



VILLAGE OF WARNER

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

AGENDA FOR THE REGULAR AND CLOSED MEETING OF THE COUNCIL OF THE VILLAGE OF WARNER, IN THE PROVINCE OF ALBERTA, TO BE HELD IN THE COUNCIL CHAMBERS AT THE WARNER MUNICIPAL OFFICE, WEDNESDAY – JANUARY 15, 2025 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
5. ITEMS ARISING FROM THE MINUTES
6. FINANCIAL REPORT
 - A) Financial Report
7. ADMINISTRATIVE REPORTS
 - A) Municipal Enforcement Report
 - B) Chief Administrative Officer Report
 - C) Solar Report
8. COUNCIL REPORTS
9. CORRESPONDENCE
 - A) Correspondence
10. BYLAW/AGREEMENT/POLICY REVIEW
11. NEW BUSINESS
 - A) Casual Conversation with Council
 - B) Library Bylaws and Policies
 - C) Tax Penalty Waiver Request
12. CLOSED SESSION
13. NEXT REGULAR COUNCIL MEETING DATE
Wednesday – February 19, 2024, at 5:30 p.m.
14. ADJOURNMENT



Request for Decision Adoption of Minutes

RECOMMENDATION

That the minutes for the December 18, 2024 regular council meeting be accepted as presented.

LEGISLATIVE AUTHORITY

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

BACKGROUND

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

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Prior to Adoption: December 18, 2024 regular council meeting minutes

Prior to Adoption

Minutes of the Village of Warner Regular and Closed Council meeting held on Wednesday, December 18, 2024, at 4:30 p.m. in the Warner Municipal Office, at 210 – 3rd Avenue, Warner, Alberta.

Present – Elected Officials

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

Absent – Elected Officials

Present – Administration

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

1. CALL TO ORDER

Mayor Lindsay called the meeting to order at 4:28 p.m.

2. AGENDA

A) Items added or deleted

- 11F) Snow Removal and Grass Cutting at the Library
- 11G) Painting Council Chambers
- 11H) Warner and District Minor Hockey Sponsorship Request

B) Adoption of the Agenda

Moved by Councillor Baron, seconded by Councillor Koehn, “that the December 18, 2024, regular council meeting agenda be accepted as amended.”

Motion Carried 2024-237

3. MINUTES

A) Approval of Minutes

Moved by Councillor Toovey, seconded by Councillor Koehn, “that the minutes for the November 20, 2024, regular council meeting be accepted as presented.”

Motion Carried 2024-238

4. DELEGATIONS

A) Public Hearing 634-24 (5:30 p.m.)

Mayor Lindsay declared the public hearing for Bylaw No. 634-24, being a bylaw to amend the Land Use Bylaw 538-12 to redesignate lands from Public and Institutional to Commercial on Lots 11 and 12, Block 15, Plan 4068N, open at 5:30 p.m.

Ms. Bonnie Brunner, Senior Planner, Oldman River Regional Services Commission, explained the purpose and effect of the proposed bylaw.

Mayor Lindsay called for those in support of the proposed bylaw to make a presentation. No one came forward.

Mayor Lindsay called for those opposed to the proposed bylaw to make a presentation. No one came forward.

Mayor Lindsay then asked Ms. Brunner if she had closing remarks, to which there were none.

Mayor Lindsay asked members of Council if they were satisfied that they have obtained sufficient information.

Mayor Lindsay declared the public hearing for Bylaw No. 634-24, closed at 5:32 p.m.

B) Public Hearing 635-24 (5:30 p.m.)

Mayor Lindsay declared the public hearing for Bylaw No. 635-24, being a bylaw to amend the Land Use Bylaw 538-12 to add a **"mixed use commercial/residential building"** as a use type within the Land Use Bylaw, classify the use as a discretionary use in the Commercial - C land use district, and classify **"Office"** and **"Financial institution"** as discretionary uses in the Public and Institutional – PI land use district open at 5:32 p.m.

Ms. Bonnie Brunner, Senior Planner, Oldman River Regional Services Commission, explained the purpose and effect of the proposed bylaw.

Mayor Lindsay called for those in support of the proposed bylaw to make a presentation.

Ms. Margaret Matulic from Lethbridge came forward and spoke in support of the bylaw.

Mayor Lindsay called for those opposed to the proposed bylaw to make a presentation. None came forward.

Mayor Lindsay asked Ms. Brunner if she had closing remarks. There were none.

Mayor Lindsay asked members of Council if they were satisfied that they have obtained sufficient information.

Mayor Lindsay declared the public hearing for Bylaw No. 635-24, closed at 5:40 p.m.

The regular Council meeting resumed at item 10B.

C) Driland Feeders

Jake Beuckert from Driland Feeders was in attendance to inform Council of a new partnership with BioGas from Calgary. They are looking at installing a solid-state bio digester at the feedlot. The purpose of this new technology is to capture methane gas and pump it back into the grid.

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council accept the Bio Digester presentation from Mr. Beuckert as information."

Motion Carried 2024-239

5. ITEMS ARISING FROM THE MINUTES

6. FINANCIAL REPORT

None for this meeting.

7. ADMINISTRATIVE REPORTS

A) Municipal Enforcement Report

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the Municipal Enforcement report for the period ending November 30, 2024, be accepted as information."

Motion Carried 2024-240

B) Chief Administrative Officer Report

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that the Chief Administrative Officer report for the period ending November 30, 2024, be accepted as information."

Motion Carried 2024-241

8. COUNCIL REPORTS

Councillor Koehn reported on a Veterans Memorial Highway Southern Zone meeting and distributed tourism materials.

Councillor Toovey attended the following meetings: Ridge Country Housing, Ridge Regional Public Safety Services, and Community Bus.

Mayor Lindsay attended a Ridge Water Services Commission meeting.

Deputy Mayor Kirby reported on the Oldman River Regional Services Commission and attended an FCSS meeting,

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

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the committee reports for the period ending December 18, 2024, be accepted as information."

Motion Carried 2024-242

9. CORRESPONDENCE

A) Correspondence

Moved by Councillor Baron, seconded by Councillor Koehn, "that the correspondence for the period ending December 18, 2024, be accepted as information."

Motion Carried 2024-243

10. BYLAW/AGREEMENT/POLICY REVIEW

A) 633-24 Warner Community Agriculture Project Committee Bylaw

Moved by Councillor Toovey, seconded by Councillor Koehn, "that the Warner Community Agriculture Project Committee Bylaw 633-24 be given second reading."

Motion Carried 2024-244

Moved by Councillor Baron, seconded by Councillor Koehn, "that the Warner Community Agriculture Project Committee Bylaw 633-24 be given the third and final reading."

Motion Carried 2024-245

The Mayor recessed the meeting at 5:23 p.m.

The Mayor reconvened the meeting at 5:30 p.m.

Mayor Lindsay moved to items 4A and 4B on the agenda.

B) Bylaw 634-24 Land Use Bylaw Amendment

Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council give second reading to the Land Use Bylaw Amendment 634-24."

Motion Carried 2024-246

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council give third and final reading to the Land Use Bylaw Amendment 634-24."

Motion Carried 2024-247

C) Bylaw 635-24 Land Use Bylaw Amendment

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council give second reading to the Land Use Bylaw Amendment 635-24."

Motion Carried 2024-248

Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council give third and final reading to the Land Use Bylaw Amendment 635-24."
Motion Carried 2024-249

11. NEW BUSINESS

A) 2025 Interim Operating Budget

Moved by Mayor Lindsay, seconded by Deputy Mayor Kirby, "that Council approve the 2025 Interim Operating Budget, based on the 2024 approved Operating Budget."
Motion Carried 2024-250

B) 2025 Capital Budget

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council approve the 2025 capital budget as presented."
Motion Carried 2024-251

C) Returning Officer and Substitute Officer Appointments

Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council appoint Kim Owen as the Returning Officer and Kelly Lloyd as the Substitute Returning Officer for the 2025 municipal election."
Motion Carried 2024-252

D) Warner Community Agriculture Project Committee Appointment

Moved by Mayor Lindsay, seconded by Councillor Baron, "that Councillor Koehn be appointed to the Warner Community Agriculture Project Committee."
Motion Carried 2024-253

E) Ridge Regional Public Safety Services Priorities

Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council set the 2025 priorities to be provided to Ridge Regional Public Safety Services as follows: 1. School and playground zones; 2. Unsightly premises; and 3. Dogs."
Motion Carried 2024-254

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council request Ridge Regional Public Safety Services to continue with the spring and fall inspections for unsightly properties."
Motion Carried 2024-255

11F) Snow Removal and Grass Cutting at the Library

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that Council accept the discussion snow removal and grass cutting at the library as information."
Motion Carried 2024-256

11G) Painting Council Chambers

Moved by Deputy Mayor Kirby, seconded by Councillor Koehn, "that Council accept the discussion on painting council chambers as information."

Motion Carried 2024-257

11H) Warner and District Minor Hockey Sponsorship Request

Moved by Councillor Baron, seconded by Councillor Koehn, "that Council donate \$500.00 to Warner and District Minor Hockey towards their ice time."

Motion Carried 2024-258

Old Fire Hall Siren

Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council direct administration to explore the cost of relocating the old fire hall siren."

Motion Carried 2024-259

Moved by Councillor Baron and Councillor Koehn, "that Council direct administration to continue with the current situation on utilities."

Motion Carried 2024-260

12. CLOSED SESSION

13. NEXT REGULAR COUNCIL MEETING DATE

Wednesday – January 15, 2025, at 5:30 p.m.

14. ADJOURNMENT

Moved by Councillor Koehn, seconded by Deputy Mayor Kirby, "that the regular council meeting for December 18, 2024, adjourn at 6:18 p.m."

Motion Carried 2024-261

Tyler Lindsay
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the _____ day of _____ 2025.



Request for Decision Financial Report

RECOMMENDATION

That the Financial Report for the period ending December 31, 2024 be accepted as information.

LEGISLATIVE AUTHORITY

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. 2024 Operating Budget Year to Date



Request for Decision Municipal Enforcement Report

RECOMMENDATION

That the Municipal Enforcement report for the period ending December 31, 2024, be accepted as information.

LEGISLATIVE AUTHORITY

Peace Officer Act
Various municipal bylaws

BACKGROUND

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

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

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Municipal Enforcement Report

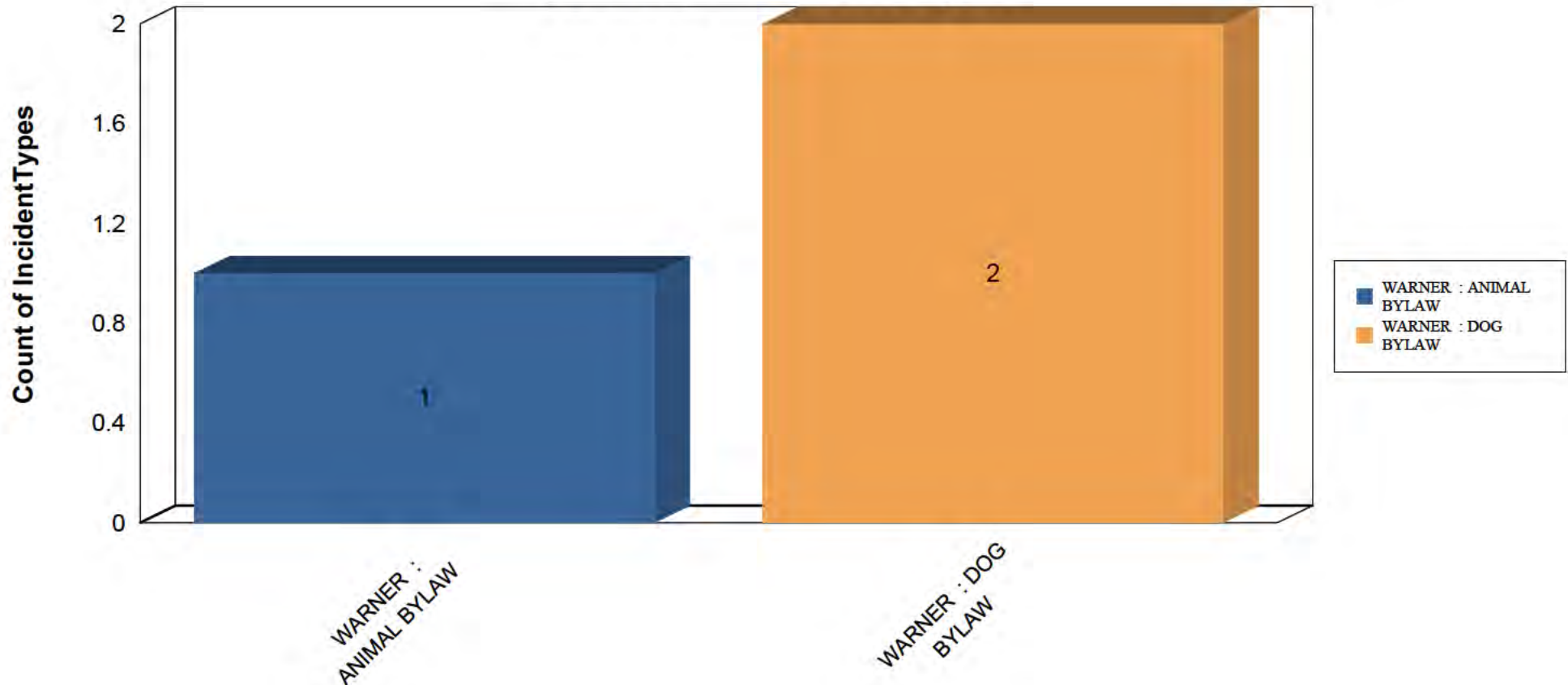
Municipal Enforcement

Statistics from: 12/1/2024 12:00:00AM to 12/31/2024 11:59:00PM

Count of Reports Completed



Count of Incident Types



WARNER : ANIMAL BYLAW

<u>Location</u>	<u>Case Number</u>	<u>Incident Type</u>	<u>Officer</u>	<u>Date</u>
Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : WARNER	RRPSS2024-0574	WARNER : ANIMAL BYLAW	BRANDON BERG	2024/12/16 1432



Report Synopsis : complaint of rooster

33.33% # of Reports: 1 Case Report WARNER : ANIMAL BYLAW

WARNER : DOG BYLAW

<u>Location</u>	<u>Case Number</u>	<u>Incident Type</u>	<u>Officer</u>	<u>Date</u>
Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : WARNER	RRPSS2024-0565	WARNER : DOG BYLAW	BRANDON BERG	2024/12/16 0952

Specific Location

[REDACTED]

Report Synopsis : Barking dog complaint

Case Report RIDGE REGIONAL PUBLIC SAFETY SERVICES : WARNER	RRPSS2024-0569	WARNER : DOG BYLAW	BRANDON BERG	2024/12/11 1145
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Specific Location

[REDACTED]

Report Synopsis : ongoing loose dog complaint

66.67% # of Reports: 2 Case Report WARNER : DOG BYLAW

Grand Total: 100.00% Total # of Incident Types Reported: 3 Total # of Reports: 3

Grand Total: 100.00% Total # of Incident Types Reported: 3



Request for Decision Chief Administrative Officer Report

RECOMMENDATION

That the Chief Administrative Officer report for the period ending December 31, 2024, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

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

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. CAO Report



Chief Administrative Officer Report
December 2024

Administration

- Council meeting preparation
- Council meeting attendance
- Council minutes and highlights for newsletter. Copies of newsletter at grocery store.
- Meetings/communication (walk in, email and phone)
- Bi-Weekly staff meetings
- Bylaw work
- Policy work
- Development inquiries
- Eleven development permits to date
- Updates from CPO's (when applicable)
- Vacation
- Municipal Accountability Program (MAP) Review with Municipal Affairs
- Civic Centre checklists
- Water Consumption History
- Solar Statistics
- Regional Water Supply grant discussions

Motion Carried 2023-261	Moved by Mayor Lindsay, seconded by Councillor Baron, "that the school zones be changed to playground zones and to include a playground zone at the Lions Campground."	WIP
<u>Motion Carried 2024-111</u>	Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council grant the request for a special permit to house urban bees at the property of 504 - 5th Avenue, Warner to the period ending December 31, 2025."	WIP
<u>Motion Carried 2024-179</u>	Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council reallocate \$10,000 in the budget for grant writing services and approve the purchase of the air-cooled chiller from Trane Technologies for the Civic Centre in the amount of \$680,187.00. to be in place by fall 2025."	WIP
<u>Motion Carried 2024-200</u>	Moved by Councillor Toovey, seconded by Councillor Koehn, "that administration prepare a quarterly solar report for inclusion into Council's agenda."	WIP
<u>Motion Carried 2024-254</u>	Moved by Councillor Toovey, seconded by Councillor Koehn, "that Council set the 2025 priorities to be provided to Ridge Regional Public Safety Services as follows: 1. School and playground zones; 2. Unsightly premises; and 3. Dogs."	Complete
<u>Motion Carried 2024-255</u>	Moved by Councillor Baron, seconded by Councillor Koehn, "that Council request Ridge Regional Public Safety Services to continue with the spring and fall inspections for unsightly properties."	Complete
<u>Motion Carried 2024-258</u>	Moved by Councillor Baron, seconded by Councillor Koehn, "that Council donate \$500.00 to their ice time."	WIP
<u>Motion Carried 2024-259</u>	Moved by Mayor Lindsay, seconded by Councillor Koehn, "that Council direct administration to explore the cost of relocating the old fire hall siren."	WIP

2024 Operational Projects

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

Civic Centre	
Water filling station	Complete
Griddle	Complete
Camera for online monitoring of systems	
EV Charger light	
Line for Live Barn	

2024 Capital Projects

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



Request for Decision Committee Reports

RECOMMENDATION

That the committee reports for the period ending January 15, 2025, be accepted as information.

LEGISLATIVE AUTHORITY

Municipal Government Act
Bylaw 561-18 Procedural Bylaw

BACKGROUND

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

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None



Request for Decision Correspondence

RECOMMENDATION

That the correspondence for the period ending January 15, 2025 be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

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

RISKS/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None



Request for Decision Casual Conversation with Council

RECOMMENDATION

That Council set a Casual Conversation for _____ .

LEGISLATIVE AUTHORITY

BACKGROUND

Council held a community conversation last fall at the Seniors Centre. This item has been placed on the agenda for Council discussion to potentially host another session.

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 Library Bylaws and Policies

RECOMMENDATION

That the Library Bylaws and Policies report be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

As per a request, the Library Bylaws and Policies item is on the agenda for Council 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

None

ATTACHMENTS

None



Request for Decision Property Tax Penalty Waiver Request

RECOMMENDATION

That Council not approve the property tax waiver request for roll number 11090 in the amount of \$225.43.

LEGISLATIVE AUTHORITY

Municipal Government Act

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

BACKGROUND

A formal request is being made to Council from the owner of tax roll 11090 to waive the penalties owing accumulated on September 1, 2024.

Administration sent letters to all those property owners with an amount outstanding at the end of December, 2024.

As of December 31, 2024, there is still a full outstanding amount on the 2024 property taxes. As of January 1, 2025, a further \$252.49 of penalty and interest has been applied to the account.

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

Tax penalty amount is \$225.43.

ATTACHMENTS

1. Request Letter

From: Golden with a hint of boss
Sent: January 7, 2025 12:44 PM
To: Kim Owen <admin@warner.ca>
Subject: Re: , Warner

Dear Council,

We closed on June 28 2024. We are excited to be here. We love the community. We had trouble understanding the tax timing. We thought it was a mistake but its been clarified finally by lawyer. Can u pls waive the penalties? We just moved in july 1st weekend. I will pay it off quickly. Wont be off again. I appologize for any inconvenience.