement, and
- (b) the jurisdiction’s council shall pass a resolution assenting to the agreement.

(2) Before a school authority becomes a member of a library system, it shall pass a resolution accepting service from the library system board on the terms and conditions prescribed by that board.

AR 141/98 s24;172/2007;90/2004

Contents of agreement

25(1) An agreement shall at a minimum contain the following terms:

- (a) a formal indication of the parties' desire to enter into an agreement;
- (b) a starting date for the agreement;
- (c) provision for parties to become members of the library system after the starting date;
- (d) terms setting out the powers and duties of the library system board;
- (e) provision for the establishment of an executive committee of not more than 10 persons when the number of members of the library system board is more than 20, and a statement of the powers and duties of that committee;
- (f) terms specifying how to calculate the estimate of the money required under section 18 of the Act, the date on which payment of the money becomes due and how the money is to be paid;
- (g) an explanation of the financial relationship between the library system board and the parties to the agreement;
- (h) an explanation of the financial relationship between the library system board and the municipal library boards and intermunicipal library boards;
- (i) terms setting out the services that the library system board will provide, including a commitment to make all library resources acquired by the board available to all residents served by the library system;
- (j) an explanation of the relationship between the library system board, the municipal library boards, the intermunicipal library boards and the board of the resource centre respecting the provision of library services, subject to section 19 of the Act;
- (k) provision for expansion of the library system to all jurisdictions within the prescribed boundaries;
- (l) repealed AR 90/2024 s23;
- (m) terms governing the method for amendment, extension and renewal of the agreement;

- (n) terms governing the notification municipal library boards and intermunicipal library boards are to receive of any amendment, extension or renewal of the agreement.

(2) An agreement shall be signed by the persons authorized by the councils to enter into the agreement and by the chairs of municipal library boards and intermunicipal library boards where they exist.

(3) to (5) Repealed AR 180/2013 s2.

AR 141/98 s25;251/2001;193/2003;172/2007;180/2013;
90/2024

Notice of withdrawal

26 If a party to an agreement gives notice of withdrawal under section 22 of the Act, the library system board

- (a) shall, not later than 90 days prior to the effective date of withdrawal, provide to that party's council and municipal library board or intermunicipal library board, if any, a written appraisal of the expected effects of that withdrawal on the provision of library services to the residents of that jurisdiction or school authority, and
- (b) may request a review by that party's council and municipal library board or intermunicipal library board, if any, of the notice of withdrawal.

AR 141/98 s26;251/2001;172/2007;90/2024

Request to Minister

27(1) A jurisdiction or school authority that wants to become a member of an existing library system shall forward to the Minister a request to that effect.

(2) Section 23 applies to an application under this section.

(3) The Minister shall not approve an application to join an existing library system unless a minimum of 75% of the parties to the agreement are jurisdictions.

28 Repealed AR 90/2024 s25.

Personal property of municipal and intermunicipal library boards

29 All personal property of a municipal library board or intermunicipal library board on the date on which a council signs an agreement affecting the board remains the property of the municipal library board or intermunicipal library board.

AR 141/98 s29;172/2007;90/2024

Real property of library system board

30 A library system board may not hold or own real property unless it is required for the purposes of administering the library system or for distribution of library resources.

Advisory committee

31(1) A member of a library system board who is appointed by the council of a jurisdiction that does not have a municipal library board or intermunicipal library board may receive any concerns respecting library service to that jurisdiction's residents from an advisory committee appointed by the council to transmit those concerns.

(2) If a council does not appoint an advisory committee, the library system board may appoint an advisory committee to act under subsection (1).

AR 141/98 s31;172/2007;90/2024

Library system board members

32(1) Repealed AR 90/2024 s28.

(2) An appointment under section 16(a) of the Act shall not exceed a term of 3 years.

(3) A council of a municipality, Metis settlement or school authority shall not appoint a member under section 16(a) of the Act to serve for more than 9 consecutive years without the approval of 2/3 of all the members of that council.

(4) Repealed AR 90/2024 s28.

(5) Subject to subsection (6), a council may, with respect to appointments under section 16(a) of the Act, appoint an alternate member to the library system board if its library system board member

- (a) is unable to attend a meeting of the library system board, and
- (b) has given notice to the library system board that an alternate member will attend.

(6) The alternate member shall not act in place of the library system board member at more than 2 consecutive meetings except by resolution of the library system board.

AR 141/98 s32;251/2001;90/2024

Appointment of additional members

33(1) Repealed AR 90/2024 s29.

(2) The board of a resource centre may, pursuant to section 16(d) of the Act, appoint one additional member to the library system board for a term not exceeding 3 years.

AR 141/98 s33;251/2001;90/2024

Library system boundaries

34(1) For the purposes of section 14(1)(b) of the Act, the boundaries of each library system are as set out in the Schedule to this Regulation.

(2) Notwithstanding the Schedule, the municipality of Swan Hills may join either the Peace or Yellowhead library systems.

AR 141/98 s34;282/99;251/2001;90/2024

Public Library Network

35 Every jurisdiction and school authority that is a member of a library system shall, for the purpose of managing its library services or public libraries, meet the requirements of the Public Library Network.

AR 141/98 s35;90/2024

Part 5.1

Access, Use and Borrowing of Library Resources

Definitions

35.1 In this Part,

- (a) “library computer” means a computer or other personal computing device that is
 - (i) located on library premises, and
 - (ii) provided by a board for use by the public;
- (b) “library gaming system” means a video game console designed primarily for use in playing video games that is
 - (i) located on library premises, and
 - (ii) provided by a board for use by the public;
- (c) “literary materials” means books, periodicals, comics, graphic novels and other literary or graphic materials;

- (d) “sexual act” means an activity or action of a distinctly sexual nature, including but not limited to
- (i) masturbation, including touching of a person’s own genitals or anus with a hand, finger, artificial sexual organ or other substitute for a sexual organ,
 - (ii) penetration of the penis into the vagina or anus,
 - (iii) contact of a sexual nature between the genitalia, mouth, hand, finger or other body part with the unclothed genitalia, pubic area, buttocks, anus or, if the person is female, breast of another person,
 - (iv) ejaculation onto or into another person, or
 - (v) the use of artificial sexual organs or substitutes for sexual organs on the clothed or unclothed genitalia, pubic area, buttocks, anus or, if the person is female, breast of another person,
- but does not include an activity or action that is not distinctly sexual in nature, such as physical contact related to medical conditions, examinations or treatment, actions or activities related to biological functions or processes, such as puberty, menstruation, pregnancy or breastfeeding, or actions or activities that may be related to sexual acts, such as kissing or hand-holding;
- (e) “video game” means a moving image that provides an interactive game of skill, dexterity or knowledge where the player of the game varies the nature or sequence of the visual images by operating a device, including a computer, video game console or other technology, that produces the images;
- (f) “video recording” means a motion picture, television program or other audiovisual recorded entertainment contained on a medium from which moving visual images may be produced;
- (g) “visual depiction” means a visual or graphic representation, such as a drawing or painting, an illustration, a photographic or digital image or a video recording.

AR 176/2026 s5

Restricted library resources — use or borrowing

35.2(1) Beginning on January 1, 2027, a board shall not allow a person 15 years of age or younger to use or borrow library

resources that contain a visual depiction of a sexual act unless the person's parent or guardian provides the board authorization for the person to use or borrow library resources of that kind.

(2) Subsection (1) applies with respect to only the following library resources:

- (a) literary materials;
- (b) video games;
- (c) video recordings.

AR 176/2026 s5

Restricted library resources — location and access

35.3(1) Beginning on January 1, 2027, a board shall keep library resources that contain a visual depiction of a sexual act

- (a) physically separate from other library resources, and
- (b) in a location where library staff can control and regulate access in accordance with subsection (5).

(2) Subsection (1) applies with respect to only the following library resources:

- (a) literary materials;
- (b) video games;
- (c) video recordings.

(3) Subsection (1) applies only when library resources are made available for use by or loan to members of the public.

(4) For greater certainty, subsection (1) does not apply when library resources are located in an area of a library's premises where

- (a) returned library resources are collected, or
- (b) library staff sort and prepare library resources for cataloguing, shelving or transportation.

(5) A board may allow only the following persons to access library resources that contain a visual depiction of a sexual act:

- (a) persons 16 years of age or older;

- (b) persons 15 years of age or younger whose parent or guardian has provided the board authorization for the person to use or borrow library resources of that kind.

AR 176/2026 s5

Policies re restricted library resources

35.4 For the purposes of sections 35.2 and 35.3, a board shall establish policies with respect to the following:

- (a) the methods by which the board shall determine
 - (i) the age of a person, and
 - (ii) whether a parent's or guardian's authorization has been received;
- (b) the process by which the board shall determine whether a library resource is subject to the access, use and borrowing restrictions.

AR 176/2026 s5

Policies re borrowing and use of technology

35.5 In addition to the policies established under sections 7 and 35.4, a board shall establish policies with respect to the following:

- (a) the issuance of library borrowing cards to persons 15 years of age or younger;
- (b) the use of a library computer to access the internet by persons 15 years of age or younger;
- (c) the use of a library computer or library gaming system to play a video game by persons 15 years of age or younger;
- (d) the methods by which the board shall determine, for the purpose of implementing the policies referred to in clauses (a) to (d), the age of a person.

AR 176/2026 s5

Policies re library service points in schools

35.6(1) This section applies only to a board that operates a library service point in a school.

(2) In addition to the policies required under sections 7, 35.4 and 35.5, a board shall, in a policy, establish a process for the following persons to request the board to review and to remove or impose, as the case may be, restrictions on the access, use and borrowing of a library resource in a library service point in a school:

- (a) a student enrolled in a school in which the board operates a library service point;
- (b) a parent or guardian of a student enrolled in a school in which the board operates a library service point;
- (c) an employee or member of the council of a school authority that operates a school in which a library service point operated by the board is located;
- (d) a member of the public with a direct connection to the school in which the library service point operated by the board is located;
- (e) a holder of a library borrowing card issued by the board.

(3) A board shall, in respect of each library service point it operates in a school,

- (a) regularly review the library resources available for use or loan at the library service point to ensure the board complies with this Regulation, and
- (b) provide to the Minister, on request, any information and reports on the library resources available for use or loan at the library service point.

AR 176/2026 s5

Compliance

35.7(1) A board shall, by no later than January 1, 2027,

- (a) establish the policies required under this Part, and
- (b) make the policies publicly available.

(2) A board shall, by no later than January 1, 2027, send the Minister written confirmation that it is in compliance with the requirements of this Part.

AR 176/2026 s5

Part 6 Repealed AR 90/2024 s32.

Part 7 Repeal

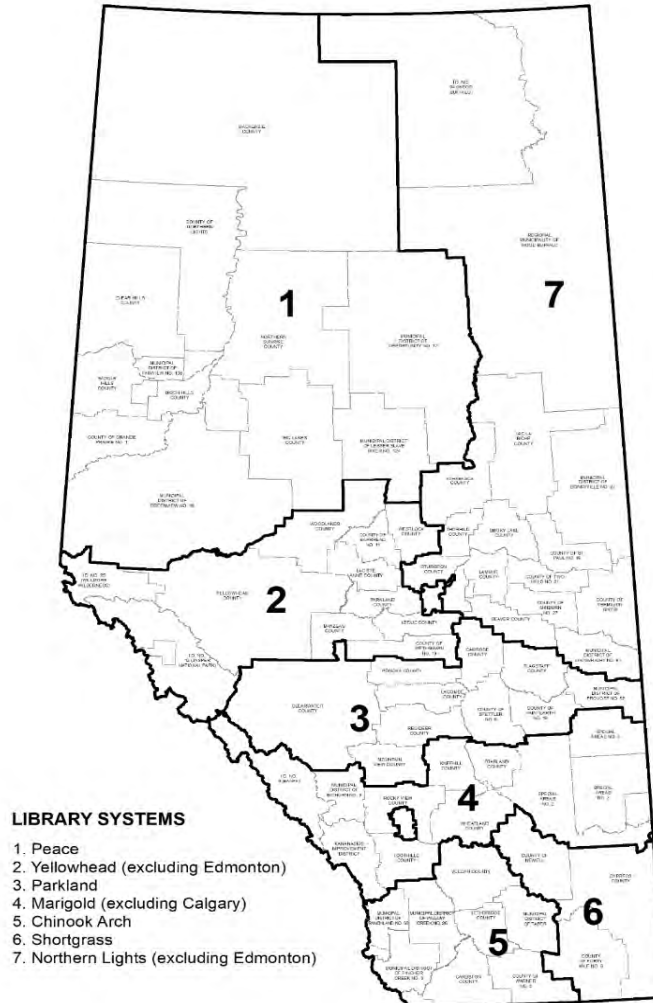
Repeal

47 The *Libraries Regulation* (AR 342/84) is repealed.

48 Repealed AR 134/2018 s3.

Schedule

BOUNDARIES OF LIBRARY SYSTEMS IN ALBERTA



AR 141/98 Sched;90/2024



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Request for Decision Rates Bylaw 666-26

RECOMMENDATION

That Council give first reading to the Rates Bylaw 666-26.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

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

The Rates Bylaw denotes Council must review it annually at the September meeting.

The Rates Bylaw 666-26 provides for revisions to the existing Rates Bylaw 652-26.

Moved by Mayor Lindsay, "that Council direct Administration to research ice rental fees."

Motion Carried 2026-192

Moved by Mayor Lindsay, "that Council direct administration to engage hanger lessees and event renters regarding airport use and to research hanger lease fees."

Motion Carried 2026-195



Request for Decision Rates Bylaw 666-26

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. Rates Bylaw 666-26
2. Airport Fee Research
3. Ice Rental Fee Research
4. Water Consumption

VILLAGE OF WARNER
BYLAW ~~652666~~-26

A BYLAW OF THE VILLAGE OF WARNER IN THE PROVINCE OF ALBERTA RESPECTING RATES TO BE CHARGED FOR MUNICIPAL SERVICES PROVIDED BY THE VILLAGE OF WARNER

WHEREAS Section 8(1)(c) of the Municipal Government Act Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, authorizes a municipality, by bylaw, to establish fees for licenses, permits and approvals, and

WHEREAS section 61(2) authorizes a municipality to charge fees, tolls and charges for the use of its property, and

WHEREAS section 481(1) authorizes a municipality to establish fees payable to a person wishing to make a complaint to the Assessment Review Board, and

WHEREAS section 630.1 authorizes a municipality to establish fees for planning functions, and

WHEREAS section 6 gives a municipality natural persons powers, which imply the power to charge for goods and services provided.

NOW, THEREFORE, THE MUNICIPAL COUNCIL OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. SHORT TITLE

1.1. This Bylaw may be referred to as the Rates Bylaw.

2. DEFINITIONS

Municipal Services means: annual rates, fees, tolls and charges for various goods, licenses permits and services provided by the Village of Warner.

3. GENERAL MATTERS

3.1. That the rates specified in the Schedules attached be charged for the Municipal Services as specified.

3.2. This Bylaw shall be reviewed and brought before Council in September, annually.

3.3. From time to time, review and amendments to the various Schedules may be required outside the annual review of the Rates Bylaw.

3.4. All Schedules attached to this Bylaw form part of this Bylaw.

3.5. Should any rates mentioned here still appear in older bylaws not yet revised, the rates mentioned in this bylaw shall be in full force and effect and supersede previous rates.

3.6. Bylaw ~~647652~~--265 is hereby repealed.

Schedule A	Administrative Services Rates
Schedule B	Animal Control Rates
Schedule C	Civic Centre Rates
Schedule D	Electronic Vehicle Charging Station Rates
Schedule E	Enforcement
Schedule F	Fire Services
Schedule G	Lot Rent
Schedule H	Machine, Labour and Material Rates
Schedule I	Planning and Development Rates
Schedule J	Water, Wastewater and Solid Waste Rates

Read a first time this XX day of XXXX 2026.

Read a second time this XX day of XXXX 2026.

Read for a third and final time this XX day of XXXX 2026.

Tyler Lindsay
Mayor

Kelly Lloyd
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this XX day of XXXX 2026.

VILLAGE OF WARNER
RATES BYLAW 666-26

Schedule A: Administrative Services Rates

Description	Rate
Tax Certificate	\$40.00
NSF Cheques	\$45.00
Access to Information Act (ATIA) Requests	\$100.00
Tax Lien	\$50.00
Tax Notification Discharge	\$50.00
Photocopying	\$0.25 / page

2% interest charged monthly on all overdue invoices with the exception of property taxes

Airport

Description	Rate
Hanger Lease	\$800.00 / year
Airport Rental Fee	\$100.00 / day

Schedule B: Animal Control Rates

Description	Rate
Altered (spayed or neutered) Dog	\$15.00
Unaltered Dog	\$25.00
Vicious Dog	\$100.00
Fancier's License	\$40.00 plus license per dog
Replacement Tag	\$5.00
Lifetime Dog Tag	\$100.00
Large Animals – permit required	\$20.00/Head
Small Animals – permit required	\$15.00/Head
Chickens – permit required	\$3.00/Head
Keeping or harbouring any Animal where prohibited in the bylaw	\$250.00
Keeping or harbouring any Animal in numbers more than those described in the bylaw	\$250.00
Pound Fees	Are set by Ridge Regional Public Safety Services

Minimum Penalties		VIOLATION TICKET	
SECTION	OFFENCE	First Offence	Second Offence
3.1; 5.4	Unlicensed Dog	\$200.00	\$250.00
3.2.1	Teasing, tormenting or provoking	\$100.00	\$150.00
3.7.6	Running At Large	\$100.00	\$150.00
3.2.2	Bait or Trap Animal	\$100.00	\$150.00
3.2.3	Untie Animal or Open Gate	\$100.00	\$150.00
3.7.1	Barking, Howling or Disturbing	\$100.00	\$150.00
3.7.2	Biting or Injuring a Person or Domestic Animal	\$300.00	\$350.00
3.7.3	Chasing Person, Motor Vehicle, Bicycle	\$200.00	\$250.00
3.7.4	Chasing or harassing a Domestic Animal	\$200.00	\$250.00
3.7.4	Killing, attacking or injuring a Domestic Animal	\$300.00	\$350.00
3.7.5	Damage to property	\$100.00	\$150.00
3.7.7	Public Nuisance	\$100.00	\$150.00
3.8; 3.9	Defecation	\$200.00	\$250.00
3.10	Obstruction or Interference	\$500.00	\$550.00
3.11	Communicable Disease	\$100.00	\$150.00
3.12	Failure to keep Dog in season confined	\$100.00	\$150.00
4	Failure to comply with Section 4	\$200.00	\$250.00
5.1	Exceeding permitted number	\$200.00	\$250.00
5.13	Transferring License	\$100.00	\$150.00
5.8	Dog not wearing Tag	\$50.00	\$75.00
5.5	Providing False Information	\$500.00	\$550.00
6	Failure to comply with Section 6	\$200.00	\$250.00
SECTION	OFFENCE	VIOLATION TICKET	
Minimum Penalties for Vicious Dogs		First Offence	Second Offence
5.10	Unlicensed Dog	\$1,000.00	\$1,500.00
5.12	Not wearing Vicious Dog Tag	\$100.00	\$200.00
3.4	Dog Running At Large	\$1,000.00	\$1,500.00
3.7.1	Barking, Howling or Disturbing	\$500.00	\$600.00
3.7.2	Biting or Injuring a Person	\$1,500.00	\$2,000.00
3.7.3	Chasing Person, Motor Vehicle, Bicycle	\$1,500.00	\$2,000.00
3.7.4	Chasing or harassing a Domestic Animal	\$1,000.00	\$1,500.00
3.7.4	Killing, attacking or injuring a Domestic Animal	\$1,500.00	\$2,000.00
3.7.5	Damage to property	\$1,000.00	\$1,500.00
3.7.7	Nuisance	\$1,000.00	\$1,500.00
3.10	Obstruction or Interference	\$500.00	\$750.00
3.11	Failure to comply with Communicable Disease provisions	\$500.00	\$750.00
4.1	Failure to keep Vicious Dog under control of responsible adult person	\$1,000.00	\$1,500.00
4.2.1	Failure to notify Village of Vicious Dog	\$1,000.00	\$1,500.00
4.2.2	Failure to keep Vicious Dog in Secure Enclosure	\$1,000.00	\$1,500.00
4.2.3	Failure to keep Vicious Dog under Control	\$1,000.00	\$1,500.00
4.2.4	Failure to keep Vicious Dog properly muzzled	\$1,000.00	\$1,500.00
4.2.5	Failure to keep Vicious Dog restrained in Motor Vehicle	\$1,000.00	\$1,500.00

4.2.6	Transporting Vicious Dog outside passenger cab of Motor Vehicle	\$1,000.00	\$1,500.00
4.2.7	Failure to provide proof of insurance	\$1,000.00	\$1,500.00
4.2.8	Failure to include notification provision	\$1,000.00	\$1,500.00
4.2.9	Failure to provide proper signage	\$1,000.00	\$1,500.00
4..9	Failure to apply for Vicious Dog License	\$1,000.00	\$1,500.00
4.12	Failure to notify Village if Vicious Dog sold, gifted, transferred or dies	\$250.00	\$300.00
5.5	Providing False Information	\$500.00	\$750.00
5.3	No License	\$1,000.00	\$1,500.00
5.13	Transferring License	\$1,000.00	\$1,500.00
5	Failure to comply with Section 5	\$1,000.00	\$1,500.00

Schedule C: Civic Centre Rates

Description	Rate
Ice Rental	
Youth	\$110.00 / hour plus GST
Adult	\$120.00 / hour plus GST
Family	\$60.00 / hour plus GST
Ice cancellation of less than 30 days will result in full invoicing	
Free Skate Fobs	
Family	\$250.00
Single	\$100.00
School (year)	\$500.00
Summer Floor Fob Rates (May to September)	
Family	\$125.00
Single	\$50.00
Gym Membership	
Gym Fob	\$10.00
Students and Seniors	\$35.00 / month \$100.00 / 3 months \$375.00 / year
Single	\$50.00 / month \$125.00 / 3 months \$475.00 / year
Families (3 + In Household):	\$140.00 / 3 months \$550.00 / year
Teams	\$575.00 / season
Extra Key Fobs	\$10.00 per fob (returned fob \$10.00 reimbursement)
Facility Rental (dinners, markets, weddings, etc.)	
Lobby	\$100.00 / day

Ice Surface	\$500.00 (includes table and chairs)
Table and Chair Rentals - \$50.00 reimbursement depending on condition of the tables and chairs when returned	\$100.00
Advertising	
Ice Logo	\$300.00

2% interest charged monthly on all overdue invoices with the exception of property taxes

Schedule D: Electric Vehicle Charging Rates

Description	Rate
Level 1	\$2.00/hour
Level 2	\$12.00/hour

Schedule E: Enforcement Rates

URBAN BEEKEEPING

Description	Rate
Beekeeping License Application	\$20.00 - \$75.00
First Offence	\$250.00
Second Offence (within same calendar year)	\$500.00
Third Offence (within same calendar year)	\$750.00
Keeping Bees without a License	\$250.00
Keeping excess hives on property	\$200.00 per hive
Providing False Information when applying for License	\$250.00

TRAFFIC

Section	Description	Rate
PARKING		
3.1.1	Parking not permitted	\$100.00
3.1.2	Sidewalk or Boulevard	\$100.00
3.1.3	Crosswalk	\$100.00
3.1.4	Within 5 metres of a stop sign or yield sign	\$100.00
3.1.5	Within 5 metres from the near side of a marked Crosswalk	\$100.00
3.1.6	Within 5 metres of the projection of the curb or edge of the Roadway	\$100.00
3.1.7	Within an Intersection other than immediately next to the curb or edge of the roadway in a "T" Intersection	\$100.00
3.1.8	Within 1.5 metres of garage, private road or driveway or a Vehicle crossway over a Sidewalk	\$100.00
3.1.9	Within 5 metres of a fire hydrant	\$100.00
3.1.10	Park along excavation or obstruction that obstructs traffic	\$100.00

3.1.11	Park at emergency scene to obstruct personnel	\$250.00
3.2	Parked in an Alley	\$100.00
3.3	Commercial Vehicle Parked in an Alley	\$100.00
3.4	Double parked	\$100.00
3.5	Park inoperable vehicle on highway	\$100.00
3.6	Park in designated disability parking	\$100.00
RECREATIONAL VEHICLES and TRAILERS		
4.1	Unattached Recreational Vehicle or Trailer	\$100.00
4.2	Trailer or Recreational Vehicle Parked on a Highway shall not be occupied	\$100.00
4.3	Park recreational vehicle or trailer exceeding 72 hrs.	\$100.00
TRAFFIC CONTROL DEVICES		
5.1	Park contrary to any Traffic Control Device	\$100.00
5.4	Place upon any Highway or upon any structure abutting a Highway, any sign or notice resembling a Traffic Control Device.	\$100.00
5.5	Move or change any Traffic Control Device	\$150.00
OBSTRUCTIONS		
6.1	On, above or adjacent to a Highway, Sidewalk, Boulevard, or any other Village property	\$100.00
3.1.11 / 3.1.12/6.2	Obstructing Access	\$100.00
VEHICLE WEIGHT		
7.1	Vehicles having a gross vehicle weight of 9,600 kgs or 21,164 lbs or more	\$150.00
SNOW AND ICE REMOVAL		
8.1	Snow, ice, dirt and other obstructions not removed within 24 hours from the sidewalk	\$100.00
8.5	Deposit snow on Village property or on roadway.	\$100.00
GENERAL		
9.1	Perform any construction or maintenance work on a Highway	\$100.00
9.2	Use engine retarder brakes	\$100.00
9.3	Operate an Off Highway Vehicle	\$100.00
9.4	Operate a Vehicle or equipment that may cause damage	\$100.00
9.5	Engine or transmission fluids, or vehicle fluids of any type, discharged onto a Highway	\$100.00
9.6	Drive a vehicle over fire hose	\$150.00
9.7	Pass beyond emergency points	\$250.00
9.8	Material deposited on a highway	\$100.00
9.9	Tamper with signs, signals, barricades	\$150.00
9.10	Attach to a motor vehicle by their hands, rope or other means for the purpose of being pulled by the motor vehicle.	\$150.00
9.11	Set fire highway, boulevard or sidewalk	\$150.00
SPEED LIMIT		
10.1	Exceed 50 km in the Village	\$150.00
10.3	Exceed 30 km/h in School zone	\$150.00
10.4	Exceed 30 km/h in Playground Zone	\$150.00
10.5	Exceed 15 km/h in an Alley	\$150.00
	Second Offense within a 12-month period	Double the fine

		indicated above
	Third Offense within a 12-month period	Triple the fine indicated above

DANGEROUS AND UNSIGHTLY PREMISES

Description	Rate
Section 10	
First Offence by that Person	\$300.00
Subsequent Offence by that Person	\$500.00

Schedule F: Fire Services

Description	Rate
FIRE PROTECTION FEES	
Fire Pumper	\$615.00 / hour
Rescue Vehicle	\$615.00 / hour
Bush Fire Vehicle	\$615.00 / hour
First Response Vehicle	\$615.00 / hour
Water Truck	\$615.00 / hour
Light Standard	\$180.00 / hour
PENALTIES	
Failure to report a fire	\$100.00
11.3 False Alarm	\$100.00
12.1 Fire requiring Fire Permit lit without Fire Permit	\$150.00
13.3 Failure to comply with terms and conditions of a fire permit	\$250.00
14. Igniting fire during fire ban	\$350.00
15.1 Failure to display civic address	\$100.00
16.1.2 Conducting activity that may cause fire without exercising reasonable care to prevent the fire	\$250.00
16.1.3 Light a fire without taking sufficient precautions to ensure that the fire can be kept under control at all times	\$250.00
16.1.6 Deposit burning matter in location where it may ignite other material and cause fire	\$250.00
16.1.4 Allowing fire to become a running fire	\$1,500.00
16.1.5 Lighting a fire when condition conducive to creating running fire	\$1,500.00
16.1.7 Burning refuse, waste, junk, garbage, structures or debris	\$300.00
16.1.8 Impede member who is carrying out function related to fire protection	\$300.00
16.1.9 Damage, destroy or interfere with the operation of apparatus, equipment or fire department property	Cost plus \$15% or \$500 (whichever is greater)
16.1.10 Falsely represent oneself as a member without fire chief authorization	\$1,000.00

16.1.11 Failure to comply with order to vacate a building	\$500.00
16.1.11 Cross perimeter established at the scene of an incident	\$250.00
Second Offence (within same calendar year)	Double the fine indicated above
Third Offence (within same calendar year)	Triple the fine indicated above

Schedule G: Lot Rent

Description	Rate
Lot Rental	\$100.00 / month

Schedule H: Machine, Labour and Material Costs

Description	Rate
Equipment	
Backhoe	\$90.00 / hour
Mower	\$65.00 / hour
Truck	\$35.00 / hour
Tamper	\$55.00 / hour
3 Point Hitch	\$80.00 / hour
Dump Truck	\$60.00 / hour
Manual Labour	\$60.00 / hour \$110.00 / 2 hours
Material	
¾" Washed Gravel (delivery included)	\$90.00 / m ³
3-4" Road Crushed Gravel (when available)	\$50.00 / m ³
Soil/Fill (when available)	\$25.00 / m ³
Top Soil	\$50.00 / m ³
Crushed Concrete (when available)	\$20.00 / m ³
Mulch (when available)	\$20.00 / m ³
Crushed Asphalt (when available)	\$20.00 / m ³

Schedule I: Planning and Development Fees

Description	Rate
Residential	
Single-family homes	\$50.00
Modular homes	\$50.00
Mobile homes (new or used)	\$50.00
Residential additions	\$50.00

Home occupations	\$50.00
Special residential uses including half-way houses, group homes, day care, nursing homes, etc.	\$50.00
Commercial, including government office buildings	
Car lots, trailer sales, parking garages, etc.	\$150.00
Commercial buildings:	
less than 465 m (5,000 sq. ft.)	\$150.00
465 - 1,858 m (5,000 - 20,000 sq. ft.)	\$200.00
1,859 - 4,645 m (20,001 - 50,000 sq. ft.)	\$350.00
Shopping centres, high rise buildings, and major commercial applications in excess of 4,645 m (50,000 sq. ft.)	\$550.00
Industrial	
Industrial and warehouse buildings:	
less than 465 m (5,000 sq. ft.)	\$150.00
465 - 1,858 m (5,000 - 20,000 sq. ft.)	\$200.00
1,859 - 4,645 m (20,001 - 50,000 sq. ft.)	\$250.00
Multi-tenancy industrial buildings or complexes exceeding 4,645 m (50,000 sq. ft.)	\$350.00
Miscellaneous	
Public service buildings such as churches, schools, auditoriums, fire halls, police stations, etc.:	
Under 929 m (10,000 sq. ft.)	\$50.00
929 m (10,000 sq. ft.) and over	\$100.00
Sign permits (including home occupations)	\$50.00
Letters of Compliance	\$50.00
Land Use Bylaw Amendments	\$50.00
Notification Fee	\$50.00
Advertising	\$100.00
Request to convene a special meeting of the Subdivision and Development Authority	\$100.00
Appeal to the Subdivision and Development Appeal Board (may be refundable)	\$100.00
Certificate of Title	\$40.00

Schedule J: Water, Wastewater and Solid Waste Rates

WATER

Description	Rate
Residential - Flat fee (WINTER up to 22.73 m ³ / SUMMER up to 35m ³)	\$45.00
Residential - Metered Overage	\$ 1.50 per m ³
Commercial - Flat Rate (up to 34 m ³) ALL YEAR	\$65.00
Commercial - Metered Overage	\$ 1.50 per m ³

Utility Hook-up Administration Fee	\$25.00
Account Finalization Administration Fee	\$25.00
New Building Temporary Disconnect of Water	\$50.00
New Building Reconnect	\$50.00
Water Shut-off at Curb Stop (Disconnection Fee)	\$50.00
Turn-on at Curb Stop (Reconnection Fee)	\$50.00
Water Meter Inspection When Meter Not Faulty	\$50.00
Meter Readings	\$30.00
Waterline Loan Repayment Fee	\$13.00
Bulk Water - Water Rate	\$3.00 per m3
- Fire Water Haulers	\$2.00 per m3
- Key Fob	\$20.00

WASTEWATER

Residential – Flat fee	\$10.00
Commercial – Flat fee	\$10.00
Sewer Camera	\$150.00

SOLID WASTE

Flat Fee	\$17.00
Extra Black Bin	\$97.50
Utility Administrative Fee	\$7.50

An interest charge of two percent (2%) per month will be imposed on outstanding accounts payable to the Village of Warner which remain unpaid after thirty (30) days from the date of the billing of the account.

WATER CONSERVATION FINES

Description	Rate
First Offence	\$25.00
Second Offence	\$50.00
Third and Subsequent Offences	\$100.00

Airport: BACKGROUND

February 2026

Over the last few years, there has been an increase in the utilization of the airport for recreational purposes such as the Turn'em & Burn'em, Street Wheelers, the Lethbridge Sports Car Club and more. While these organizations did not pay a rental fee (a council decision) to the Village, they did make donations to various community groups. And those who have utilized the airport express gratitude for the use and noted their events were quite successful.

Precipitating from a potential offer to purchase the airport, administration met with the lessees of the airport hangars in 2025 to gather input on the increased usage from outside parties at the Warner Airport.

One theme through the engagement was evident from the lessees: What does Council consider the priority use for the airport?

There was discussion on safety concerns, Council's thoughts on future use of the airport and level of service for at least one business who leases.

At the February Council meeting, the following motion was made:

Moved by Deputy Mayor Baron, "that Council direct Administration to research other community airport event rates, approve the event requests for the Street Wheelers and the Lethbridge Sports Car Club for 2026 and further, to direct inspections of the airport after the event and enforce the user agreement for any repairs needed."

Motion Carried 2026-45

August 2026

A letter received from a hangar lessee precipitated the following motion:

Moved by Mayor Lindsay, "that Council direct administration to engage hangar lessees and event renters regarding airport use and to research hangar lease fees."

Motion Carried 2026-195

Administration has completed research as requested and has found the following:

	Hangar Fee	Airstrip Rental
Brooks	lot lease \$.10 sq ft plus maintenance fee	no charge or fee
Cardston	\$100 / day monthly determined by airport manager	\$650.00 / day airstrip only
Foremost	\$778.48 / year	No rental - only drones allowed
Fort McLeod	Lots are sold at \$25,000 - private hangars	no rental - previously \$400 weekday and \$500 weekend day
MD of Pincher Creek		no rates: free for all
Taber /Vauxhall	\$20 / apron frontage per foot	no

Current rates bylaw states \$100.00 per day for events and \$800.00 annual hangar lease.

	2023	2024	2025	YTD	2026
	ACTUAL	ACTUAL	ACTUAL	July 31 2026	BUDGET
AIRPORT REVENUE					
HAY LEASE	-	-	(4,130.00)	-	(4,000)
HANGER LEASES	(3,600.00)	(3,100.00)	(3,300.00)	(5,493.37)	(3,300)
TRANSFER FROM RESERVES		-	-	-	(5,000)
TOTAL REVENUE	(3,600.00)	(3,100.00)	(7,430.00)	(5,493.37)	(12,300)
AIRPORT EXPENSES					
PROPERTY TAX	1,162.50	1,220.45	1,181.19	-	1,200
INSURANCE	5,272.64	4,227.00	1,652.00	3,548.00	3,548
GOODS and SUPPLIES	869.70	473.08	546.81	-	500
REPAIRS & MAINT	-	-	-	-	15,000
ELECTRICITY	652.94	1,181.45	1,311.58	641.57	1,240
AMORTIZATION	17,230.05	50.50	-	-	-
TOTAL EXPENSES	25,187.83	7,152.48	4,691.58	4,189.57	21,488
NET	21,587.83	4,052.48	(2,738.42)	(1,303.80)	9,188

Municipality	Pop.	Local Youth / Minor Sports / Figure Skating	Non Local	Local Adult	Non Local	School	Other	Season Pass	Summer Rentals / Dry Floor	STAT Holiday
Bow Island	2036	\$82.40	\$150.00	\$120.00	\$150.00	\$82.40	\$110.00 Rec Hockey \$2.00 / day public skate/shinny/drop in	Family (up to 6) \$80.00 Individual \$30.00	Hourly: \$155.00 deposit plus \$25.00 / hour Daily: \$305.00 deposit plus \$255.00 / hour	STAT Holiday Adult \$150.00 STAT Holiday Out of Town User \$200.00
Coaldale	8771	\$102.00		\$205.00		\$61.25	\$81.50 early morning ice (booking ends prior to 8 am) \$158.00 Junior Teams		Adult \$80.00 Youth \$60.00	
Donnelly	338	\$80.00		\$120.00		\$80.00	tournaments \$2500 plus \$1000 damage deposit			
Foremost	501	\$100						Family \$500.00 Individual \$250.00		
Hines Creek	335						\$100.00			
Magrath	2481	\$95.00 (includes county)	\$125.00	\$120.00 (includes county)	\$125.00	per contract	daytime (7-3 pm) rate \$60.00			
Pincher Creek	3890	\$80.00		\$135.00			shinny drop in \$10 per player			\$150.00
Raymond	4199	\$90.00	\$135.00 (County incl.)	\$135.00		\$25/flood	\$50 non prime time Family/individual public skate Free		Groups/Private \$50.00 Minor Sports Group \$25.00 Mezzanine \$25.00	
Standard	353						\$185.00			
Taber	8862	86.5					10 Use: \$36.00 Seasonal Shinny Fee: \$79.50		\$52/hour or \$515.50 /day	
Vauxhall	1451	\$100.00 (includes county)	\$125.00	\$125.00 (includes county)	\$150.00		\$12.00 drop in 1.5 hr max public skate by donation		under 50 persons \$75/hour / \$150/day under150 persons \$100/hour or \$375/day over 150 persons \$150/hour or \$425/day	
rates are per hours unless otherwise noted										



Water Cost, Consumption and Averaging

BACKGROUND

A Water Costs and Consumption report was first provided to Council in February 2025. At the June 2025 Council meeting, the discussion of water averaging took place to consider if water that is not used over the winter could be used at in the summertime to offset overage.

Advancing the water averaging conversation did not occur as the number of accounts that used over their consumption did not correlate to the amount of work required administratively to change the system on the financial end.

The following is a summation from the June 2025 report to Council. The numbers for 2025 have not been fully extracted.

There are 244 utility accounts in the village. The following chart outlines the utility fee per month, the total consumption for 2024 and 2023.

Village water licence allotment per year	150,485 m ³		
Village water use 5-year average, including bulk water	432,347 m ³	as per Ridge Water	
Residential			
Flat Fee / month	\$ 45.00	Overage per m ³	\$ 1.50
Winter – up to 22.73 m ³	159.11 m ³	October to April (7 months)	
Summer – up to 35 m ³	175 m ³	May to September (5 months)	
Total annual allotment	334.11 m ³		
2023	24,529 total m ³	16 accounts used over 334.11 m ³ in 2023	
2024	23,037 total m ³	11 accounts used over 334.11 m ³ in 2024	

Village of Warner Water Licence
122 acre feet or 150,485 m3

Village Water Sales		
	Municipal	Bulk
2025	-\$ 165,908.07	-\$ 11,299.34
2024	-\$ 162,783.93	-\$ 29,551.78
2023	-\$ 159,245.57	-\$ 14,366.20
2022	-\$ 140,519.47	-\$ 69,288.54
2021	-\$ 136,179.42	-\$ 1,625.46
2020	-\$ 131,931.69	-\$ 8.05
Total	-\$ 896,568.15	-\$ 126,139.37

Grand Total		Village Consumption m3		Grand Total m3
		Municipal	Bulk	
		23037.2	10966.98	
		24259.0	5790.61	
		25008.2	23933.38	
		27411.5	6561.56	
		26000.0	6.49	
	(1,022,707.52)	125,715.90	47,259.02	172,974.92

	Paid to RID	Fee	RWSC Invoices Water	RWSC Management Services*		RID M3	RID Acre Feet	RWSC Invoices m3
2025	\$ 3,498.00	\$ 60.00	\$ 70,416.92	\$ 31,931.20		71852	58.3	71854
2024	\$ 3,797.64	\$ 54.80	\$ 78,227.52	\$ 30,488.80		81487	66	81487
2023	\$ 4,011.36	\$ 54.80	\$ 86,758.75	\$ 18,945.40		90820	73.2	91325
2022	\$ 5,877.20	\$ 54.80	\$ 101,366.52	\$ 16,529.60		109780	89	110181
2021	\$ 3,755.44	\$ 54.80	\$ 69,489.44	\$ 16,077.37		84531	68.53	75532
2020	\$ 2,929.17	\$ 48.95	\$ 67,916.24	\$ 16,244.90		73821	59.84	73822
Total	\$ 23,868.81		\$ 474,175.39	\$ 130,217.27	\$ 628,261.47	512,291.00	414.87	504,201.00

(*includes travel/chemical/operator)

Water Line Loan

May-14	\$ 650,000.00	at 4.03%
	\$ 11,875.00	quarterly payments
May-24	\$ 397,766.95	at 6.85% for one year
	\$ 1,041.00	weekly payments
May-25	\$370,926.57	at 4.91% one year fixed
	\$ 1,041.00	weekly payments
May-26	\$ 137,075.00	prime + .73% one year floating
	\$ 1,041.00	weekly payments

Water Rates - Bylaw 630-24

Residential		Commercial	
Flat Fee / month	\$ 45.00	Flat Fee/month	\$ 65.00
Winter - up to 22.73 m3		up to 34m3 annually	
Summer - up to 35m3			
overage/m3	\$ 1.50	overage / m3	\$ 1.50
Bulk m3	\$ 3.00	Fob	\$ 20.00

[illegible]

Request for Decision Traffic Bylaw 664-26

RECOMMENDATION

That first reading be given to Bylaw 664-26, being the Traffic Bylaw.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

LEGISLATIVE AUTHORITY

Municipal Government Act

Alberta Traffic Act

Alberta Off Highway Vehicle Regulation

BACKGROUND

Moved by Mayor Lindsay, "that Council directs administration to consolidate Bylaws 529-11, 211, and 232 into one traffic bylaw." Motion Carried 2025-283

Upon review, Bylaws 31, 207 and 623-23 were also incorporated in to the new traffic bylaw.

RISKS/CONSEQUENCES

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Traffic Bylaw 664-26
2. Clearing of Snow and Ice Bylaw 4
3. Obstruction Bylaw 31
4. Street Traffic and Parking Bylaw 207
5. Highway No. 4 Speed Limit Bylaw 211
6. Erect Traffic Signs Bylaw 232
7. Truck Bylaw 623-23

**VILLAGE OF WARNER
BYLAW 664-26**

**A BYLAW OF THE VILLAGE OF WARNER IN THE PROVINCE OF ALBERTA TO
REGULATE TRAFFIC SAFETY.**

WHEREAS the Municipal Government Act RSA 2000, c M-26 and regulations as amended, provides that Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people; the protection of people and property; nuisances, including unsightly property; services provided by or on behalf of the municipality; public utilities and the enforcement of bylaws;

AND WHEREAS the Municipal Council of the Village of Warner, in the Province of Alberta, has the authority to implement a Traffic Bylaw in accordance with the Traffic Safety Act, being Revised Statutes of Alberta 2000, Chapter T-6 and amendments thereto;

NOW, THEREFORE, the Council of the Village of Warner, in the Province of Alberta, hereby enacts as follows:

1. TITLE

- 1.1. This Bylaw may be referred to as the "Traffic Safety Bylaw".

2. DEFINITIONS

Alley means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land;

Boulevard means that part of a highway in an urban area that:

- (i) is not roadway, and
- (ii) is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians;

Commercial Vehicle means a vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation but does not include a private passenger vehicle;

Designated Officer means the Chief Administrative Officer, Bylaw Enforcement Officer, RCMP Officer, Peace Officer, and/or Fire Chief of the Village of Warner or their duly authorized assistant;

Highway means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway, or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

- (i) a sidewalk, including a boulevard adjacent to the sidewalk,
- (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
- (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be,

but does not include a place declared by regulation not to be a highway;

Maximum Allowable Weight means the weight that may be borne by a commercial vehicle;

Mobility Aid means a device used to facilitate the transport, in a normal seated orientation, of a person with a physical disability;

Motor Vehicle means:

- (i) a vehicle propelled by any power other than muscular power,
- (ii) or a moped,

but does not include a bicycle, a power bicycle, an aircraft, an implement of husbandry or a motor vehicle that runs only on rails;

Off Highway Vehicle means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel, (i) 4-wheel drive vehicles, (ii) low pressure tire vehicles, (iii) motorcycles and related 2-wheel vehicles, (iv) amphibious machines, (v) all terrain vehicles, (vi) miniature motor vehicles, (vii) snow vehicles, (viii) minibikes, and (ix) any other means of transportation that is propelled by any power other than muscular power or wind, but does not include (x) motor boats, or (xi) any other vehicle exempted from being an off-highway vehicle by regulation;

Park(ed) means the standing of a vehicle whether occupied or not, except when standing temporarily while loading or unloading or standing with engine running while occupied and in obedience to traffic regulations;

Recreational Vehicle means any Vehicle used or intended primarily for recreational use and includes any motor home, holiday trailer, camper, tent trailer, and any van or bus converted for recreational use as well as any boat trailer, all-terrain Vehicle trailer or other non-commercial utility trailer;

Roadway means that part of a highway intended for use by vehicular traffic;

Sidewalk means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between:

- (i) the curb line, or
- (ii) where there is no curb line, the edge of the roadway, and the adjacent property line, whether or not it is paved or improved;

Traffic Control Device means any sign, signal, marking or device placed, marked or erected under the authority of the Traffic Safety Act for the purpose of regulating, warning or guiding traffic;

Trailer means a vehicle so designed that it:

- (i) may be attached to or drawn by a motor vehicle or tractor, and
- (ii) is intended to transport property or persons,

and includes any vehicle defined by regulation as a trailer but does not include machinery or equipment solely used in the construction or maintenance of highways;

Vehicle means a device in, on or by which a person or thing may be transported or drawn on a highway and includes a combination of vehicles but does not include a mobility aid;

Village shall mean the Municipal Corporation of the Village of Warner in the Province of Alberta.

3. PARKING

- 3.1. Unless a Traffic Control Device permits or requires, a Vehicle, Recreational Vehicle, equipment and machinery shall not be Parked:
- 3.1.1 At any place where a traffic control device prohibits stopping or parking, during the times stopping or parking is so prohibited;
 - 3.1.2 on any part of a Sidewalk or Boulevard;
 - 3.1.3 on a Crosswalk or any part of a Crosswalk or obstruct the visibility of a Crosswalk;
 - 3.1.4 within 5 metres of an approach to a stop sign or yield sign;
 - 3.1.5 within 5 metres from the near side of a marked Crosswalk;
 - 3.1.6 at an Intersection within 5 metres of the projection of the curb or edge of the Roadway;
 - 3.1.7 within an Intersection other than immediately next to the curb or edge of the roadway in a "T" Intersection;
 - 3.1.8 within 1.5 metres of an access to a garage, private road or driveway or a Vehicle crossway over a Sidewalk;
 - 3.1.9 or stopped on a Highway within 5 metres of a fire hydrant or, when the hydrant is not located at the curb, within 5 metres from the point on the curb nearest the fire hydrant;
 - 3.1.10 alongside or opposite any street excavation or obstruction when the stopping or parking would obstruct traffic;
 - 3.1.11 At or near the site of any fire, accident or other emergency, if stopping or parking would obstruct traffic or hinder emergency vehicles or Peace Officers, Firemen, ambulance drivers or assistants or rescue officers or volunteers.
 - 3.1.12 on a Highway in a manner that blocks or obstructs:
 - 3.1.12.1 the movement of traffic on the Highway;
 - 3.1.12.2 a doorway to a building; or
 - 3.1.12.3 the approach to any fire station, police station, hospital or other place where emergency Vehicles require regular access.

- 3.2. Unless a Traffic Control Device permits or requires, a Vehicle, Recreational Vehicle, equipment and machinery shall not be Parked in an Alley unless:
- 3.2.1 A Traffic Control Device permits such Parking; or
 - 3.2.2 the Vehicle is a Commercial Vehicle with hazard warning lights on and in the process of loading or unloading goods.
- 3.3 Notwithstanding anything else in this bylaw, a Commercial Vehicle shall not be Parked in an Alley:
- 3.3.1 for more than 30 minutes; or
 - 3.3.2 in a manner that blocks or obstructs the movement of traffic.
- 3.4 No Vehicle shall be double parked on any Avenue or Street at any time.
- 3.5 No owner or operator of a vehicle shall cause or permit such vehicle to be parked or left on any highway if it is not of operable condition.
- 3.6 A Vehicle shall not be Parked on a Highway in any location identified as being for the use of persons with disabilities unless the Vehicle:
- 3.6.1 displays a valid disabled placard or license plate issued or recognized by the Province of Alberta; and
 - 3.6.2 is being used for the transportation of a Person with a disability.

The locations identified as being for the use of persons with disabilities are as follows:

Commented [KL1]: Does Council wish to designate?

4. RECREATIONAL VEHICLES and TRAILERS

- 4.1. A Recreational Vehicle and/or Trailer shall not be Parked on a Highway unless the Trailer is attached to a Vehicle by which it may be drawn.
- 4.2. A Trailer or Recreational Vehicle Parked on a Highway shall not be occupied.
- 4.3. A Vehicle, Recreational Vehicle or Trailer left standing for more than 72 consecutive hours is deemed to have been abandoned at that location.

5. TRAFFIC CONTROL DEVICES

- 5.1. No Person shall act contrary to any Traffic Control Device, whether on public or private property.
- 5.2. The Village may cause a temporary Traffic Control Device to be placed along a portion of a Highway or any other place, for the purpose of construction, maintenance, repairs, snow removal or any other reason.
- 5.3. A Traffic Control Device may provide an effective time for which the provisions of that

Traffic Control Device shall go into effect.

- 5.4. No Person shall place upon any Highway or upon any structure abutting a Highway, any sign or notice resembling a Traffic Control Device.
- 5.5. No Person shall move or in any way change any Traffic Control Device unless authorized to do so by the Village.

6. OBSTRUCTIONS

- 6.1. No person shall place any object (including trees, shrubs or other vegetation) on, above or adjacent to a Highway, Sidewalk, Boulevard, or any other Village property in a manner that may unreasonably obstruct or interfere with sight lines and visibility required the passage of another person using or desiring to use that public place.
 - 6.1.1. Any vegetation overhanging a Highway, sidewalk, boulevard, Roadway, or alley must be more than three (3) metres above the Highway public sidewalk, boulevard, Roadway, or alley.
 - 6.1.2. along the frontage of properties on corner lots with intersections, the bushes, shrubs, or hedges must be trimmed to a maximum of one (1) metre.
- 6.2. No Person or group of people shall obstruct the entrance to any building from a Highway or to prevent or interfere with the free movement of other Persons using that Highway.
- 6.3. Persons disregarding this provision must remove such obstructions at their own expense or the person by whom or by whose direction the obstruction is so placed or by or at the expense of the occupant of the premises connected therewith, otherwise the Village may order removing and providing any expense has been incurred by the Village for such removal of any obstruction, may be recoverable by the distress upon the goods and chattels of the person by whom or by whose direction any obstruction is so placed in the same manner as if such expenses were taxes levied pursuant to the Municipal Government Act and so recoverable.

7. VEHICLE WEIGHT

- 7.1. Vehicles having a gross vehicle weight of 9,600 kgs or 21,164 lbs or more are not permitted in the Village.

8. SNOW AND ICE REMOVAL

- 8.1. All persons owning or occupying premises in the Village, shall clear away and remove all snow, ice, dirt and other obstructions from the sidewalk situated on land adjoining the property owned or occupied by them within 24 hours of the time that such snow, ice, dirt or other obstructions were deposited thereon.
- 8.2. The Village may after the expiration of the 24 hours aforesaid, remove and clear away all snow, ice, dirt and other obstructions required to be removed in subsection 8.1 and charge the expenses thereof to the owner or occupant. In the event of non-payment within (30) thirty days, of the expenses, such expenses shall be charged against the property as a special assessment to be recovered in a like manner as other taxes.

- 8.3. The Village may cause moveable signs to be placed on or near a highway instructing persons in control of vehicles to move their vehicles to facilitate snow removal.
- 8.4. After signage is displayed pursuant to subsection 8.3, during snow removal or highway cleaning operations carried on by Public Works and/or their contractors, the Village may tow or remove or impound vehicles from the highway being cleaned or from which snow is being removed, when such said vehicle impedes snow removal or cleaning operation.
- 8.5. No persons owning or occupying premises or contractors conducting snow removal shall stock pile snow on Village property or on roadway.

9. GENERAL

- 9.1. No Person shall perform any construction or maintenance work on a Highway without valid permission or Permit issued by the Village.
- 9.2. No Person operating a Motor Vehicle shall use engine retarder brakes within the Village.
- 9.3. No Person shall operate an Off Highway Vehicle anywhere within the Village except for the sole purpose of loading or unloading the Off Highway Vehicle from a Vehicle or Trailer. This section does not apply to any Designated Officer or Village employee while in the execution of their duties.
- 9.4. No Person shall operate a Vehicle having metal spikes, lugs, tracks, cleats, skids or bands projecting from the surface of the wheel or tire of the Vehicle, upon a Highway unless a valid Permit has been issued by the Village. This Section does not apply to the use of studded tires.
- 9.5. A registered owner or operator of a Vehicle shall not permit engine or transmission fluids, or vehicle fluids of any type, from being discharged onto a Highway. If such a discharge occurs, the registered owner of the vehicle shall promptly remove the fluid from the Highway. Person(s) responsible for such distribution shall be liable for clean-up and/or repair costs.
- 9.6. Where an unprotected hose of the Village of Warner Fire Department or any assisting Fire Department has been laid down on a highway or a driveway no person shall drive a vehicle over such hose unless an official of the Village of Warner's Fire Department, at the scene, has specifically allowed them to do so.
- 9.7. No person shall pass beyond a point designated by a Peace Officer or a member of the Fire Department near the location of a fire or emergency scene.
- 9.8. No person shall allow any dirt, sand, gravel, cement or any other material to be deposited on a highway.
- 9.9. No person shall tear down, remove, or interfere with any signs, signals, barricades, flares or other things placed in accordance with the provisions and regulations of the Act or this bylaw.

- 9.10. No operator of a motor vehicle shall permit any person to attach to a motor vehicle by their hands, rope or other means for the purpose of being pulled by the motor vehicle.
- 9.11. No person shall set fire to any combustible material on any highway, boulevard or sidewalk.

10. SPEED LIMIT

- 10.1 Unless otherwise posted, the maximum speed limit in the Village is 50 kilometres per hour.
- 10.2 Notwithstanding subsection 10.1, Council may prescribe a lesser speed limit on a highway in the Town and shall indicate such lesser speed by posting a traffic control device in the location of where the speed limit is in effect. In addition, Council may also prescribe the hours of the day in which the lesser speed is in effect.
- 10.3 No person shall drive a motor vehicle, in any school zone at a rate of speed greater than 30 kilometres per hour on any day school is in session between time period of 8:00 a.m. and 4:30 p.m.
- 10.4 No person shall drive a motor vehicle, in any playground zone at a rate of speed greater than 30 kilometres per hour between the hours of 8:00 a.m. and one hour after sunset.
- 10.5 No person shall drive a vehicle in or along an alley in the Village at a speed greater than 15 kilometres per hour.

11. EXEMPTIONS

- 11.1. Nothing in this Bylaw shall apply to:
- 11.1.1. Emergency Vehicles or Operators of Emergency Vehicles acting in accordance with their official employment duties.
- 11.1.2. Designated Officers acting in accordance with their official employment duties; or
- 11.1.3. a Person acting in accordance with:
- 11.1.3.1. a Traffic Control Device; or
- 11.1.3.2. notwithstanding the existence of a Traffic Control Device, the directions of a Designated Officer.
- 11.1.4. A Village Employee acting in accordance with their official employment duties.

12. OFFENCES AND ENFORCEMENT

- 12.1. A Designated Officer is hereby authorized and empowered to issue a Notice, Municipal Violation Ticket to any Person who the Designated Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. The Designated Officer may commence proceedings against such Person.

- 12.2 Municipal Violation Tickets and Violation Tickets will be issued in accordance with the Provincial Offences Act and the Village's Rates Bylaw.
- 12.3 It is an offence to interfere, obstruct, or hinder any person authorized by the Village, including Officers and other authorized persons, in the exercise or performance of the person's powers pursuant to this Bylaw.
- 12.4 The specified fines for an offence committed pursuant to this bylaw are set out in the Village of Warner's Rates Bylaw.
- 12.5 The expenses and costs incurred by the Village in the enforcement of this bylaw may be collected as a civil debt that is the subject of the enforcement proceedings under this Bylaw.

13. SEVERABILITY

If any provision of these bylaws shall be held invalid or unenforceable, the invalidity or unenforceability shall attach only to that provision and shall not in any manner affect or render invalid or unenforceable any other provision, and these bylaws shall be interpreted and enforced as if the invalid or unenforceable provision were not contained herein.

14. REPEAL OF BYLAW

- 14.1 That Bylaws 4, 31, 207, 211, 232, and 623-23 are hereby repealed.

15. EFFECTIVE DATE

- 15.1 This Bylaw shall take effect at the date of final passing thereof.

Read a first time this XX day of XXXX, 2026.

Read a second time this XX day of XXXX, 2026.

Read a third and final time this XX day of XXXX, 2026.

Tyler Lindsay
Mayor

Kelly Lloyd
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this XX day of XXXX, 2026.

BY-LAW NO.FOUR.

A BY-LAW OF THE VILLAGE OF WARNER TO PROVIDE FOR THE
CLEARING OF SNOW AND ICE FROM SIDEWALKS.

1.The Council of the Village of Warner enacts as follows:-

1.That every occupant and in case there be no occupant then the owner of every house,shop,building, lot or parcel of land ,and every person having charge or care of any church,or other public building ,fronting fronting or abetting on a street where the sidewalks are planked or paved in the Village of Warner shall within the first twenty four hours after every fall of snow or hail or after a fall of snow from off any building cause the same to be removed entirely off the sidewalk opposite each house,shop,building,church or parcel of land respectively.

2.That no person shall cause any injury to any sidewalk or pavement in said Village by striking,picking or cutting the same with any shovel,pick,crowbar,or other metal instrument whatever,whether such person be engaged in removing snow or ice from such sidewalk or pavement or not.

3/That where non-residents and other persons neglect or refuse to clean the sidewalks within the twenty four hours mentioned in section one of this By-Law,it shall be lawful for the Council of the Village to have the work done under the supervision of the Village Constable or otherwise and in case of non-payment of the expenses of same by the owner or occupant,to charge the same against the property as a special assessment to be recovered in like manner as and with other taxes.

4.That any person found guilty of a breach of this By-Law shall upon conviction before a Justice of the Peace or other officer having jurisdiction be liable to the penalties imposed by the By-Law providing for the enforcement of

the By-Laws of the Village of Warner .
DONE AND PASSED in Council assembled at the Village of Warner, this 3 day of Feb A.D.1919.

Reeve

SEAL.

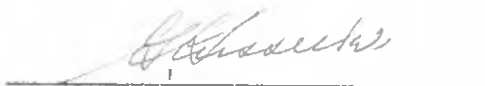
BY-LAW NO. 31

A BY-LAW OF THE VILLAGE OF WARNER FOR THE PURPOSE OF REGULATING THE PLACING OF OBSTRUCTIONS ON STREETS, LANES, SIDEWALKS OR OTHER PUBLIC PLACES.

Under and by virtue of the authority vested in the Village of Warner by the Town and Village Act, being Chapter 49, of the Statutes of Alberta, 1934, the Council duly assembled enacts as follows:-

1. No person shall place any obstruction on, over or under any street, lane, sidewalk, or other public place within the Village of Warner until a permit therefor has been issued being authorized by resolution of the Council permitting the same.
2. Persons disregarding this provision must remove such obstructions at their own expense or the person by whom or by whose direction the obstruction is so placed or by or at the expense of the occupant of the premises connected therewith, otherwise the Village Council may order removal and providing any expense has been incurred by the Village for such removal of any obstruction, may be recoverable by distress upon the goods and chattles of the person by whom or by whose direction any obstruction is so placed in the same manner as if such expenses were taxes levied pursuant to the Town and Village Act and so recoverable.

DONE and PASSED in Council assembled at Warner
this second day of December, A.D. 1940.



Mayor



Secretary-Treasurer

SEAL

ENACTING A BY-LAW OF THE VILLAGE OF WARNER FOR THE PURPOSE OF REGULATING STREET TRAFFIC AND PARKING

Under the authority of Sections 256 and 296 of the Town and Village Act, 1952, the Council of the Village of Warner duly assembled, enacts as follows:

For the purpose of this By-Law the words:

- (a) "Park" when prohibited means the standing of a vehicle whether occupied or not, except when standing temporarily while loading or unloading or standing with engine running while occupied and in obedience to traffic regulations.
- (b) "Traffic" means a vehicle of any kind in the process of moving.
- (c) "Vehicle" means a motor vehicle, trailer, traction engine and any drawn vehicle propelled or driven by any kind of power, including muscular power.

The setting up of STOP signs at all points of intersections of side streets and other traffic instruction signs is hereby authorized.

All persons in charge of a vehicle shall obey the signs within the village and shall come to a complete stop before entering any intersection where there is a stop sign.

All vehicles shall be brought to a complete standstill by the driver thereof at least ten feet prior to entering upon a Street or Avenue from any alley or lane.

Where curbs or sidewalks are painted with a solid yellow line it shall be an offence to park on or over said lines.

No vehicle shall stop on the travelled portion of any Street or Avenue at any time except when requested to do so by one having authority.

No vehicle shall weave from one side of the road to the other but shall keep to the right hand side of the road as nearly as possible.

The sounding of horn, gong, bell or other signalling device for other than giving some particular warning is prohibited.

It is illegal to operate a motor vehicle without a muffler in good repair.

All headlights after sunset, shall be kept on the dim position while driving within the village limits and if on the bright beam up shall be considered unlawful.

No person shall allow anything to lie in any Street, Avenue or Alley at any time so as to block any part of the thoroughfare without the consent of the Council.

No person shall tow behind any motor vehicle any sled or person on skis.

No person or persons shall ride, drive or park any motor vehicle, scooter or bicycle on a sidewalk of the Village of Warner.

No person shall back from the curb without making sure the way is clear.

The driver of any vehicle shall yield the right of way to any pedestrian crossing any intersection or roadway at a marked or unmarked crosswalk.

Peace Officer means the mayor or reeve, sheriff, justice of peace, police officer, police constable or other person employed for preservation and maintenance of public peace or for the service or execution of public civil process.

PARKING

The village shall be divided into districts for the regulating of parking and movement of traffic, which shall be as follows:

(a) The business district of the Village of Warner shall be Third and Fourth Avenues from the Old No. 4 Highway to Third Street including the alley between.

(b) All the rest of the Avenues, Streets and Alleys in the aforesaid village shall be considered residential district for the purpose of this By-Law.

(1) No truck over one ton carrying capacity shall park in a diagonal position

on any of the Avenues or Streets within the limits of the Village of Warner but such truck may park in a parallel position on the North side of Fourth Avenue beginning at a point 25 feet of Park Roadway and on the North side of Third Avenue to within 25 feet of the intersection of Third Street and Third Avenue and in the residential district.

- (2) No vehicle shall be parked within twenty five feet of any corner of a Street intersection.
- (3) No vehicle shall be parked in any alley at any time except for loading or unloading.
- (4) No vehicle shall be parked within twenty five feet of any Fire Hydrant at any time.
- (5) No vehicles shall be double parked on any Avenue or Street at any time.
- (6) In case of fire, no vehicle shall be parked within one block of the conflagration.
- (7) It shall be illegal for any person to drive a vehicle over the fire hose whether the hose is inflated or not.

SPEED LIMIT

- (1) Any person driving any motor vehicle within the boundaries of the Village of Warner at a greater rate of speed than twenty five miles per hour, or at a greater rate of speed than ten miles per hour in turning a corner, shall be deemed to be driving at an unreasonable rate of speed.
- (2) No person shall drive a motor vehicle within any marked school zone on a highway at a speed greater than twenty five miles per hour, at any time between the hours of eight o'clock in the morning and five o'clock in the afternoon on any day which school is held.

PENALTY SECTION

- (1) Any person who commits a breach of the provisions of this By-Law shall be deemed liable to a fine which may be paid to the secretary-treasurer as authorized by Section 258 of the Town and Village Act as follows:
- (2) That all fines under Sections 3,4,5,6,9,10,11 and Section 13 Subsections (1),(2),(3),(4),(5),(6) shall carry a liability to a fine for the first offence of one dollar and a maximum fine of ten dollars for a second or subsequent offence.
- (3) That all fines under Section 7 and 8 shall carry a minimum penalty of two dollars with a maximum of ten dollars.
- (4) That a fine for the infraction of Section 13 Subsection (7) shall carry a minimum penalty of twenty five dollars with a maximum of one hundred dollars.
- (5) That Section 19 Subsection (1) and (2) will carry a fine of five dollars to fifty dollars and costs to be decided by the Police Magistrate or Justice of the Peace.
2. In case any vehicle is parked in violation of any provisions of this By-Law the police may cause the vehicle to be moved to a place designated by council at the expense of the owner.
22. All fines may be paid to the secretary-treasurer of the village to avoid prosecution by the police constable except as outlined in Section 20 Subsection (5) for speeding and if not paid within a reasonable time proceedings may be started.
23. Any offence not specifically mentioned in the penalty section of this By-Law shall carry no other recourse but to have brought before a Police Magistrate or Justice of the Peace and as the case may be, the general penalties of Village of Warner By-Law No. 1 shall be enforced.
24. All previous traffic By-Laws and resolutions shall be null and void on the date and day that this By-Law comes into effect.

Mayor

Secretary - Treasurer

(SEAL)

BY- LAW NO. 211

BEING A BY-LAW TO GOVERN THE SPEED LIMIT ON
THAT PORTION OF NO. 4 HIGHWAY LOCATED WITHIN
THE BOUNDRIES OF THE VILLAGE OF WARNER.

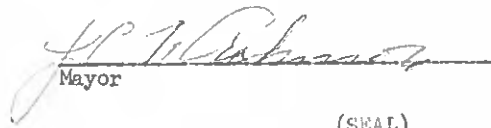
WHEREAS there have been numerous accidents
on the entrance onto No. 4 highway from
the Village of Warner.

THEREFORE be it enacted that the maximum
speed on that portion of No. 4 highway
situated within the boudries of the Village
of Warner shall not exceed 50 miles per
hour.

Read a first time this 9th day of November, 1966.

Read a second time this 9th day of November, 1966.

Read a third time and finally passed this 14th day
of December, 1966.



Mayor

(SEAL)


Secretary-Treasurer.

A BY-LAW OF THE VILLAGE OF WARNER TO ERECT TRAFFIC SIGNS

Under Sec. 221, Sub-Section (1) of the Highway Traffic Act, Chapter 30, Statutes of Alberta 1967 and including amendments of 1968 the council of the Village of Warner hereby authorizes the erecting of traffic signs at the following locations:

SPEED LIMIT SIGNS

On Fourth Avenue and First Street at the east Village limits.

On First Street north of Third Avenue.

On First Street south of First Avenue at Village limits.

On Fifth Street south of First Avenue at Village limits.

On Third Street north of Sixth Avenue at Village limits.

On Fourth Avenue west of Fifth Street at Village limits.

On Third Avenue east of Fourth Street.

On Fourth Avenue east of Fourth Street.

SCHOOL ZONE SIGNS:

On Fifth Street north of Second Avenue on east side of Street.

On Third Avenue west of Fourth Street on north side of Street.

On Fourth Avenue west of Fourth Street on north side of Street.

On Fifth Street north of Fourth Avenue on west side of Street.

On Fourth Avenue east of Village limits near Sixth Street.

At all locations the sign showing ENDS shall be placed on the opposite side of the street or avenue in each case.

NO PARKING BETWEEN SIGNS:

At the entrance of the Elks Park on Fourth Avenue and First Street.

At the entrance to the Fire Hall on Fourth Avenue and Second Street.

PARALLEL PARKING TRUCKS ONLY:

On the north side of Fourth Avenue from First Street to two hundred feet west shown on two signs.

PARALLEL PARKING SIGNS:

On the east side of Second Street between Third and Fourth Avenue.

On the north side of Third Avenue between Second and Third Streets.

On the north side of First Avenue between First and Second Streets.

On the south side of First Avenue between First Street and alley to the west.

On the east side of Third Street between Second Avenue and alley to the north.

On the north and south sides of Fifth Avenue between Third and Fourth Streets.

On all other streets and avenues not marked within the corporate limits of the Village of Warner.

ANGLE PARKING:

On the north and south sides of Fourth Avenue between First and Third Streets.

On the west side of Second Street between Third and Fourth Avenue.

On the south side of Third Avenue between Second and Third Streets.

On the west side of Third Street between Second and Third Avenue.

On the east side of Third Street between Third Avenue and alley to the south.

On the east side and west side of Third Street between Fifth and Sixth Avenues.

On the south side of First Avenue and Second Street east to alley way.

On the east side of Second Street and south.

NO "U" TURNS:

No "U" turns to be made at the intersection of Fourth Avenue and Second Street from any direction, signs to be placed showing same.

YIELD RIGHT OF WAY SIGNS:

On First Street and entering on Fourth Avenue.

On the pumphouse road and entering onto First Street.

On Third Avenue and entering onto First Street.

On Second Avenue and entering onto First Street.

On First Avenue and entering onto First Street.

On First Avenue and entering onto Second Street from the east.

On First Avenue and entering onto Second Street from the west.

On Second Street and entering onto Second Avenue from the South.

On Third Street and entering onto First Avenue from the South.

On Third Street and entering onto First Avenue from the North.

On Third Street and entering onto Second Avenue from the south.

On Third Street and entering onto Second Avenue from the north.

On Third Street and entering onto Fourth Avenue from the south.

On Sixth Avenue and entering onto Third Street from the west.

On Fourth Street and entering onto First Avenue from the north.

On Fourth Street and entering onto Second Avenue from the south.

On Fourth Street and entering onto Second Avenue from the north.

On Fourth Street and entering onto Fourth Avenue from the south.

On Fifth Avenue and entering onto Fourth Street from the west.

On Fifth Avenue and entering onto Fourth Street from the east.

On Fourth Street and entering onto Sixth Avenue from the south.

On Sixth Avenue and entering onto Fifth Street from the east.

On Fifth Avenue and entering onto Fifth Street from the east.

On Second Avenue and entering onto Fifth Street from the east.

On First Avenue and entering onto Fifth Street from the east.

On exit road from Civic Centre and entering onto Fourth Avenue from the south.

STOP SIGNS:

On First Street and entering onto Fourth Avenue from the south.

On First Street and entering onto Fourth Avenue from the north.

On Second Street and entering onto Second Avenue from the north.

On Second Street and entering onto Third Avenue from the south.

On Second Street and entering onto Third Avenue from the North.

On Second Street and entering onto Fourth Avenue from the south.
On Third Street and entering onto Third Street from the south.
On Third Street and entering onto Third Street from the north.
On Third Street and entering onto Fourth Avenue from the north.
On Fifth Avenue and entering onto Third Street from the west.
On Fifth Avenue and entering onto Third Street from the east.
On Fourth Street and entering onto Third Avenue from the south.
On Fourth Street and entering onto Third Avenue from the north.
On Fourth Street and entering onto Fourth Avenue from the north.
On Fifth Street and entering onto Third Avenue from the south.
On Fifth Street and entering onto Fourth Avenue from the north.

Read a first time this 11th day of June, A.D., 1969.

Read a second time this 11th day of June, A.D., 1969.

Read a third time and finally passed this 11th day of June, A.D., 1969.


Mayor

(SEAL)


Secretary-Treasurer.

**VILLAGE OF WARNER
BYLAW 623-23**

A BYLAW OF THE VILLAGE OF WARNER IN THE PROVINCE OF ALBERTA TO REGULATE VEHICLE WEIGHT.

WHEREAS the Municipal Government Act RSA 2000, c M-26 and regulations as amended, provides that Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people; the protection of people and property; nuisances, including unsightly property; services provided by or on behalf of the municipality; public utilities and the enforcement of bylaws;

AND WHEREAS the Municipal Council of the Village of Warner, in the Province of Alberta, has the authority to implement a Traffic Bylaw in accordance with the Highway Traffic Act, being Revised Statutes of Alberta 2000 Chapter T-6 and amendments thereto, and the Municipal Government Act being Chapter M-26.1 respectively of the Revised Statutes of Alberta, 2000, and amendments thereto,

AND WHEREAS, the Municipal Council deems it necessary to provide such a Bylaw to regulate and control vehicles having a gross vehicle weight of 9,600 kgs (21,164 lbs) or more.

NOW, THEREFORE, the Council of the Village of Warner, in the Province of Alberta, hereby enacts as follows:

1. TITLE

1.1. This Bylaw may be referred to as the "Truck Bylaw"

2. DEFINITIONS

2.1. **Vehicle** (for the purpose of this bylaw) includes any vehicle having a gross vehicle weight of 9,600 kgs or 21,164 lbs or more. Vehicle, therefore will include truck tractor, semi-trailer or trailer or any other vehicle exceeding the aforementioned weight.

2.2. **Village** shall mean the Municipal Corporation of the Village of Warner in the Province of Alberta.

3. GENERAL

3.1. No person shall park a vehicle as defined in (a) within the Village; with the exception of truck tractor units only being permitted on the owners' private property.

4. FINES

4.1. Any person contravening this bylaw may avoid eventual prosecution by way of summary conviction procedure by the voluntary payment of a specified penalty within the time stated thereon.



5. REPEAL OF BYLAW

5.1. That Bylaw 529-11 is hereby repealed as of January 1, 2024.

6. EFFECTIVE DATE

6.1. This Bylaw shall take effect on January 1, 2024.

Read a first time this 20th day of September, 2023.

Read a second time this 20th day of September, 2023.

Unanimous consent given for consideration for third reading this 20th day of September, 2023.

Read a third and final time this 20th day of September, 2023.



Tyler Lindsay
Mayor



Kelly Lloyd
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this 20th day of September, 2023.





Request for Decision Oldman River Regional Services Commission Agreement

RECOMMENDATION

That Council authorize administration and the Mayor to execute the Oldman River Regional Services Commission Services Agreement.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

At the August 2026 Council meeting, the following motion was passed:

Moved by Mayor Lindsay, "that the Oldman River Regional Services Commission Services Agreement be tabled to the September meeting and direct administration to calculate the new membership formula comparing to the current."
Motion Carried 2026-191

Administration has received communication from ORSSC advising that the overall membership fee has been approved to be increased by 5%. The ORRSC Board has for many years established a funding floor (minimum) and ceiling (maximum) of which the Village of Warner has historically paid the minimum rate. In 2027, that rate will increase from \$5,700.00 to \$7,500.00.



Request for Decision Oldman River Regional Services Commission Agreement

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

	2024	2025	2026	2027*
GIS	\$ 2,082.08	\$ 2,248.65	\$ 2,698.38	\$ 3,000.00
Planning Fees	\$ 2,792.00	\$ 5,000.00	\$ 5,700.00	\$ 7,500.00
SDAB	\$ 500.00	\$ 500.00	\$ 550.00	-
ARB	\$ 500.00	\$ 500.00	\$ 500.00	-
DO Fees			-	
	\$ 5,874.08	\$ 8,248.65	\$ 9,448.38	\$ 10,500.00

Population 363

* estimate

2026 equalized assessment 38,649,891

x split mill rate (urban and rural) = annual member contribution

2026 was 0.121

2027 preliminary equalized assessment 43,667,276

ATTACHMENTS

1. Oldman River Regional Services Commission Services Agreement



ORRSC

OLDMAN RIVER REGIONAL SERVICES COMMISSION

PLANNING & GIS FOR STRONG COMMUNITIES

July 30, 2026

File: 8E-91

Council & CAO
Village of Warner
Box 88
Warner, AB T0K 2L0

Dear Ms. Lloyd & Council:

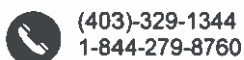
RE: Oldman River Regional Services Commission Member Services Agreement

On behalf of the Oldman River Regional Services Commission (ORRSC), please find enclosed copies of the updated Member Service Agreement for your review and execution.

For decades, ORRSC has proudly supported municipalities across the region by providing professional planning, subdivision, and GIS services. Throughout our history, the organization has evolved alongside the communities we serve, operating under various names and governance structures as regional needs and legislative frameworks have changed, ranging from the Lethbridge Planning Commission in 1955, the Oldman River Regional Planning Commission from 1963 to 1995, and the Oldman River Intermunicipal Service Agency from 1996 to 2002. While our organization has continued to grow and adapt, our core purpose has remained the same: providing trusted, collaborative planning support and advice to our member municipalities.

At the request of our member municipalities, ORRSC undertook a comprehensive review of the Member Service Agreement to ensure it continues to reflect the needs and expectations of our members. Over the past several months, ORRSC has worked diligently to modernize the agreement, clarify roles and responsibilities, and better align the document with the services currently provided by the Commission. The updated agreement was ratified by the ORRSC Board of Directors on June 4, 2026 and reflects the feedback received over the years while providing a clear, contemporary framework for our ongoing partnerships.

The updated agreement reflects the evolution of our organization and the strong relationships we have built with our members over many years. It does not alter the services that member municipalities have relied upon for decades, nor does it change ORRSC's commitment to approachable, high-quality service delivery. Rather, the agreement modernizes and formalizes the relationship between ORRSC and its members, ensuring that the document accurately reflects our current organizational structure, service offerings, and the collaborative partnerships that continue to guide our work.



(403)-329-1344
1-844-279-8760



3105 16 Avenue North
Lethbridge, AB T1H 5E8



info@orrsc.com
www.orrsc.com



ORRSC

OLDMAN RIVER REGIONAL SERVICES COMMISSION

PLANNING & GIS FOR STRONG COMMUNITIES

We respectfully request that Council review the enclosed agreement and return the executed copies to ORRSC at your earliest convenience. Once all parties have executed the agreement, a fully signed copy will be provided to your municipality for your records.

We recognize that Council or Administration may wish to discuss the changes and implications of the updated agreement before considering approval. To support this process, ORRSC would be pleased to arrange for the Chief Administrative Officer and Chair of the Commission to attend a Council meeting to provide an overview of the agreement and answer any questions. Alternatively, we would be happy to meet directly with your Chief Administrative Officer or administration team to review the agreement in greater detail.

Should you wish to schedule a presentation or meeting, please contact our office at 403-329-1344 or admin@orrsc.com and we will work with you to arrange a suitable date and time.

Thank you for your continued partnership and support of the Oldman River Regional Services Commission. We value the opportunity to serve your municipality and look forward to continuing our collaborative work together.

Sincerely,

Tracy Thomas
Chief Administrative Officer

TT/rk

Enclosures:
Municipal Service Agreement (2 copies)



(403)-329-1344
1-844-279-8760



3105 16 Avenue North
Lethbridge, AB T1H 5E8



info@orrsc.com
www.orrsc.com



MEMBERSHIP SERVICES AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2026.

BETWEEN:

OLDMAN RIVER REGIONAL SERVICES COMMISSION, a commission established under
the Municipal Government Act,

with offices at 3105 – 16 Avenue North, Lethbridge, Alberta

("the Commission")

AND

VILLAGE OF WARNER, a municipal authority in the Province of Alberta

("the Member Municipality")

1. DEFINITIONS

1.1 In this Agreement:

Appeal Boards means Subdivision and Development Appeal Boards (SDAB) and Assessment Review Boards (ARB) established in accordance with the governing legislation, including the Municipal Government Act.

ARB means an Assessment Review Board established and operating in accordance with the Governing Legislation, including the Municipal Government Act.

ARB Board Member means a person appointed by a member municipality to the Regional Assessment Review Board, who is responsible for hearing and deciding assessment complaints in accordance with applicable legislation and who acts in an impartial, quasi-judicial capacity.

ARB Clerk means the individual designated by the Commission to provide administrative, procedural, and advisory support to the Regional Assessment Review Board, including coordinating hearings, maintaining records, issuing notices and decisions, and ensuring compliance with applicable legislation, while remaining independent of the Board's decision making function.

Board means the Board of Directors of the Oldman River Regional Services Commission (ORRSC).

Board Member or **Director** means an elected official appointed by a Member Municipality to serve on the Board.

Bylaw means a bylaw adopted by the Board in accordance with the Governing Legislation, as amended from time to time.

Cause means a serious, persistent, or material breach of this Agreement by a party to this agreement, including failure to comply with duties, obligations, or restrictions set forth herein.

Ceiling means the maximum annual membership fee established by the Board, representing the highest amount that may be charged for annual membership under this Agreement, as may be amended from time to time by the Board.

CISDAB Board Member means a person appointed by a member municipality to the Chinook Intermunicipal Subdivision and Development Appeal Board, who is responsible for hearing and deciding subdivision and development appeals in accordance with applicable legislation and who acts in an impartial, quasi-judicial capacity.

CISDAB Clerk means the individual designated by the Commission to provide administrative, procedural, and advisory support to the Chinook Intermunicipal Subdivision and Development Appeal Board, including coordinating hearings, maintaining records, issuing notices and decisions, and ensuring compliance with applicable legislation, while remaining independent of the Board's decision making function.

Chinook SDAB means a Subdivision and Development Appeal Board established and operating in accordance with the Governing Legislation, including the Municipal Government Act.

Chair means the Chair of the Board and is elected annually in accordance with the Governing Legislation.

Chinook Board means the regional appeal board service administered through the Chinook Intermunicipal Subdivision and Development Appeal Board partnership and operating in accordance with the Governing Legislation and applicable intermunicipal agreements.

Commission means the Oldman River Regional Services Commission, a municipal planning and regional services commission established under the Municipal Government Act.

Commission CAO means the Chief Administrative Officer of the Commission, responsible for the administration and operation of the Commission, the management of its staff and services, and the implementation of policies and direction as established by the Board of Directors.

Employee(s) means any staff member employed by ORRSC, including but not limited to Planning, Subdivision, GIS, and administrative staff.

Fee-for-Service means services provided by ORRSC that are not included within the Membership Fee, as listed in Schedule 3.

Floor means the minimum annual membership fee established by the Board, representing the lowest amount that may be charged for annual membership under this Agreement, as may be amended from time to time by the Board.

GIS Services means Geographic Information System services delivered by ORRSC for an additional fee in accordance with separate GIS agreement Service Terms and Fees.

Governing Legislation means the applicable provincial statutes and regulations governing the establishment and operation of ORRSC and municipal boards in Alberta, including the Municipal Government Act, as amended or replaced.

Major means work that exceeds routine planning services and requires a significant allocation of Commission time, resources, coordination, or specialized analysis, as determined by ORRSC.

Member Municipality means a municipality that is party to this Agreement and participates as a member of ORRSC.

Member CAO means the Chief Administrative Officer of the Member Municipality.

Membership Fee means the fee payable annually by the Member Municipality in accordance with the formula approved by the Board and detailed in Schedule 3.

Mill Rate means the applicable rate used for the purposes of calculating a Member Municipality's Annual Member Contribution under this Agreement. The Mill Rate may differ between Urban and Rural Member Municipalities, as determined and approved by the Board from time to time.

Municipal Government Act or MGA means the Municipal Government Act (Alberta), R.S.A. 2000, c. M-26, as amended or replaced.

ORRSC means the Oldman River Regional Services Commission, a municipal planning and regional services commission established under the Municipal Government Act.

Total Equalized Assessment means the aggregate of the equalized assessed values of all taxable property within the municipality, as determined in accordance with the methodologies, regulations, and equalization factors prescribed by Alberta Municipal Affairs, as amended or replaced from time to time.

Work Plan means the annual planning and service delivery plan jointly developed and approved by the Member CAO and the Commission CAO in accordance with Section 6.

2. GENERAL

2.1 Nature of the Commission

- 2.1.1** The Oldman River Regional Services Commission ("the Commission") is a municipal, cooperative, not-for-profit regional services commission established under the Municipal Government Act for the benefit of its member municipalities.
- 2.1.2** The Commission exists to provide shared municipal planning, subdivision, appeal board, GIS, and related services in an efficient, cost-effective, and coordinated manner.
- 2.1.3** The Commission operates on a cooperative ownership model: each Member Municipality is a contributing member but does not hold equity, shares, or any financial entitlement to Commission assets, unless otherwise expressly provided for in this Agreement.
- 2.1.4** The Schedules to this Agreement are incorporated into and form part of this Agreement. The Commission may amend the Schedules from time to time in its discretion regarding any legislative changes, operational improvements, service delivery refinements, changes to fees or fee models, and any other changes where authority has been explicitly granted to the Board of Directors, and such

amendments shall not constitute an amendment to, or otherwise affect the interpretation, validity, or enforceability of, the main body of this Agreement.

- (a) Written notice to the Member Municipalities may be provided regarding any amendments as set out in 2.1.4.

2.2 Governance

2.2.1 The Commission is governed by a Board of Directors comprised of elected officials appointed by each Member Municipality in accordance with the Municipal Government Act .

2.2.2 The Board is responsible for establishing policy, approving budgets, adopting bylaws, and ensuring compliance with legislation and the Municipal Government Act .

2.2.3 The Executive Committee, elected annually by the Board, exercises authority as delegated in the Commission bylaws.

2.2.4 The Commission CAO is responsible for administration, employee supervision, implementation of Board direction, and delivery of services to Member Municipalities.

2.3 Relationship with Member Municipalities

2.3.1 The Member Municipality acknowledges the Commission as its regional provider of planning, subdivision, SDAB, ARB, and related municipal services.

2.3.2 The Member Municipality shall cooperate with the Commission and provide timely access to information, staff, records, facilities, and other resources reasonably required for the Commission to fulfill its duties.

2.3.3 The Member Municipality shall ensure its staff and elected officials follow appropriate communication channels, including that operational matters are directed through the Commission CAO, and that formal instructions, requests, and approvals are provided through authorized administrative contacts or by resolution of Council, as applicable;

2.4 Staff Direction and Conduct

2.4.1 All Commission employees, including Planning, GIS, Subdivision, and administrative personnel, are under the sole direction and supervision of the Commission CAO.

- 2.4.2 Individual elected officials, employees, or representatives of the Member Municipality shall not provide operational direction to Commission staff or alter their current work priorities, except through approved governance and administrative channels.
- 2.4.3 Routine coordination between Member Municipalities and Commission staff is appropriate; however, with the exception of such routine coordination, matters of concern regarding services, staff conduct, or performance shall be referred through the CAO-to-CAO process.
- 2.4.4 The Member Municipality shall engage with Commission employees in a respectful and professional manner at all times.
- 2.4.5 Incidents of interference, inappropriate conduct, or disrespect will be referred to the Commission CAO for resolution.
- 2.5 Responsibilities of the Commission
 - 2.5.1 The Commission shall provide the services set out in this Agreement with reasonable skill, care, and diligence expected of a professional municipal services provider.
 - 2.5.2 The Commission shall maintain adequate staffing, records, policies, and administrative systems to meet service obligations.
 - 2.5.3 The Commission shall comply with all applicable provincial legislation, regulations, and its governing bylaws .
 - 2.5.4 The Commission shall maintain and safeguard all documents created for the Member Municipality subject to applicable privacy and records legislation.
 - 2.5.5 The Commission shall ensure its employees engage with Member Municipality representatives in a respectful and professional manner at all times.
- 2.6 Responsibilities of the Member Municipality
 - 2.6.1 The Member Municipality shall provide accurate, timely, and complete information required for the Commission to perform its duties.
 - 2.6.2 The Member Municipality is responsible for statutory notices, meeting logistics, public hearing requirements, and other matters normally within municipal jurisdiction unless otherwise agreed in writing.

- 2.6.3** The Member Municipality acknowledges responsibility for all decisions made by its Council, Municipal Planning Commission, Subdivision Authority, Development Authority, Subdivision and Development Appeal Board, Assessment Review Board, or other municipal bodies.
- 2.6.4** The Member Municipality will provide the Commission with Power of Attorney for the purpose of expediting the administrative process of subdivision application approvals.
- 2.7** Conditions of Membership
- 2.7.1** Membership enables access to services listed in this Agreement at the established membership rates.
- 2.7.2** The Member Municipality acknowledges that its participation in the Commission is solely for the purpose of receiving and supporting services, and does not create a partnership, joint venture, corporate share, profit entitlement, or any broader ownership or fiduciary relationship.

3. TERM

3.1 Commencement and Duration

- 3.1.1** This Agreement comes into effect on the date it is fully executed by both the Commission and the Member Municipality ("the Effective Date").

3.2 Indefinite Term

- 3.2.1** The Agreement shall continue indefinitely unless terminated in accordance with Section 13 of this Agreement.

3.3 Continuity of Services

- 3.3.1** The Commission shall continue to provide all membership services to the Member Municipality throughout the term of this Agreement, subject only to:
- (a) payment of fees in accordance with Schedule 3;
 - (b) adherence to the obligations set out in this Agreement; and
 - (c) compliance with any applicable legislation, Commission Bylaws, or Board resolutions.

3.4 Survival of Obligations

- 3.4.1** Any obligations that by their nature are intended to survive termination, including, but not limited to, confidentiality, indemnification, records access, and payment obligations, shall remain in effect following the termination or withdrawal of the Member Municipality.

4. SERVICES INCLUDED IN MEMBERSHIP

The Membership Fee entitles the Member Municipality to the following services delivered by the Commission. These services form the core responsibilities of the Commission and are provided without additional charge unless expressly stated.

4.1 Professional Planning Services

- 4.1.1** The Commission shall provide professional planning support and advisory services to the Member Municipality, including but not limited to:
- (a) Access to day-to-day advice on the interpretation and application of statutory plans, land use bylaws, development regulations, and other matters pertaining to planning and development;
 - (b) Interpretation of applicable provincial legislation including the Municipal Government Act, Alberta Land Stewardship Act, and related statutory instruments;
 - (c) Attendance by Commission staff at Council meetings, Council Committee meetings, Development Authority and Subdivision Authority meetings, and other meetings as requested and mutually agreed upon;
 - (d) Participation in municipal strategic planning and policy sessions as they relate to land use planning, growth management, and development matters;
 - (e) Consultation with Provincial Government departments, agencies, regional stakeholders, and other bodies on matters affecting the Member Municipality;
 - (f) Attendance at hearings before the Land and Property Rights Tribunal and other administrative tribunals where such attendance relates to matters before the Commission or affecting the Member Municipality;
 - (g) Provision of orientation, workshops, and educational sessions for Council members, municipal staff, and appointed boards; and
 - (h) Review and comment on subdivision design proposals and development concepts,

- (ii) Attendance at subdivision or development appeal hearings where the Commission processed the application or were requested by the Member Municipality.

4.2 Statutory Plans and Bylaws (Routine Amendments)

4.2.1 The Commission shall prepare and process amendments to the following statutory documents where such amendments are initiated by the Member Municipality, including by resolution of Council or direction of the Chief Administrative Officer:

- (a) Municipal Development Plans (MDP);
- (b) Intermunicipal Development Plans (IDP);
- (c) Area Structure Plans (ASP);
- (d) Area Redevelopment Plans (ARP); and
- (e) Land Use Bylaws (LUB).

4.2.2 The Commission shall also provide:

- (a) Assistance and advice related to road closures;
- (b) Updates to bylaws to correct minor errors, omissions, or inconsistencies; and
- (c) Updates required to maintain legislative compliance.

4.2.3 The Commission shall determine, acting reasonably and in good faith, whether any amendment constitutes routine work included within the Membership Fee or a Major Project subject to Fee-for-Service billing in accordance with Schedule 3.

4.3 Subdivision Services

4.3.1 The Commission shall provide complete subdivision processing services, including:

- (a) General advice to residents, landowners, and developers regarding subdivision procedures and requirements;
- (b) Pre-application consultation to review proposed subdivisions;
- (c) Circulation of subdivision applications to relevant agencies and stakeholders;
- (d) Technical review and evaluation of subdivision proposals;
- (e) Preparation of staff reports, recommendations, and draft conditions;
- (f) Issuance and documentation of subdivision decisions;
- (g) Coordinate finalization, including endorsements; and
- (h) Attendance at subdivision-related appeals or hearings where the Commission processed the application.

4.4 Communications and Advisory Services

4.4.1 The Commission may provide the Member Municipality with:

- (a) Access to educational publications, planning research, and technical materials prepared by the Commission;
- (b) Regular updates and advisory bulletins regarding legislative changes, regulatory initiatives, and planning trends;
- (c) Notifications of regional or intermunicipal initiatives relevant to the Member Municipality;
- (d) Information, analysis, and advisory updates regarding emerging development trends, planning practices, and new or evolving planning initiatives; and
- (e) Population analysis and projections, including demographic trends and growth considerations, to support municipal planning, policy development, and decision-making.

4.5 Mapping and Technical Services That Support Identified Member Products

4.5.1 The Commission shall provide the following mapping services as part of membership, excluding the Fee-For-Service services listed in Section 4.11:

- (a) Maintenance and updating of cadastral base maps;
- (b) Access to Commission archives, registered plan inventories, and historical mapping;
- (c) Preparation of subdivision sketches for Council or public presentations;
- (d) Mapping required for statutory plans, bylaws, reports, and municipal planning processes;
- (e) Preparation of visual aids and display materials for public meetings, open houses, and hearings; and
- (f) Development and maintenance of internal GIS systems for Commission use, including use by planning and subdivision staff in carrying out planning functions and land use review on behalf of Member Municipalities.

4.5.2 GIS services beyond the above scope may be provided under a separate agreement.

4.6 Chinook Intermunicipal Subdivision and Development Appeal Board (CISDAB) Services

4.6.1 The Commission shall provide Chinook Intermunicipal SDAB services, including:

- (a) Administration, coordination, scheduling, and notification of hearings;
- (b) Clerking, minute taking, and preparation of decision documents;

- (c) File management and record retention in accordance with applicable legislation;
- (d) Training and orientation for board members; and
- (e) Attendance by Commission staff at hearings where required.

4.6.2 CISDAB services form part of the Membership Services and are further governed by Schedule 1.

4.6.3 The Commission may provide Clerk only services to other Subdivision and Development Appeal Boards that a Member Municipality is a member of through a separate agreement.

4.6.4 The renaming of the CISDAB at any time shall not constitute the creation of a new entity, nor shall it affect the Board's legal identity, continuity, rights, obligations, or prior decisions, all of which shall continue in full force and effect under the new name.

4.7 Regional Assessment Review Board (RARB) Services

4.7.1 The Commission shall provide RARB services, including:

- (a) Administration and scheduling of Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB) hearings;
- (b) Clerking, file management, and preparation of decisions;
- (c) Compliance with provincial requirements for assessment complaint processing;
- (d) Training coordination for board members and clerks; and
- (e) Attendance by Commission staff at ARB hearings where required.

4.7.2 ARB services form part of the Membership Services and are further governed by Schedule 2.

4.7.3 The Commission may provide Assessment Review Board services to other municipalities through a separate agreement from time to time.

4.7.4 The renaming of the RARB at any time shall not constitute the creation of a new entity, nor shall it affect the Board's legal identity, continuity, rights, obligations, or prior decisions, all of which shall continue in full force and effect under the new name.

4.8 Development Support and Implementation Assistance

4.8.1 The Commission may provide application-specific planning support to the Member Municipality and its Development Authority, including:

- (a) Preparation of discretionary-use reports or planning justifications;
- (b) Review of complex or precedent-setting development permit applications;
- (c) Preparation of internal planning opinions or briefing notes; and
- (d) Application-specific support related to development approvals and public processes.

4.9 Integrated Planning Support

4.9.1 The Commission may provide strategic, intermunicipal, and long-range planning support to the Member Municipality, including:

- (a) IDP reviews and updates;
- (b) Regional planning initiatives;
- (c) Intermunicipal coordination on planning matters; and
- (d) Long-range growth management analysis.

4.10 Limitations on Membership Services

4.10.1 The following are not included in the Membership Fee:

- (a) Preparation of new statutory plans and bylaws or complete rewrites (MDP, LUB, IDP, ASP, ARP);
- (b) Major special studies or planning research projects;
- (c) Engineering, environmental, financial, or legal analyses;
- (d) Custom GIS products beyond mapping listed in Section 4.5; and
- (e) Work requiring extensive fieldwork, travel, public engagement, or technical reports.

4.11 Fee-for-Service Services

4.11.1 In addition to the limitations set out in Section 4.10, the Commission may provide the following services on a Fee-for-Service basis:

- (a) Preparation of new or comprehensive statutory plans and bylaw reviews;
- (b) Mapping required for statutory plans, bylaws, reports, and municipal planning processes;
- (c) Preparation of visual aids and display materials for public meetings, open houses, and hearings;
- (d) Review of third-party planning documents;
- (e) Urban design and site design services;
- (f) Assistance with submissions to, and attendance at, provincial boards, commissions, committees, and agencies;
- (g) Annexation reports;
- (h) Development Officer services; and

- (i) Special studies and projects, including but not limited to, growth strategies, housing needs assessments, addressing, and land use inventories.

4.11.2 Documents that are prepared outside of ORRSC that require correction or amendments may be charged an hourly rate for required Planning, Administration, and Map preparation time. These services may be provided on a Fee-for-Service basis, in accordance with the hourly rates set out in Schedule 3, upon written authorization.

4.11.3 These services may be provided on a Fee-for-Service basis under Schedule 3 upon written authorization.

5. FEES

5.1 The Member Municipality shall pay an annual membership fee calculated in accordance with the formula approved by the Board.

5.2 The annual membership fee will be automatically adjusted based on the most recently published Alberta Consumer Price Index (CPI).

5.3 The membership fee formula, annual rates, and applicable caps shall be set out in Schedule 3.

5.4 Subdivision fees collected for processing subdivision applications shall be retained by the Commission.

5.5 CISDAB and RARB annual services are included in the membership fee.

5.6 GIS membership services are provided under a separate fee as outlined in separate GIS agreement Service Terms and Fees.

5.7 Additional, non-routine work shall be billed as Fee-for-Service under Schedule 3.

6. WORK PLANS AND ESTIMATES

6.1 An annual Work Plan may be jointly established to guide planning and related services.

6.2 The Work Plan must be approved by both CAOs. In the absence of mutual approval, the proposed work shall not proceed unless otherwise directed by the Member Municipality Council and the Commission Board.

- 6.3 The Commission may provide estimates for specific projects when requested.
- 6.4 Scope of Work may be prepared for projects to confirm scope and estimated costs.
- 6.5 The Commission will provide an estimate in writing for agreed to Fee-For-Service projects prior to the commencement of the project.
- 6.6 Written authorization is required by both parties for any work outside the membership fee.
- 6.7 The Commission is not subject to municipal procurement obligations applicable to Member Municipalities.
- 6.8 The Member Municipality is encouraged to engage the Commission directly where appropriate.
- 6.9 The Member Municipality may seek competitive proposals; however, the Commission shall be granted a right of first refusal and provided the opportunity to submit a proposal prior to engaging an external service provider.

7. ADDITIONAL MEMBER EXPENSES

- 7.1 Additional travel costs may be billed at the Commission established mileage rate.
- 7.2 Public advertising, venue rentals, printing, materials, and meeting costs for Fee-for-Service work shall be billed to the Member Municipality.
- 7.3 Engagement of external consultants requires written approval, with all associated costs paid by the Member Municipality.
- 7.4 Materials, technical studies, or external services require written approval, with all associated costs paid by the Member Municipality.

8. EXPERT WITNESS

- 8.1 The Commission is not obligated to provide expert witness services unless authorized by the Commission CAO and agreed to in writing.
- 8.2 Such services will be billed according to Schedule 3.

9. CONFIDENTIALITY

- 9.1 Each party acknowledges that, during the course of performing its obligations, it may receive confidential or sensitive information from the other party.
- 9.2 Both parties agree:
- (a) to maintain the confidentiality of such information;
 - (b) not to disclose such information to third parties except as required by law;
 - (c) to use such information solely for purposes arising under this Agreement.
- 9.3 Confidentiality obligations survive termination or withdrawal.

10. ACCESS TO INFORMATION

- 10.1 The parties acknowledge that the Commission and the Member Municipality are subject to the Access to Information Act (ATIA) and Protection of Privacy Act (POPA), and nothing in this Agreement shall restrict obligations or rights under that legislation.
- 10.2 The Commission shall maintain records in accordance with its records retention policy and shall provide access to municipal records where required by law.
- 10.3 Where ATIA and POPA requests relate to records held by both parties, each party shall cooperate and provide all reasonable assistance necessary to ensure a timely response to such requests.

11. INDEMNIFICATION

- 11.1 The Member Municipality shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless the Commission, its Board, officers, employees, and agents from and against all claims, damages, losses, liabilities, and expenses (including legal costs) arising from or related to:
- (a) decisions made by the Member Municipality or its Council, boards, committees, or delegates, including but not limited to development, subdivision, appeal, or assessment matters;
 - (b) actions taken or not taken by the Member Municipality;
 - (c) reliance on information provided by or on behalf of the Member Municipality that is inaccurate, incomplete, or misleading; and

- (d) the administration, coordination, or outcomes of subdivision and development appeals, assessment review matters, or other quasi-judicial processes for which the Member Municipality is responsible.
- 11.2 The Member Municipality is solely responsible for its statutory decisions and for compliance with any resulting approvals, orders, or outcomes arising from such decisions.
- 11.3 The Commission shall not assume any decision-making authority, responsibility, or liability in respect of matters under the jurisdiction of the Member Municipality, its Council, or its boards.
- 11.4 The Commission shall indemnify and hold harmless the Member Municipality from and against claims arising solely from the Commission's negligence or willful misconduct.
- 11.5 This indemnification survives termination, withdrawal, or dissolution.

12. DISPUTE RESOLUTION

- 12.1 Should any dispute arise between the parties regarding the interpretation or application of this Agreement, the parties shall attempt to resolve the issue through negotiation between the Member CAO and the Commission CAO.
- 12.2 If the matter remains unresolved, the CAOs may, by mutual agreement, refer the matter to the Commission Board of Directors and the Member Municipality's Council for review and direction.
- 12.3 If the matter remains unresolved after thirty (30) days, either party may request mediation with a mutually acceptable mediator.
- 12.4 If mediation fails, the dispute shall be resolved by arbitration before a single arbitrator pursuant to the Arbitration Act.
- 12.5 The arbitrator's decision shall be final and binding.
- 12.6 Nothing prevents either party from seeking injunctive or interim relief from a court of competent jurisdiction where necessary.

13. TERMINATION

13.1 This Agreement may be terminated:

- (a) for Cause, effective upon written notice issued by the CAO of the non-defaulting party, where the other party commits a material breach of this Agreement that substantially impairs service delivery or the ability to rely on this Agreement, including, but not limited to, failure to pay fees; persistent failure to provide or perform services in accordance with this Agreement; failure to comply with applicable legislation or required bylaws; or interference with governance or administrative authority. Except for non-curable breaches, termination for Cause requires prior written notice describing the breach and a minimum thirty (30) day opportunity to remedy, and shall not be used for minor, isolated, or good faith operational disagreements;
- (b) without cause, by either party providing not less than twelve (12) months' written notice; or
- (c) by mutual written consent of both parties.

13.2 For the purposes of termination of this Agreement, whether for cause, without cause, or by mutual consent as outlined in Section 13.1:

- (a) The effective date of notice shall be the date the written notice is received by the other party, and such notice must include a copy of the Resolution of Council of the Member Municipality or the Board of Directors for the Commission approving termination; and
- (b) Notice shall be deemed received seven (7) days after mailing by post, or on the same day if delivered by electronic or digital means.

13.3 Upon issuance of a notice of termination or withdrawal:

- (a) the Commission shall continue to provide membership services during the twelve (12) month notice period;
- (b) all projects underway for the Member Municipality shall be deemed complete at the end of the notice period, whether or not fully finalized;
- (c) any services requested after the notice period shall be provided on a Fee-for-Service basis at non-member rates, in accordance with Schedule 3; and
- (d) the Member Municipality shall not be entitled to any refund of Membership Fees.

13.4 A Member Municipality shall have no claim or entitlement to any Commission:

- (a) assets;
- (b) equipment, chattels, or supplies;
- (c) reserves or accumulated funds;

- (d) intellectual property; or
- (e) financial distributions.

13.5 All outstanding fees, charges, and invoices owing to the Commission shall be paid in full prior to or upon the effective date of termination.

14. DISSOLUTION

14.1 If the Commission is dissolved:

- (a) all liabilities, debts, and obligations of the Commission shall be satisfied first;
- (b) only Member Municipalities that hold active membership at the time of dissolution shall participate in the distribution of any remaining assets; and
- (c) former or withdrawn municipalities shall not be entitled to any share of assets.

14.2 Remaining assets shall be distributed among current Member Municipalities in accordance with a formula established by bylaw of the Board of Directors, which considers years of membership, total financial contributions, and an equal membership share, ensuring a fair and transparent allocation that reflects participation and support.

14.3 Dissolution shall be carried out in accordance with the Municipal Government Act and the Commission's bylaws, as amended or replaced from time to time.

15. GENERAL TERMS

15.1 Governing Law

- (a) This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta.

15.2 Amendments

- (a) This Agreement is hereby ratified by the Board of Directors of the Commission and is binding on all Member Municipalities. No amendment shall be valid unless approved by resolution of the Board of Directors, and any such amendment shall apply uniformly to all Member Municipalities.

15.3 Notices

- (a) Any notice required or permitted under this Agreement shall be in writing and delivered personally, by courier, or by registered mail to the addresses of the parties, or to such other address as either party may designate in writing.

15.4 Entire Agreement

- (a) This Agreement constitutes the entire agreement between the parties with respect to the services outlined herein and supersedes all prior or agreements, negotiations, understandings, and representations, whether written or oral, between the Member Municipality and the Commission relating to the same subject matter.

15.5 Interpretation

- (a) Words importing the singular include the plural and vice versa. Headings are for convenience only and shall not affect the interpretation of this Agreement.

15.6 No Partnership

- (a) Nothing in this Agreement shall be construed to create a partnership, joint venture, or employment relationship between the Commission and the Member Municipality.

15.7 Severability

- (a) If any provision of this Agreement is held to be invalid or unenforceable, such provision shall be severed and the remaining provisions shall remain in full force and effect.

15.8 Force Majeure

- (a) Neither party shall be liable for any failure or delay in the performance of its obligations under this Agreement where such failure or delay is due to events beyond its reasonable control, including but not limited to acts of God, natural disasters, fire, flood, pandemics, labour disruptions, governmental actions, or interruptions in utilities or services.
- (b) The affected party shall promptly notify the other party of the force majeure event and use reasonable efforts to resume performance as soon as practicable.

- (c) If a force majeure event continues for a period of more than ninety (90) days, either party may terminate this Agreement upon written notice without further liability, except for obligations incurred prior to the event.

15.9 Insurance

- (a) The Commission shall maintain, at its own expense, appropriate insurance coverage consistent with its operations, including general liability insurance and such other coverage as may be reasonably required.
- (b) Upon request, the Commission shall provide evidence of such insurance to the Member Municipality.
- (c) Nothing in this Agreement shall be construed to extend the Commission's liability beyond the limits of its insurance coverage or applicable law.

DATED at the _____, in the Province of Alberta, this _____ day of _____, A.D. 2026.

**OLDMAN RIVER REGIONAL SERVICES
COMMISSION**

VILLAGE OF WARNER

CHAIR

MAYOR

CAO

CAO

SCHEDULE 1

Chinook Intermunicipal Subdivision and Development Appeal Board (CISDAB) Services

1. PURPOSE AND SCOPE

- 1.1 The Oldman River Regional Services Commission (“Commission”) provides coordinated Chinook Intermunicipal Subdivision and Development Appeal Board (“CISDAB”) services to Member Municipalities. This fulfills the municipality’s legislative obligations under the Municipal Government Act (MGA) by ensuring access to an impartial, properly trained, and procedurally consistent appeal board.
- 1.2 CISDAB services are provided in accordance with the Municipal Government Act, and all other applicable legislation, as amended from time to time.
- 1.3 The administration of the CISDAB service is included within the annual ORRSC Membership Fee.

2. ESTABLISHMENT OF THE BOARD

- 2.1 These services support the establishment, administration, and operation of an Intermunicipal Subdivision and Development Board
- 2.2 The Commission coordinates appeals, assigns Panels, ensures clerking services, maintains records, and oversees consistent procedures across the region.

3. SERVICE DELIVERY MODEL

- 3.1 The Commission delivers CISDAB services on an intermunicipal, shared-service basis to participating Member Municipalities.
- 3.2 The CISDAB is established as an intermunicipal board comprised of Board Members appointed by participating municipalities.

- 3.3 The Commission acts as the Coordinator and Clerk for the CISDAB and is responsible for administering all aspects of the appeal process, except where responsibilities are explicitly retained by the Member Municipality.
- 3.4 CISDAB services are integrated with, and form part of, the Commission's broader suite of member services, ensuring consistency, efficiency, and legislative compliance across municipalities.

4. REQUIRED MUNICIPAL BYLAW

- 4.1 To participate in the CISDAB service, the Municipality must adopt the standard Chinook SDAB Bylaw, which:
- (a) establishes the Chinook Intermunicipal Subdivision and Development Appeal Board,
 - (b) delegates the required administrative authorities,
 - (c) sets out mandated procedures,
 - (d) aligns fully with the MGA and Regulations.
- 4.2 The Bylaw must be adopted in its entirety, without modification, to ensure consistency, defensibility, and compliance across all participating municipalities.
- 4.3 Any municipal bylaw changes that alter mandated components of the CISDAB structure or procedures will result in ORRSC being unable to provide CISDAB services.

5. MUNICIPAL FLEXIBILITY

- 5.1 The Municipality may, through separate policies or bylaws, determine:
- (a) how its own Board Members are recruited or appointed,
 - (b) board member term lengths,
 - (c) internal remuneration policies for its appointees,
 - (d) local conflict-of-interest or conduct expectations,
 - (e) internal administrative processes (e.g., facility arrangements).
- 5.2 These local policies must not conflict with the standard ORRSC CISDAB Bylaw, the laws of Alberta, or alter the mandated functions or procedural rules of the CISDAB.

6. RESPONSIBILITIES OF ORRSC

6.1 As part of the Membership Fee, the Commission will:

- (a) Administer and coordinate all CISDAB functions;
- (b) Maintain a roster of trained and certified Board Members;
- (c) Assign Panels in accordance with legislation and procedural rules;
- (d) Provide or assign a provincially certified SDAB Clerk;
- (e) Manage required notices, timelines, and appeal file processing;
- (f) Maintain standardized procedures, forms, and records;
- (g) Ensure proceedings meet MGA requirements and principles of natural justice.

6.2 The membership fee covers administration only, additional fees are as outlined in Section 8.

6.3 The Commission may prepare CISDAB Procedural Guidelines for the management, administration, and function of the CISDAB.

7. RESPONSIBILITIES OF THE MUNICIPALITY

7.1 The Municipality:

- (a) Shall adopt the ORRSC-provided CISDAB Bylaw;
- (b) May appoint Board Members in accordance with legislation;
- (c) Shall provide suitable space and technology for hearings;
- (d) Shall ensure any municipal Board Member appointees complete required provincial training;
- (e) Shall pay all additional appeal-specific costs listed in Section 8;
- (f) Shall follow all procedural, notice, and documentation requirements;
and,
- (g) Shall ensure timely provision of complete and accurate information required for appeals.

7.2 The Member Municipality retains responsibility for:

- (a) Property information preparation and accuracy;
- (b) Decisions of the Development Authority; and,
- (c) Compliance with Board decisions and outcomes.

8. FEES AND COST NOT INCLUDED IN THE MEMBERSHIP FEE

8.1 The Member Municipality requesting or requiring a hearing shall be responsible for all costs associated with that hearing and any appeal preparation, including but not limited to:

- (a) Board Member remuneration,
- (b) Board Member mileage,
- (c) Board Member meals and accommodations,
- (d) Facility costs (room rental, technology, etc.),
- (e) Posting/advertising required under legislation,
- (f) Materials, postage, and supplies,
- (g) Clerk hourly rates,
- (h) Clerk meals and accommodations, and
- (i) Any required legal or specialist services specific to the appeal.

8.2 Where hearings involve multiple municipalities, costs shall be apportioned accordingly.

8.3 The Commission will administer and pay costs on behalf of the CISDAB and invoice the applicable Member Municipality.

8.4 All fees associated with CISDAB services, including annual service fees, hearing-related costs, and remuneration rates, are set out in Schedule 3 – Fee Schedule.

8.5 Fees are reviewed periodically and may be amended by the Commission's Board of Directors, and are available upon request to any of the Member Municipalities.

8.6 The Member Municipality shall pay all applicable fees in accordance with the terms of the Agreement.

9. PROCEDURAL CONSISTENCY

9.1 All proceedings shall follow:

- (a) the MGA and Regulations;
- (b) the CISDAB Procedural Guidelines;
- (c) natural justice and administrative fairness principles.

9.2 Municipalities shall not adopt supplementary or alternative CISDAB procedures.

10. AMENDMENTS AND LEGISLATIVE CHANGES

10.1 This Schedule may be updated from time to time to reflect:

- (a) Legislative changes
- (b) Operational improvements
- (c) Service delivery refinements

10.2 If provincial legislation is amended, the Municipality agrees to adopt updated ORRSC bylaws or procedures required to maintain access to SDAB services.

11. INTEGRATION WITH AGREEMENT

11.1 This Schedule is intended to be read in conjunction with:

- (a) Schedule 2 – Regional Assessment Review Board Services (RARB)
- (b) Schedule 3 – Fee Schedule and Fee-for-Service Rates

11.2 CISDAB Services are one component of the Commission's overall member services framework, alongside RARB and other services provided under this Agreement.

11.3 In the event of any conflict between this Schedule and the main body of the Agreement, the terms of the Agreement shall prevail.

11.4 Updated versions will be provided to Member Municipalities in writing.

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SCHEDULE 2

REGIONAL ASSESSMENT REVIEW BOARD (RARB) SERVICES

1. PURPOSE AND SCOPE

- 1.1 The Oldman River Regional Services Commission ("Commission") provides coordinated Regional Assessment Review Board Services ("RARB") services to Member Municipalities. This fulfills the municipality's legislative obligations under the Municipal Government Act (MGA) by ensuring access to an impartial, properly trained, and procedurally consistent appeal board.
- 1.2 RARB services are provided in accordance with the Municipal Government Act, the Matters Relating to Assessment Complaints Regulation, and all other applicable legislation, as amended from time to time.
- 1.3 The administration of the RARB service is included within the annual ORRSC Membership Fee.

2. ESTABLISHMENT OF THE BOARD

- 2.1 RARB services support the establishment, administration, and operation of a Regional Assessment Review Board, including both:
 - (a) Local Assessment Review Board (LARB); and
 - (b) Composite Assessment Review Board (CARB).
- 2.2 The Commission coordinates appeals, assigns Panels, ensures clerking services, maintains records, and oversees consistent procedures across the region.

3. SERVICE DELIVERY MODEL

- 3.1 The Commission delivers RARB services on a regional, shared-service basis to participating Member Municipalities.

- 3.2 The RARB is established as a regional board comprised of Board Members appointed by participating municipalities.
- 3.3 The Commission acts as the Coordinator and Clerk for the RARB and is responsible for administering all aspects of the appeal process, except where responsibilities are explicitly retained by the Member Municipality.
- 3.4 ARB services are integrated with, and form part of, the Commission's broader suite of member services, ensuring consistency, efficiency, and legislative compliance across municipalities.

4. REQUIRED MUNICIPAL BYLAW

- 4.1 To participate in the RARB service, the Municipality must adopt the standard ORRSC RARB Bylaw, which:
 - (a) establishes the Regional Assessment Review Board,
 - (b) delegates the required administrative authorities,
 - (c) sets out mandated procedures,
 - (d) aligns fully with the MGA and Regulations.
- 4.2 The Bylaw must be adopted in its entirety, without modification, to ensure consistency, defensibility, and compliance across all participating municipalities.
- 4.3 Any municipal bylaw changes that alter mandated components of the RARB structure or procedures will result in ORRSC being unable to provide RARB services.

5. MUNICIPAL FLEXIBILITY

- 5.1 The Municipality may, through separate policies or bylaws, determine:
 - (a) how its own Board Members are recruited or appointed,
 - (b) internal remuneration policies for its appointees,
 - (c) local conflict-of-interest or conduct expectations,
 - (d) internal administrative processes (e.g., facility arrangements).
- 5.2 These local policies must not conflict with the standard ORRSC RARB Bylaw, the laws of Alberta, or alter the mandated functions or procedural rules of the RARB.

6. RESPONSIBILITIES OF ORRSC

6.1 As part of the Membership Fee, the Commission will:

- (a) Administer and coordinate all RARB functions;
- (b) Maintain a roster of trained and certified Board Members;
- (c) Assign Panels in accordance with legislation and procedural rules;
- (d) Provide or assign a provincially certified ARB Clerk;
- (e) Manage required notices, timelines, and appeal file processing;
- (f) Maintain standardized procedures, forms, and records;
- (g) Ensure proceedings meet MGA requirements and principles of natural justice.

6.2 The membership fee covers administration only, additional fees are as outlined in Section 8.

6.3 The Commission may prepare RARB Procedural Guidelines for the management, administration, and function of the RARB.

7. RESPONSIBILITIES OF MEMBER MUNICIPALITY

7.1 The Municipality:

- (a) Shall adopt the ORRSC-provided RARB Bylaw;
- (b) May appoint Board Members in accordance with legislation;
- (c) Shall provide suitable space and technology for hearings;
- (d) Shall ensure any municipal Board Member appointees complete required provincial training;
- (e) Shall pay all additional appeal-specific costs listed in Section 8;
- (f) Shall follow all procedural, notice, and documentation requirements;
and,
- (g) Shall ensure timely provision of complete and accurate information required for appeals.

7.2 The Member Municipality retains responsibility for:

- (a) Property assessment preparation and accuracy
- (b) Decisions of the Assessor
- (c) Compliance with Board decisions and outcomes

8. FEES AND COST NOT INCLUDED IN THE MEMBERSHIP FEE

8.1 The Member Municipality requesting or requiring a hearing shall be responsible for all costs associated with that hearing and any appeal preparation, including but not limited to:

- (a) Board Member remuneration,
- (b) Board Member mileage,
- (c) Board Member meals and accommodations,
- (d) Facility costs (room rental, technology, etc.),
- (e) Posting/advertising required under legislation,
- (f) Materials, postage, and supplies,
- (g) Clerk hourly rates,
- (h) Clerk meals and accommodations, and
- (i) Any required legal or specialist services specific to the appeal.

8.2 Where hearings involve multiple municipalities, costs shall be apportioned accordingly.

8.3 The Commission will administer and pay costs on behalf of the ARB and invoice the applicable Member Municipality.

8.4 All fees associated with ARB services, including annual service fees, hearing-related costs, and remuneration rates, are set out in Schedule 3 – Fee Schedule.

8.5 Fees are reviewed periodically and may be amended by the Commission's Board of Directors and are available upon request to any of the Member Municipalities.

8.6 The Member Municipality shall pay all applicable fees in accordance with the terms of the Agreement.

9. PROCEDURAL CONSISTENCY

9.1 All proceedings shall follow:

- (a) the MGA and Regulations;
- (b) the RARB Procedural Guidelines;
- (c) natural justice and administrative fairness principles.

9.2 Municipalities shall not adopt supplementary or alternative RARB procedures.

10. AMENDMENTS AND LEGISLATIVE CHANGES

10.1 This Schedule may be updated from time to time to reflect:

- (a)** Legislative changes
- (b)** Operational improvements
- (c)** Service delivery refinements

10.2 If provincial legislation is amended, the Municipality agrees to adopt updated ORRSC bylaws or procedures required to maintain access to RARB services.

11. INTEGRATION WITH AGREEMENT

11.1 This Schedule is intended to be read in conjunction with:

- (a)** Schedule 1 – Chinook Intermunicipal Subdivision and Development Appeal Board (CISDAB) Services
- (b)** Schedule 3 – Fee Schedule and Fee-for-Service Rates

11.2 RARB Services are one component of the Commission's overall member services framework, alongside CISDAB and other services provided under this Agreement.

11.3 In the event of any conflict between this Schedule and the main body of the Agreement, the terms of the Agreement shall prevail.

11.4 Updated versions will be provided to Member Municipalities in writing.

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SCHEDULE 3

Fee Schedule and Fee-for-Service Rates

1. ANNUAL MEMBERSHIP FEES

- 1.1 The Board of Directors shall establish and may amend from time to time the annual membership contribution payable under this Agreement, which shall include a maximum fee (ceiling) and a minimum fee (floor). All annual membership fees shall be set within the limits of the established ceiling and floor.
- 1.2 The annual member contribution is requisitioned by applying the applicable Mill Rate to the Annual Total Equalized Assessment of the Member Municipality, as determined by the Board of Directors.
- (a) $\text{Yearly Provincial Total Equalized Assessment of Member Municipality} \times \text{Split Mill Rate (Urban and Rural)} = \text{Annual Member Contribution}$
- 1.3 This formula and the Mill Rate(s) may be reviewed annually as a part of the budget process and may be changed from time to time by the Board of Directors as required.

2. FEE FOR SERVICE

MEMBERS

- 2.1 The services listed in Section 4.11 of the Agreement, regarding Fee-For-Services for our Member Municipalities are currently calculated using the following hourly rate of \$85.00/Hour and are subject to changes.
- 2.2 All fees may be reviewed annually and are subject to changes by the Board of Directors as required.

NON-MEMBERS

- 2.3 From time to time the Commission may take on additional work outside the Member Municipalities and these services will be charged at an hourly rate of \$200.00/Hour and are subject to changes.

- 2.4 All fees may be reviewed annually and are subject to changes by the Board of Directors as required.

3. SUBDIVISION

- 3.1 All fees may be reviewed annually and are subject to changes by the Board of Directors as required.
- 3.2 The Commission will retain all subdivision fees for subdivision services provided.
- 3.3 Subdivision Fees will be available to the public.
- 3.4 The subdivision applicant shall be solely responsible for the payment of all subdivision fees, or related costs, incurred in connection with an application.

4. CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

REMUNERATION

- 4.1 Board Members will receive honorariums for adjudicating at scheduled hearings or taking appropriate training, on the following basis:

Position	Half Day (<4 Hours)	Full Day (>4 up to 8 Hours)	Extended (>8 Hours)
Member	\$150	\$250	\$55/Hour
Chair	\$175	\$275	\$60/Hour
Training	\$100	\$200	Not Applicable

Preparation (Per hearing)	\$50
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- 4.2 Board Members will receive compensation for travel based on the current ORRSC Mileage rate, which may be reviewed annually and adjusted by the Board of Directors as required.
- 4.3 Board Members and Clerk(s) will receive reimbursements for meals incurred while performing adjudicating duties or taking appropriate training.

- (a) A reasonable meal allowance may be offered and will be authorized and organized by the Clerk where applicable and based on established rates.

4.4 Board Members and Clerk(s) will receive reimbursement for lodging accommodations when required while performing adjudication duties or appropriate training.

OTHER SERVICE FEES

4.5 In lieu of mileage the Clerk will charge an hourly rate at the current organizational rate for their time for travel to and from the hearing.

4.6 If an appeal is withdrawn the Clerk may invoice for work and services completed up to that time.

4.7 If an appeal is withdrawn the Member Municipality may be required to pay a portion of the Panel Members remuneration.

4.8 Clerk service hourly rates may be reviewed annually and adjusted by the Board of Directors as required in accordance with the Fee-For-Service rates of the Oldman River Regional Services Commission.

APPEAL FILING FEES

4.9 The Member Municipality may charge an appeal filing fee at its discretion, and any such fee is the responsibility of the appellant.

4.10 Any appeal filing fee collected by the Member Municipality will be retained by the Member Municipality.

5. REGIONAL ASSESSMENT REVIEW BOARD

REMUNERATION

5.1 Board Members will receive honorariums for adjudicating at scheduled hearings or taking appropriate training, on the following basis:

Local Assessment Review Board			
Position	Half Day (<4 Hours)	Full Day (>4 up to 8 Hours)	Extended (>8 Hours)
Member	\$150	\$250	\$55/Hour
Chair	\$175	\$275	\$60/Hour

Composite Assessment Review Board			
Position	Half Day (<4 Hours)	Full Day (>4 up to 8 Hours)	Extended (>8 Hours)
Member	\$250	\$450	\$70/Hour

All Assessment Review Boards			
	Half Day (<4 Hours)	Full Day (>4 up to 8 Hours)	Extended (>8 Hours)
Training	\$50	\$100	Not Applicable

Preparation (Per hearing)	\$50
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5.2 Board Members and Clerk(s) will receive compensation for travel based on the current ORRSC Mileage rate, which may be reviewed annually and adjusted by the Board of Directors as required.

5.3 Board Members and Clerk(s) will receive reimbursements for meals incurred while performing adjudicating duties or taking appropriate training.

(a) A reasonable meal allowance may be offered and will be authorized and organized by the Clerk where applicable and based on established rates.

5.4 Board Members and Clerk(s) will receive reimbursement for lodging accommodations when required while performing adjudication duties or appropriate training.

OTHER SERVICE FEES

5.5 In lieu of mileage the Clerk will charge an hourly rate at the current organizational rate for their time for travel to and from the hearing.

5.6 If an appeal is withdrawn the Clerk may invoice for work and services completed up to that time.

5.7 If an appeal is withdrawn less than 24 hours before the time of the hearing, the Member Municipality may be required to pay a portion of the Panel Members remuneration.

- 5.8 The Commission is not responsible for the reimbursement of expenses incurred by the Provincial Members appointed by the Land and Property Rights Tribunal to Composite Assessment Review Board.
- 5.9 Clerk service hourly rates may be reviewed annually and adjusted by the Board of Directors as required in accordance with the Fee-For-Service rates of the Oldman River Regional Services Commission.

COMPLAINT FILING FEES

- 5.10 Complaint Filing Fees are determined and collected by the Member Municipality through either Bylaw or policy in accordance to fees outlined in Schedule 2 of the Matters Relating to Assessment Complaint Regulation (MRAC).
- 5.11 Requesting an appeal fee is at the discretion of the Member Municipality.
- 5.12 The Member Municipality will retain their complaint fees.



Request for Decision Arena Advertising Agreement

RECOMMENDATION

That Council direct Administration to enter into agreement with Warner & District Minor Hockey Association for the purposes of arena advertising.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

For the 2024 – 2025 hockey season, administration passed on the ability to obtain banner sponsorship to the newly formed Warner & District Minor Hockey Association.

Stemming from administration working to obtain a grant to purchase a new ice plant for the Civic Centre, and due to the limited grant opportunities available to municipalities, this was done to assist the fledgling organization in building their financial capital towards granting opportunities.

Administration would like to formalize the arrangement with an agreement between the entities. This is in line with surrounding municipalities who have advertising and sponsorship agreements with their local minor hockey clubs.



Request for Decision Arena Advertising Agreement

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. DRAFT Arena Advertising Agreement

Arena Banner and Board Advertising Agreement

Between:

Village of Warner
(the "Owner")

and

Warner & District Minor Hockey Association
(the "Service Provider")

Regarding: Arena Banner and Board Advertising

Specified Location: Village of Warner Civic Centre / Arena
Designated banner and board advertising locations as approved by the Village of Warner.

1. Background

The Village of Warner owns, operates, and maintains the Village of Warner Civic Centre and Arena facilities. One component of arena operations includes the placement of third-party advertising on banners and boards within approved locations throughout the facility.

The Village of Warner Civic Centre ice plant has surpassed its estimated useful life and is in need of replacement. This, combined with dwindling municipal grant funding opportunities necessitates a partnership with a not-for-profit society.

The Village recognizes the important role Warner & District Minor Hockey plays in delivering recreation opportunities to the community and wishes to provide an opportunity for Warner & District Minor Hockey to participate in banner and board advertising sales and management within the designated advertising area (Appendix A).

2. Purpose

As the Warner & District Minor Hockey Association is relatively new as an organization, and as the Village of Warner will need to acquire a new plant/chiller, this agreement allows for the ability for Minor hockey to build up their contributing funds in order to assist the village in securing recreational facility grants as a not for profit.

This Agreement establishes the roles, responsibilities, financial arrangements, and conditions under which Warner & District Minor Hockey may procure and manage banner and board advertising within the designated advertising area at the Village of Warner Civic Centre.

3. Roles and Responsibilities

3.1. The Owner shall:

- 3.1.1. Establish the designated banner and board advertising area;
- 3.1.2. Retain authority over all advertising outside the designated advertising area;
- 3.1.3. Review and approve advertising proposals where required;
- 3.1.4. Review annual reports submitted by the Warner & District Minor Hockey Association;
- 3.1.5. Ensure advertising aligns with Village policies; and
- 3.1.6. Oversee compliance with this Agreement.

3.2. The Service Provider shall:

- 3.2.1. Ensure advertising complies with all applicable Village bylaws, policies, and standards;
- 3.2.2. Communicate advertising requirements to advertisers;
- 3.2.3. Manage advertising sales and renewals;
- 3.2.4. Submit advertisement artwork and materials in acceptable formats;
- 3.2.5. Maintain records of all agreements and advertiser contact information;
- 3.2.6. Supply replacement materials where required;
- 3.2.7. Procure and manage rink board advertising within the approved designated area;
- 3.2.8. Maintain communication with advertisers;
- 3.2.9. Coordinate installation and removal of advertisements; and
- 3.2.10. Provide annual reporting to the Village.

4. Conditions and Restrictions

- 4.1. Advertisements must remain within the designated advertising area. Any advertisements outside of the designated advertising area will be at risk of being removed without notice.

4.2. The following advertising content is prohibited:

4.2.1. Alcohol, cannabis, tobacco, vaping, drugs, firearms, or weapons;

4.2.2. Offensive, discriminatory, or profane language;

4.2.3. Political campaign advertising; and

4.2.4. Material inconsistent with family-oriented recreation facilities.

4.3. The Village reserves the right to reject or remove advertising deemed inappropriate.

4.4. Advertising agreements entered into by Warner & District Minor Hockey shall not exceed two (2) years without written approval from the Village.

4.5. The Village reserves the right to modify designated advertising areas as operational requirements dictate.

5. Indemnification

5.1. Each party agrees to indemnify and hold harmless the other party, including its officers, elected officials, employees, volunteers, and representatives, from claims, losses, liabilities, costs (including solicitor/client costs), or damages, actions, suits, or proceedings arising out of or in connection with their activities or performance under this Agreement.

6. Financial

6.1. Advertising rates established by Warner & District Minor Hockey should remain generally aligned with comparable local arena advertising opportunities.

6.2. Revenue reconciliation shall occur annually as of December 31 and submitted with annual reporting by January 31.

7. Reporting Requirements

7.1. Annual reporting shall be submitted to the Village Office no later than January 31 and include:

7.1.1. Advertiser name;

7.1.2. Advertisement size/location;

7.1.3. Cost of advertisement;

7.1.4. Advertisement term dates;

7.1.5. Total number of advertisements; and

7.1.6. Total advertising revenue.

7.2. Reports shall be submitted by email to: admin@warner.ca.

8. Term

8.1. This Agreement shall be a two (2) year term, commencing on September 1, 2026 to August 31, 2028 unless terminated earlier in accordance with this Agreement.

9. Cancellation

9.1. Either party may terminate this Agreement by providing 30 days written notice.

9.2. Existing advertising commitments made before termination shall be honoured or assigned as mutually agreed.

10. Contact Information

Village of Warner
Box 88, Warner, Alberta T0K 2L0
Phone: 403.642.3877
Email: admin@warner.ca

Warner & District Minor Hockey Association
Box XXXXX
Phone:
Email: warner.dmha@gmail.com

IN WITNESS WHEREOF this Agreement has been executed on behalf of the Village of Warner by its authorized officers, and on behalf of the Warner & District Minor Hockey Association by its authorized officers, as of the day, month and year set out below.

VILLAGE OF WARNER

Authorized Representative

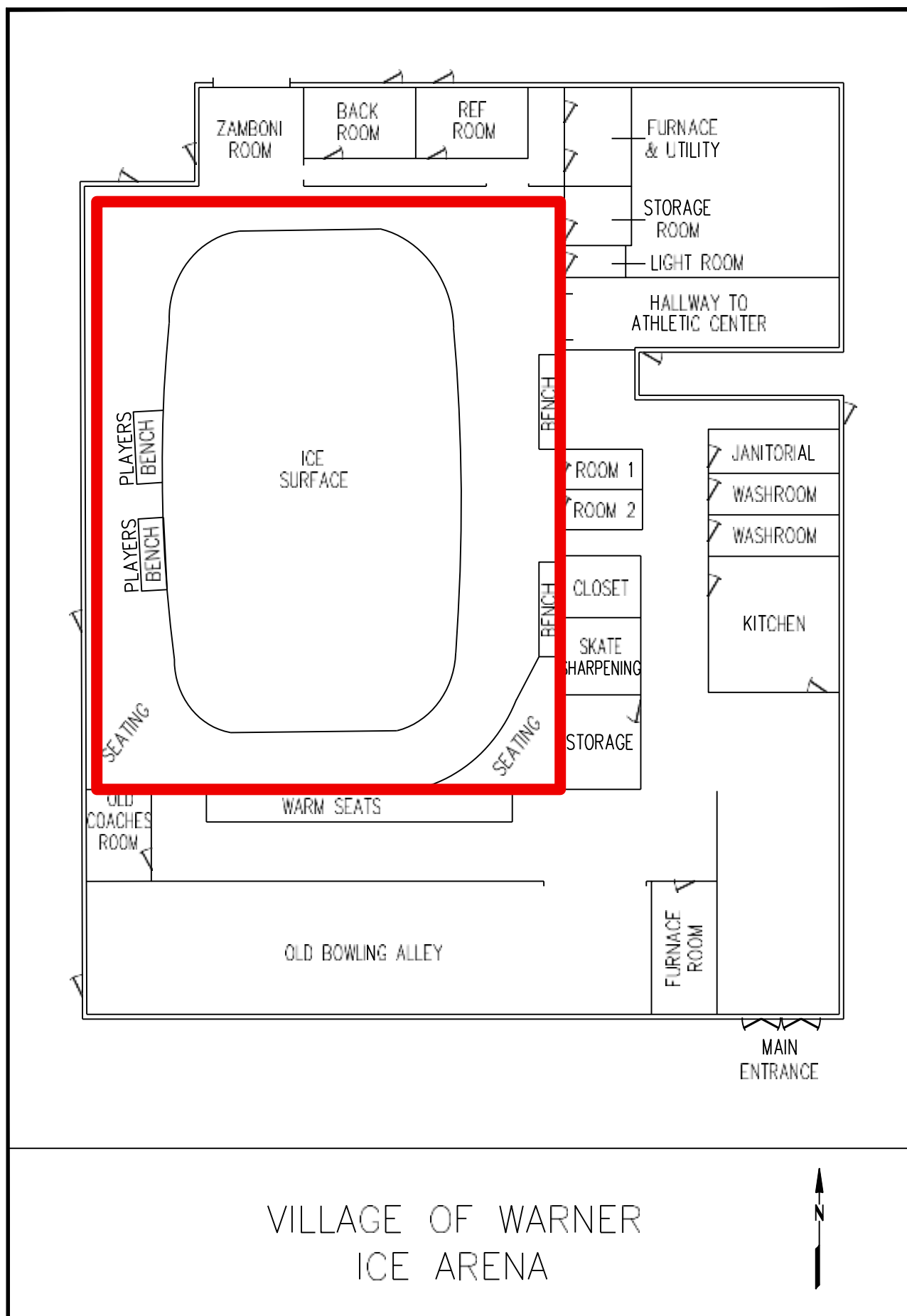
Date

WARNER & DISTRICT MINOR HOCKEY ASSOCIATION

Authorized Representative

Date

Appendix A: Designated Advertising Area (outlined in red)



On behalf of the Warner Minor Hockey board, we thank you for the opportunity this agreement provides, as well as the opportunity to collaborate and provide feedback. We have come to the decision that as the agreement is worded currently, we are uncomfortable signing without some further clarification, discussion and hopefully re-wording.

To start off- we really need some clarification and for the village to define what it expects the “service provider” to gain from banner sponsorships and the reason behind using it as a fundraising opportunity. The whole banner sponsorship idea was piggybacked off the example of Milk River Minor Baseball and the Town of Milk River. The town owns and operates the ball diamonds, but they have allowed minor ball to seek out sponsorship in the form of banner advertisement for the use of proceeds in their association. The town only charges minor ball \$1/ 5 year rental for usage of the diamonds. These banners are a way in which we receive income to be a viable association, while providing affordable skating and hockey programs for the communities’ youth. Our day-to-day operating income and expenses cannot be tied to the village and granting purposes- we must be able to operate to also assist in the plant repair fundraising, otherwise we are nonexistent. We think it is important to point out that the banner donations have netted since we started \$19582.00, and our ice time expenses alone have been \$28225.00. It is also important to note that our banner sponsors have primarily been businesses with direct relationships with the parents and participants in our association, particularly within the agricultural community. These businesses are supporting Minor Hockey because of that personal connection and because they understand that their sponsorship directly helps cover operating costs such as ice time and equipment, as outlined in the sponsorship letter approved by council. We believe many of these businesses would be unlikely to provide the same level of support to the village or arena without that connection to a specific purpose for which their sponsorship was requested. Perhaps a one-time donation for plant fundraising, but not a year-over-year banner commitment.

Our proposed changes/ideas are as follows:

- A general agreement in place that could be used for any organization wanting to put up banners. We do not expect to be the only ones allowed to obtain funds in this manner- anyone could request space on walls/ boards/ hanging from rafters as has been done in the past. Starting from the background down, the usage of Warner and District Minor Hockey could be removed completely and substituted in with “service provider”. The two paragraphs about the plant repair could be eliminated completely, making this a general user agreement versus a Village and Minor Hockey (or any other group for that matter) contract seemingly binding operation finances be controlled or speculated by the Village.
- We think it is very important for the village to have the roles and responsibilities section in order for any service provider to have policy to adhere to on appropriateness or signage, compliance, and designated areas, but once that is signed is it necessary to state that the financials regarding the usage of the funds from any particular group be required to be reported. It shouldn’t matter too if the

user makes \$10, or \$10,000 off their sponsorship to the Village- this would be a matter of proper accounting done within the association and made available at that association's AGM.

- This thought has come from our personal experience of reporting our income from the banners to council. Conversations were later approached with board members as to where that money went, speculation of misuse of funds was mentioned, even going as far as discussed with one of the banner sponsors- but not directly through minor hockey. A lot of hearsay- without any direct conversation explaining yes, the banners brought in "X" amount of dollars, but were counter acted "X" amount of expenses over and above. Also to be made clear, the income was paid directly back to the village itself as far as usage fees! None of the requested reporting requirements were ever found in any of the open table council meeting minutes that we could find, so what is the purpose? Therefore, removing the reporting requirements verbiage would allow for financial conversations and funds usage to be directly presented to anyone who would like to see or know the information by the user themselves at their AGM, and not third, fourth, or fifth party gossip.

- Purpose:

We would like to have the sentence saying the agreement allows for the ability for Minor Hockey to build up their contributing fund in order to assist the village in securing recreational facility grants as a not for profit, to be removed. Followed by the second paragraph saying, "This agreement establishes the roles, responsibilities, and conditions under which the service provider may procure and manage banner and board advertising within the designated advertising area at the Village of Warner Civic Centre." This eliminates financial arrangements and makes the agreement applicable to any service provider instead of just Warner Minor Hockey.

- Again, this goes back to the idea that the banners shouldn't be involved in the ice plant. The sponsorship letter states otherwise, and it's in our opinion that donors will readily support the community year over year in an operating expense capacity to keep activities viable. If we ask them year after year for an ice plant, they will stop donating. We have specifically left out large donor options for when the time comes to do one big fundraising canvas for the plant itself.
- We need to be a successful and viable association within the arena, to be the "face" association for the village in grant applications.
- This also goes back to the original conversation on how fundraising for the plant will look, and how the structure of the association will go forward in being the "face" of this process.
- Our group was under the impression that before any big fundraising began, we needed to establish roles and responsibilities of the fundraising committee, there was to be a meeting with other

associations to make it clear the Village is supporting minor hockey in this endeavor to eliminate the controversy and animosity circulating around all fundraising parties. We need to establish things like a separate bank account, who takes care of that, and daily operations versus plant funds. Are we just the society and the name on the paperwork for grant applications? Or is plant fundraising our sole responsibility tied to our finances.

- Are ice fees being waved for our group to leave banner funds in the bank?

To conclude- we absolutely want to contribute and be involved in the future and success of the arena and necessary upgrades. We think it makes the most logical sense that as the main hometown arena user, we would be the association name in place to logistically make it all happen, but we need to be a viable association to do so. In the future when the time comes, we also want to be able to donate towards the plant repairs in a financially responsible way and contribute with the ability to obtain grants. However, the way this agreement currently is written we feel it binds us to all banner fundraising needing to be reported to the village and available in a bank account specifically for the ice plant.

We would like to be added to the August 19th council meeting agenda and therefore be present to have an open discussion with all council members regarding this agreement. We feel it would be beneficial to explain or show the whole financial picture these banner sponsors provide our group instead of the snippet that shows upon just stating last year's banner income.

Thank you for your time and consideration upon reading our concerns.



Request for Decision Ridge Regional Public Safety Services

RECOMMENDATION

That Council provide feedback to Ridge Regional Public Safety Services as to the preferred staffing option.

STRATEGIC ALIGNMENT

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

The Governance pillar reflects the understanding that strong, consistent governance is essential to the Village's long-term success. As the operating environment becomes more complex and expectations for transparency and accountability increase, Council's role in providing clear direction, managing risk, and ensuring accountability becomes increasingly important.

This pillar focuses on strengthening governance practices through clear roles and responsibilities, modernized bylaws and policies, and a commitment to ethical, transparent decision-making. It also emphasizes the importance of maintaining a constructive and cohesive working relationship between Council and administration.

LEGISLATIVE AUTHORITY

Municipal Government Act
Peace Officer Act

BACKGROUND

Ridge Regional Public Safety Services is looking for feedback on the following options as it pertains to staffing.

1. Maintain the current peace officer model of 4 officers, with 7 days per week staffing, jointly pursuing the enforcement of vehicles exceeding the speed limit by over 20km/hr only on primary, secondary or tertiary highways within the county, while addressing municipal priorities and other traffic issues as they go. This model helps keep requisitions from having to increase through increased ticket revenue targeting excessive speeding, largely from residents who don't live within the commission's boundaries.
2. Maintain the current peace officer model of 4 officers, with 7-day-per-week staffing, but remove the focus on writing tickets for vehicles exceeding the speed limit by over 20km/hr only on primary, secondary or tertiary highways within



Request for Decision Ridge Regional Public Safety Services

the county, while addressing municipal priorities and other traffic issues as they go. This would mean that requisitions for each member would have to increase to cover the costs of the 4th officer and could lead to tax increases within the member municipalities.

3. Reduce the staff complement to only 3 officers, which would eliminate a 7-day-per-week presence, and focus the officers solely on municipal priorities and other traffic issues as they go.
4. Maintain a staff complement of 4 officers, but assign the traffic enforcement focus on vehicles exceeding the speed limit by over 20km/hr only on primary, secondary or tertiary highways within the county, on one specific officer, and allow the existing 3 officers to focus primarily on municipal priorities and other traffic issues as they go.

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 Spring/Fall Community Cleanup

RECOMMENDATION

That Council

STRATEGIC ALIGNMENT

Pillar 1: Community Development

Underutilized infrastructure and places are being actively leveraged to support community vitality, economic opportunity, and long-term growth.

Pillar 3: Governance

The Village continues to build trust and demonstrate good governance through ethical, transparent decision-making processes.

LEGISLATIVE AUTHORITY

BACKGROUND

Upon request by Mayor Lindsay, the item of a Spring/Fall Community Cleanup has been added to the agenda for discussion.

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

Potential for the 2027 Operational Budget

ATTACHMENTS

None